



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
March 23, 2023, 2:00 pm**

Call to Order and Roll Call

Vice Chair Geoff Baumann called the meeting to order at 2:03pm at the Park County Library in Cody and via Zoom. Library board members present were Jolene Reekers, Geoff Baumann, Gary Warner Pat Stuart and Paul Fees via Zoom. Library personnel attending were Karen Horner, Nicholle Gerharter and Linda Seaton. County Commissioners Liaison Overfield was present.

Approval of Agenda

The agenda was adopted as presented.

Minutes

Trustee Paul Fees made a motion to approve the February minutes, the motion was seconded and the motion passed.

Consent Agenda

Trustee Warner made motion to approve the consent agenda, the motion was seconded and passed.

Financial Business

Trustee Reekers made a motion to approve the Financial Reports, the motion was seconded by Trustee Warner and the motion passed.

Library Director's Report

Director Karen Horner reported on recent programs at all of the libraries. The library is constantly busy and the Outreach Van is planning more community events to attend. The Outreach Van has scheduled regular pop up library visits to Clark and will be attending the Clark Craft Event. Director Horner also reported on the success of PI Day, the leprechaun trap program in partnership with Big Horn Radio, new book drop ordered for the Cody Library with more capacity and the replaced Cody book drop will be relocated to Meeteetse. The Cody Library is also getting a meeting pod to help with constant space needs for meeting spaces.

Foundation Update

Trustee Reekers reported as the PCLF Liaison, the Dear Sirs fundraiser raised \$1,695 with over 100 people attending. There is fundraising potential with Big Horn Cinema, and the Foundation is working on a huge fundraising event on August 19 called Night at the Library.

Old Business

Powell Library Project- no update

New Policy Manual Update

- Meeting Rooms- Chapter 5 was reviewed again and Director Horner recommended revisiting first initial draft and accepting the initial purposed changes. Trustee Warner made motion to approve the chapter as written and presented with proposed edits. Trustee Reekers seconded and the motion passed.
- Internet & Social Media-Chapter 6 was reviewed, board discussed the policy and looked at recommended edits. Chair Stuart took over chair duties at 2:30 and called for a motion to approve the policy as written with edits made. Trustee Reekers made motion to approve Chapter 6, Trustee Baumann seconded, and the motion passed.
- Confidentiality- Chapter 7 was reviewed, Director Horner brought up the issue of security cameras. Chair Stuart asked for the topic to be put on the next agenda to discuss retaining security cameras and the need for replacement or removal. Chair Stuart asked for the board to research the topic and for staff to bring back relevant information. Trustee Baumann made a motion to accept Chapter 7 as written, Trustee Warner seconded and the motion passed.
- Emergencies- Chapter 8, Trustee Reekers moved to accept Chapter 8 as written, Trustee Warner seconded, and the motion passed.

New Business

Powell Branch Librarian- Director Horner announced that Faith Johnson the Powell Branch Librarian gave her notice, and Friday the 24th is her last day. In between a new hire Director Horner will be providing assistance at the branch. Job posting to find her replacement is already out. Chair Stuart asked for Trustee Baumann to sit in on first round of interviews.

Budget- Director Horner announced that the preliminary budget due date of April 21st was announced and recommend the board change the meeting date of the April meeting to be earlier in the month so the board can finalize the preliminary draft of the budget. Trustee Warner moved to change the April meeting to Thursday the 20th and Trustee Fees seconded and the motion passed.

WATR- Director Horner brought up the potential partnership with University of Wyoming's WATR department to help spread information and literature about the resource to the public. The board discussed what the partnership would entail, Chair Stuart was concerned with staff time. WATR provides compensation. Director Horner will reach out for more information on the contract and report back to the board.

Executive Session -The Board moved to Executive Session at 3:15 pm, Trustee Warner moved and Trustee Baumann seconded and all approved. The board came out of Executive Session at 3:45 pm.

Next Meeting on Thursday, April 20th at 2pm at the Cody Library.

Meeting adjourned at 3:45 pm.

Pat Stuart

Chair

Karen Horner

Library Director

Geoff Baumann

Vice-chair