

CARBON COUNTY LIBRARY BOARD MINUTES
BOARD MEETING
DECEMBER 12, 2016
Rawlins, Wyoming

Meeting was Called to Order by J. Menke, Board Chairman at 12:10 pm at the Bess Sheller Room.

Members attending include:

C. Bloomquist, T. Callison, A. Ezell, E. Behrmann (on phone) and J. Mickelson, Library Director. Guests: Romana, Joseph (patrons), Kyle (library IT), Victoria and Emily Kirk from the Daily Times.

The Agenda was approved as presented.

The November 17, 2016 Minutes were approved as presented by Ellie, seconded by Cindy and carried.

Ellen Kirk gave her presentation for updating the website and a new logo. Discussion was held. T. Callison moved to proceed with getting a Pixelink contract with a \$900.00 down payment to do the work, have the Board review it and respond with an email vote. C. Bloomquist seconded. Motion carried. There will be a presentation at the February meeting on the progress. Discussion was also held on purchasing a new camera for the project with Foundation funds. Foundation funds will pay for the update.

Our guests were in attendance to see how a board meeting is run. Joseph is home school. Thanked them for coming.

Financials.

1. Reviewed financials submitted, missing the CCLS donation account listings.
2. Have not heard back from the audit.
3. Motion to pay bills except the one from Daily Times about advertising the meeting. Baggs' gas bill will be reimbursed.
4. Letter will be wrote to get funds from State Library Accounts released.
5. Still do not have year-to-date budget totals. Jake will work on it.
6. Papers were signed by J. Menke to release Bank of Commerce from deposit bond.

Foundation submitted no report.

Director's report – oral one giving and Jake will mail out a hard copy. Discussion was held on a long-term strategic plan.

Unfinished Business.

1. Library signage was tabled until the website is finished.
2. Library Meeting Room Policy was deemed okay.
3. Wanting more hours for the other Library Assistant II. Jake will review financials to see if there is money. Discussed a fund raiser at Pizza Hut to show that Rawlins has earned the money as the other branches have. C. Bloomquist moved to approve hours, A. Ezell seconded. After discussion, C. Bloomquist with drew her motion.

4. Motion by C. Bloomquist to approve the policy drafts submitted last month, seconded by A. Ezell was approved with the one change of removing "Rawlins" as the position is in another branch.

New Business

1. Jake wants to enroll in the leadership training in Carbon County. Cost is \$350.00 which will be paid for out of the Foundation Funds. A. Ezell moved, C. Bloomquist seconded and was carried.
2. Jake is to check with internet providers to see if better service and a better cost can be obtained.
3. All unemployment claim totals have not been provided yet.
4. Bank of Commerce designated depository papers were signed on a motion by C. Bloomquist, seconded by T. Callison. Motion carried.
5. J. Menke told the Board about the positive feeling with the employees meeting that morning. The luncheon was enjoyed by all. Jake also thanked the Board for the positive support for the entire system and given to him. We also thanked him and his staff for the great reviews we are still getting.

T. Callison requested an Executive Session at 1:35 pm when the Regular Session was adjourned. At 1:47 pm the Regular Session was called back to order. There was no action to be announced.

The next meeting will be January 16, 2017 at the Sinclair Library at noon.

Adjourned at 1:53 pm.

Respectfully submitted Joyce Menke Chairman