

**CARBON COUNTY LIBRARY BOARD
MINUTES
September 18, 2019 LSRV Library**

CALL TO ORDER: 11:16 AM by Chair Linda Fleming

ROLL CALL: Linda Fleming, Mike Morrell, Steven Dinero, Alex Bakken & Patti Hays
Staff: Jake Mickelsen

AGENDA: **Motion to approve (Bakken/Dinero) passed**

MINUTES: August, 2019 **Motion to approve with corrections (Bakken/Morrell) passed**

APPROVAL OF EXPENDITURES: **Motion to ratify payment of bills totaling \$14,101.80 (Morrell/Bakken) passed**

DIRECTOR'S REPORT: Summer program successful. Outreach story time will restart with school starting and will include the preschools. Modernizing the manual and consolidating technical services is ongoing with the help of WSL. The Director has taken on the CDT Gateway Community Ambassador position for the Rawlins area. Emergency food drive coordination with St. Vincent DePaul and the US Census Bureau are partnerships perused by the library for the coming year. Valencia Sherman is the Acquisitions and Resources Manager. Rawlins Branch Manager is still being sought. Sinclair Branch Manager is still out recovering. The 9/20 staff meeting was canceled. Director attended the Library Directors Retreat in September and will attend the Research Institute for Public Libraries conference in October with a scholarship. WLS Conference in 2020 will be in Casper. E-resources are being researched including Overdrive. LSRV Book Trailer has been purchased and moved to the High School where the art students will skillfully and tastefully design and cover trailer for use. The interior shelves are still not in.

LIBRARY FOUNDATION: The Library foundation has set aside \$76,263.00 for funding for the libraries. The balance remaining is \$16,263.00. iPad funding with cell coverage, small desk printers and a large printer are remaining needs for the facilities. Remaining amount will be used for materials. The Foundation participated in fund raising at the Music in the Park event during the summer. The teen room sign and the new education materials are also on their work plan for the year.

FRIENDS OF THE LIBRARY: Book club In LSRV reading "Where the Crawdads Sing." The Group received \$400 in funding from the Wyoming Humanities Council. The trailer will soon be completed by this group. Saratoga group had a September meeting electing new officers. Book sale in Saratoga Sept. 27th. Encampment had no meeting.

FINANCIALS: Payroll summary included a line item for reimbursement for mileage. Patti Hays asked for the line item to be moved to the financials for the general library and not the payroll. **Motion to accept the financials and file for audit (Dinero/Bakken) passed**

CUSTOMER COMMENTS: No comments were brought to the meeting.

UNFINISHED BUSINESS:

- Strategic plan- Difference between work plan and strategic plan must be made clear. The plan will be implemented in the spring with assessment in the fall. The board will receive the book.
- Building plans – Renovation plans continue with a Contractor at rick hired
- Library hours – Board discussion leads to a make a move and try the Saturday format at the Rawlins Branch in November
- Copiers need to potentially be replaced. The lease will expire so Director Mickelsen will begin to dive into the world of copy options for the Rawlins branch.
- Budget review – The County Clerk corrected the budget so the total bottom line reads the same as last year with and increased amount for retirement, insurance and works comp.

NEW BUSINESS:

- Health insurance will increase. The 15% paid by employees will remain the same. The temporary fund transfer from WSL for operating expenses will amount to \$45,000 and will be reimbursed when funding is replaced when available through county.

ADJOURNMENT: 12:56 pm Next meeting will be October 16, 2019 in Elk Mountain unless otherwise notified. 11AM meeting time.

PH/ph

Minutes accepted October 16th, 2019 (Dinero/Bakken) passed