

## Lincoln County Library System

Board of Trustees Meeting, October 19, 2023

1:00 p.m. – Lincoln County Library – Kemmerer, Wyoming

The meeting was called to order at 1:02 p.m. by Chairperson Countryman. Present were Board of Trustees members –Traci Countryman, Ann Willford, Anne Bluemel (via tele-conference), and Gayle Chadwick (via tele-conference). Director - Missy Harris and Operations Manager - October Dunford. Lynn Donnelley was absent.

Chairperson Countryman asked if there were any changes to the agenda or to the minutes of September 21, 2023. There were no changes. The agenda and minutes were accepted by consensus.

### Acceptance of Bills

It was moved to accept the end of month September 2023 vouchers in the amount of \$102,846.78 and October 2023 vouchers in the amount of \$9,563.29 (Chadwick/Willford); motion carried.

### Action items:

None

### Discussion Items:

### FY24 Strategic Plan:

Strategic Goal #1: Outreach

Strategic Goal #3: Staff Training

Strategic Goal #3: Technology

### Staffing Recognition:

Lincoln County Library System: Missy Harris and Terri Cartwright successfully completed Fundamental of Cataloging class. October Dunford successfully completed Ed2Go 2019 Microsoft Excel class.

Lincoln County Library: In September, Michelle Carollo celebrated 5 years with the Lincoln County Library.

### Facilities:

Alpine Branch Library: The County Commissioner's approved the quote, \$20,705.01, for solar lights in the Alpine library parking lot. Installation has been postponed until Spring 2024 due to scheduling conflicts.

### Board Training:

The FY23 Annual Report has been submitted to the Wyoming Department of Audit. Public Officer training is now required of all Boards and needs to be completed by July

1, 2024. A virtual training course is being offered on October 24th by the State of Wyoming Public Funds Division. Director Harris will keep the Board informed as more training becomes available.

Upcoming events were noted.

Financial statements, branch manager's and youth service librarian's reports were reviewed.

Chairperson Countryman asked if there were any public comments. There were none.

It was moved to adjourn the meeting at 1:21 p.m. (Chadwick/Bluemel); motion carried.

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Submitted by

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Date

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Traci Countryman, Chairperson

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Date