

CROOK COUNTY LIBRARY BOARD MEETING

March 6, 2014

Sundance, WY

The Crook County Library Board met on Thursday, March 6, 2014 at the County Library in Sundance. Board members present were Hannah Ista, JoAnn Bohmont, Tami Baron, and Marge Myers. Jill Mackey, County Librarian was also present. Maylee Baron-Kanode had an excused absence as she was substituting at the school that day.

The meeting was called to order at 1:00 p.m. by Hannah Ista, Chairman, and began with the Pledge of Allegiance. The motion was made to accept the agenda as presented by JoAnn and seconded by Tami; motion carried and approved.

There were no introductions needed at this time.

There wasn't any correspondence at this time.

The February 6, 2014 minutes were reviewed. After some discussion, the 3rd sentence in the 7th paragraph under the treasurer's report needs to be eliminated. There is still a reserve funding account but it is not being utilized at this time. Tami moved to accept the minutes as presented with the exception of striking the 3rd sentence in the 7th paragraph under the treasurer's report, seconded by JoAnn; motion carried and approved.

Tami advised the board members she had reviewed the bills and they appear to be okay. JoAnn made the motion to approve the checklist as presented; seconded by Hannah; motion carried and approved. Checks were signed.

The treasurer's report was reviewed. It was noted that 59.02% has been expended of the libraries county budget. Tami advised the board members she had received a telephone call from the Sundance State Bank regarding the fact the library account had gone over the \$250,000 Federal Reserve and she had to provide oral approval to secure the overage. She will have to sign a form should the amount go under the \$250,000 amount. A motion was made by JoAnn and seconded by Marge to accept the treasurer's report; motion carried and approved.

Library Reports

Moorcroft

- Tanya is still doing movies every Friday after school. She is having around 10 to 20 kids. Her story hour and baby story are going well also, as is the after school crafts on Wednesday. They are averaging about 30 to 40 kids every week.
- Nancy is waiting to start book club again when the snow birds come back.
- Nancy had surgery on February 24th and all went well. She will need 9 weeks of chemo so it is uncertain when Nancy will be able to return to work. They have accrued some help and things are going well.

Hulett

- Interviews for the branch librarian were performed.
- Donna Willey is filling in as their substitute.

- Echo is doing story time.
- Frieda is waiting on a doctor's release.

Sundance report:

- Friends of the Library held their annual bake sale on Valentine's Day. They made about \$1200. They are planning their annual open house luncheon for April 18th.
- There were 2 special activities planned for young girls. The All Girl Sleepover held on February 28th and a Fancy Nancy Tea Party on March 7th.
- Children's section -- New shelving was built and installed by Dave Taylor and was partially paid for from the Erin Rogers Memorial Fund.
- The new Technical Services Librarian, Allison Bush-Forsberg, began working on March 5th, 2014.
- The "Wyoming Women" photo exhibit from the American Heritage Center is being set up. The exhibit includes Part 1, "Life Within the Family" this spring and Part 2, "Life Outside the Family" this fall.

Director's report:

- Jill sent in the grant to the McMurry Foundation for funds for a new microfilm reader/printer and a request to PRECorp for summer reading funds.
- The library foundation is applying for their 6th matching funds from the State and is planning a chuckwagon/trail ride fundraiser for this summer.
- The libraries will be participating in the OneBook Wyoming event this year, reading and discussing "Spirit of Steamboat" by Craig Johnson. Mr. Johnson plans to return for a book signing event in all three communities this summer. At the present time Mr. Johnson is scheduled to be in Moorcroft on July 12th, and Sundance on August 1st. Jill is working with him to set up a date in Hulett.
- The 2014 Library Association's Legislative Reception was February 20th and Tami and Jill attended. They also attended the sessions on the Edge assessment tool and OneBook Wyoming with Craig Johnson.
- Jill met with State Librarian's Leslie Boughton and Brian Greene on WYLD Governing Board issues.
- Jill completed the Wyoming Retirement System's training on RAIN – the new online system which will be implemented soon.
- Jill also completed the evaluations on the employees.

Foundation Liaison

Merle Clark suggested and it was approved to sell off the CF Industries stock and purchase Conoco stock.

The Foundation is planning on having a Chuck Wagon/Trail Rides fund raiser at the Hadley Ranch on July 19th. The date conflicts with the Longmire weekend in Buffalo and the foundation is being encouraged to see if they can find a different day. There will be booths or tents for artists, crafters and games. They are also planning on having cowboy poetry and fiddler contests.

Board Members

Tami visited with the County Commissioners about having a Board Training this year of which she will put together. It is tentatively scheduled for Saturday, April 12th. Tami will

be contacting other boards to find out what interest there is in having the board training and will report back to the County Commissioners on April 1st.

Hannah discussed the Mud Races. She was encouraged to talk to the library foundation on March 20th.

Old Business

Jill received the snow removal and janitorial contracts reflecting the last half of the 2013-2014 fiscal year from Josh Idler and Dee Williamson. Joann made the motion to accept the contracts from Josh Idler and Dee Williamson as submitted and approve them being signed and notarized; seconded by Marge; motion carried.

The board members reviewed the board calendar. Board members will evaluate Jill during the month of March and discuss the evaluations at the April meeting.

New Business:

Budget ideas are being submitted to Jill by the employee's. So far suggestions have included two (2) bar code scanners at \$300/scanner; six (6) computers (two for each library); ballasts for Moorcroft; electrical outlets for Hulett; window blinds for Hulett; carpeting for Sundance; and chairs with casters.

In the past, reference books have been budgeted but those type books aren't being utilized as much anymore. Jill suggested taking the line item for reference books out and replacing it with E-books and E-audio books instead.

Some discussion was held on the salaries of library directors, branch managers and other library employees across the state.

Executive Session:

The board entered into executive session at 3:15 p.m. for the purpose of discussing personnel matters.

Executive session ended at 3:46 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.

Tami made the motion to hire Nancy Bowles as the Hulett Branch Librarian, seconded by JoAnn; motion carried. Jill will do the background check on Nancy.

Discussion was held regarding the need for the board to review all of the minutes for the Executive Sessions held since September 2013. It was agreed this review would take place at the April 3, 2014 meeting.

Adjournment: There being no further business at this time Tami made the motion to adjourn the regular board meeting, seconded by JoAnn; motion carried. Adjourned at 4:06 p.m.

Respectfully submitted by Marge Myers, Secretary