



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
May 25, 2023, 2:00 pm**

Call to Order and Roll Call

Chair Pat Stuart called the meeting to order at 2:00 pm at the Park County Library in Powell and via Zoom. Library board members present were Geoff Baumann, Paul Fees, Jolene Reekers, Pat Stuart and Gary Warner. Library personnel attending were Lisa Heimer, Karen Horner, Nicholle Gerharter, Leslie Tribble, Roseanne Spiering, and Renee Hanlin.

Approval of Agenda

The agenda was adopted as presented.

Minutes

Trustee Warner made a motion to approve the April minutes, the motion was seconded and the motion passed.

Consent Agenda

Trustee Fees 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 and the motion passed.

Library Director's Report

Director Karen Horner reported on recent programs at all of the libraries, and the upcoming outreach programming. The Powell Library staff had a training from Homeland Security. The State Fire Marshall inspected the Powell Library and the results and remediation of problems were discussed. The most time-consuming problem to correct is going to be removing the large volume of used books (deemed combustible materials) belonging to the Friends of the Powell Library Club. They are stored too close to the ceiling in the basement, and the volume of materials presents a hazard.

Foundation Update

Director Horner and PCLF Liaison Jolene Reekers reported on the PCLF fundraising "Night in the Library" event for August 19, 2023. PCLF is currently looking for several levels of sponsors for the event. They are also closely reviewing their budget for the fiscal year, and will meet again in June.

Staff Update

Renee Hanlin, from the Powell Library children's department, reported on the Summer Reading Program and the activities that will be available in Powell. Roseanne Spiering, the new Powell Branch Manager, reported on the Powell Library issues with the basement and the fire inspection.

Old Business

Personnel Update - Janene Shreve resigned in Powell in early May. Joy Williams was promoted internally to work in the teen area in Cody. Her position will be filled in the children's department this week and the vacancies for circulation Library Assistants in Cody will be filled in June.

Powell Library Project Update Director Horner updated the board on the information about the library building grant. The grant requirements and application process are still being discussed at the state and federal level. The timeline is now possibly fall for applications. County librarians may get to see the application before it is released. The board discussed a visit from architect Ray Johnston. Geoff Baumann will write to Ray regarding clarification of the tentative June 20 visit. There was no motion or formal action.

Security Camera Update – The library has replaced the old security cameras with new cameras, software, and some new wiring in both Cody and Powell locations. The pop machine in Powell, which had been vandalized was removed.

FY2024 Budget –The library budget hearing with the county commissioners will be June 12 at 8:00 am. Updated expenses and revenues for the current year will be submitted prior to that meeting. The cash carry-over estimate will be updated.

New Business

Powell Library Maintenance – The board discussed the lack of water for the lawn and general lack of yard maintenance or fall clean up at the Powell Library. Manager Spiering has had contact with the county Buildings and Grounds Department, and is hopeful they will start mowing and watering in the next week. Volunteers may be recruited to clean up the grounds. No formal action was taken.

Next Meeting - Thursday, June 22 at 2 pm at the Meeteetse Library. The July meeting will be in Cody.

Meeting adjourned at 3:20 pm.

Pat Stuart

Chair

Karen Horner

Library Director

Lisa Heimer

Recording secretary