

CROOK COUNTY LIBRARY BOARD MEETING

January 3, 2014

Hulett, WY

The Crook County Library Board met on Friday, January 3, 2014 at the Hulett Branch Library. Board members present were Hannah Ista, Maylee Baron-Kanode, Tami Baron, Joann Bohmont and Marge Myers. Jill Mackey, County Librarian, was also present.

The meeting was called to order at 1:55 p.m. by Hannah Ista, Chairman, and began with the Pledge of Allegiance. The motion was made to accept the agenda as presented by Maylee and seconded by Joann; motion carried and approved.

There were no introductions needed at this time and Jill had no correspondence to present.

The December 5th, 2013 minutes were reviewed. A motion to approve the minutes was made by Tami and seconded by Joann; motion carried and approved.

During the review of the checklist there was some discussion regarding Jill's membership with the Chamber of Commerce and the movie licenses for each library. Joann made the motion to approve the checklist as presented; seconded by Maylee; motion carried and approved. Checks were signed.

The treasurer's report was reviewed. A motion was made by Marge and seconded by Maylee to accept the treasurer's report; motion carried and approved.

Old Business

Tami advised the board that she had been in contact with the state library in regards to some questions on making a policy that protects our employees when they are assisting younger library patrons.

New Business:

Michael Zimmerschied, Hulett Branch Librarian, entered the meeting to ask the board members about the possibility of hiring an individual as a substitute who might be interested in helping out at the library during the course of his and Frieda Dents recovery. The board encouraged Michael to pursue this individual in regards of them applying.

Jill advised the board members the county commissioners adjusted the mileage rate from \$.565 per mile to \$.56 per mile. The effective date was January 1, 2014. This is based on the federal mileage rate. Maylee made the motion to accept the new mileage rate, seconded by Tami; motion carried.

The snow removal and janitorial contracts ended December 31, 2013. It is time to officially sign the 2014 contracts but they require a notary. Whispering Pine requested a \$.50 an hour increase for the 2014 year. Discussion was held on the fact the budget had been set at this time for the remainder of the fiscal year and any changes need to be reviewed in March prior to budgeting for the upcoming fiscal year. A motion was made by Maylee that all yearly contracts be changed to reflect the fiscal year of July to June and anyone wanting to make changes to their contract need to have that information in writing and into Jill by March of each year; seconded by Tami; motion carried. Jill will send out a letter to each of the

providers addressing the changes. She will also include a revised six-month contract for the present providers that will extend to the end of June 2014 under the present budget.

Further discussion was held on snow removal on the sidewalk along the curb area on the north side of the Sundance library and the parking area where Violet used to park. There may be a need to place a "No Parking" sign in that particular parking area in the future.

The county staff meeting sometimes causes a library to be closed in order for the employees to attend the meeting. The librarians try to find volunteers to assist them with this situation but sometimes no one is available to help out. Jill advised the board there may be a need to close the library if volunteers can't be found. This month's staff meeting will be January 13, 2014 in Moorcroft.

Executive Session:

The board entered into executive session at 2:38 p.m. for the purpose of discussing personnel matters.

Executive session ended at 3:51 p.m. to resume the board's regular meeting.

Regular Meeting Back in Session:

Having left executive session, the board entered back into regular session.

Adjournment: There being no further business at this time the regular board meeting adjourned at 3:51 p.m.

Respectfully submitted by Marge Myers, Secretary