



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
March 28, 2024, 2:00 pm Cody Library**

Call to Order and Roll Call

Vice-chair Geoff Baumann called the meeting to order at 2:00 p.m. at the Cody Library and via Zoom. Library board members present in person were Trustee Warner, Trustee Reekers, and Trustee Baumann. Trustee Paul Fees attended via Zoom. Library personnel attending were Karen Horner, Lisa Heimer, Nicholle Gerharter, Francie Coe, and Roseanne Spiering; Linda Seaton attended via Zoom. Liaison Commissioner Overfield attended and Commissioner Mangold was excused.

Approval of Agenda

The agenda was adopted with the addition of one item in financial business.

Minutes

Trustee Warner moved to approve the February 29, 2024 Regular Meeting Minutes. The motion was seconded, and the motion carried.

Consent Agenda

Trustee Fees made a motion to approve the consent agenda including library reports, statistics, bank statements, and bills paid. The motion was seconded, and the motion carried.

Financial Business

Trustee Fees made a motion to remove former board member Pat Stuart from the bank accounts at First Bank of Wyoming and to add Trustee Jolene Reekers as a signatory on the accounts. Trustee Warner seconded the motion and the motion passed.

Approval of Financials - The board reviewed the reconciliation report and budget reports for January. Trustee Warner moved to approve the financials. The motion was seconded, and the motion carried.

Library Director's Report

Director Karen Horner reviewed items included on her written report.

Staff Update

Francie Coe reported on our collaboration with UW's Wyoming Assistive Technology Resources (WATR). She shared information on her March and April outreach events and programs.

Foundation Update

PCLF continues to work on fundraising for the new Powell Library. Karen explained a new partnership with the Cody Medical Foundation and the use of their shelter at Beck Lake Park.

Old Business

Powell Library Project Update – Commissioner Overfield reported that the grant contract is The Public Works department is proceeding with. Director Horner reported on the moving plans for the fairgrounds building. The application deadline for the CMAR RFP is April 5. The last day for Powell to be open to the public will be April 22 or 23. The re-opening at the fairgrounds will be May 6. Trustee Warner made a motion to approve PCLF Powell funds for the moving and storage costs for a container to be at the fairgrounds during the time before completing the new building. The motion was seconded and the motion passed. A public sale of used furniture will be held after moving the books.

Investment Policy – Trustee Warner moved to approve the draft of the Investment Policy. The motion was seconded, and the motion carried.

New Business

Director Horner discussed the budget for FY25. The only update since last month is a request for more funding on the tech infrastructure line to pay for BambooHR services. Trustee Reekers made a motion to approve the budget as presented, Trustee Fees seconded the motion and the motion carried. Trustee Fees made a motion to move ahead with purchasing BambooHR. The motion was seconded, and the motion carried.

At 3:17 pm. Trustee Warner made a motion to enter executive session per W.S. 16-4-405 (a)(x). The motion was seconded, and the motion carried. The board returned from executive session at 3:28 pm.

Trustee Fees made a motion to approve the matter discussed in executive session. The motion was seconded, and the motion carried.

Date, Time, and Place of Next Regular Board Meeting: Thursday, April 25, 2:00 p.m. in the Powell Library and via Zoom.

Meeting Adjourned at 3:30 pm.

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Geoff Baumann	Karen Horner	Lisa Heimer
<i>Vice-Chair</i>	<i>Library Director</i>	<i>Recording Secretary</i>