

Lincoln County Library System

Board of Trustees Meeting, July 20, 2023

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

The meeting was called to order at 1:04 PM by Chairman Countryman. Present were Board of Trustees members – Anne Bluemel, Gayle Chadwick (via tele-conference), Traci Countryman. Director - Missy Harris and Operations Manager - October Dunford. Lynn Donnelley and Ann Willford were absent.

Chairman Countryman asked if there were any changes to the agenda or to the minutes of June 15, 2023. There were none. The agenda and minutes were accepted by consensus.

Reorganization of the Board: A motion was made to keep the current slate of officers: Traci Countryman, Chairman; Gayle Chadwick, Vice-Chairman; Anne Bluemel, Treasurer. (Bluemel / Chadwick); motion carried.

It was moved to accept the end-of-month June 2023 vouchers in the amount of \$105,062.07 and July 2023 vouchers in the amount of \$4,523.00 (Chadwick / Bluemel); motion carried.

Action Items

a. Approve FY24 Budget

After some discussion, the FY24 Budget, in the amount of \$1,911,837 was approved. (Chadwick / Bluemel); motion carried. This budget included a One time Bonus for employees as of 7/1/2023. Bonus to be paid as follows: employees who are working 20 hours or more effective on 7/1/2023 will receive a \$3,000 one time bonus and those employees who are working less than 20 hours a week on 7/1/2023 will receive a \$1,500 one time bonus. This bonus is to be paid by the end of July 2023.

b. Approve FY24 Board Meeting Dates

The FY24 Board Meeting Dates were approved as presented. (Bluemel / Chadwick); motion carried.

c. Accept FY24 Depository Banks

The FY24 Depository Banks were accepted as presented. (Bluemel / Chadwick); motion carried.

d. Approve FY24 Contract with Wade Hirschi, CPA, PC

The FY24 Contract with Wade Hirschi, CPA, PC was approved as presented. (Chadwick / Bluemel); motion carried.

Discussion Items

FY23 Action Plan (Goals):

The Training Guidebook is nearing completion and is currently being utilized in our branches.

Board Member:

Ann Willford has been appointed to her first full term as a board member. This term will expire on June 30, 2026.

Staffing:

Cokeville Branch Library:

Kelly Bennington, Library Assistant, resigned effective June 28, 2023.

Facilities:

Alpine Branch Library: Wendi Walton, Branch Manager, will be taking a proposal to install solar lights in the Alpine Branch parking lot to the Town of Alpine’s City Council for approval on July 25th. If the proposal is approved by the Town, Matt Mochel will present the proposal to the Commissioners for approval.

La Barge Branch Library: The skylights have been repaired. Chip sealing and striping the parking lot will occur at a later date.

Lincoln County Library: The roof of the Lincoln County Library has been repaired.

Out and About:

Terri Cartwright, Tech Services, attended the annual WYLD Conference in Casper on June 1-2. WYLD staff gave updates and offered sessions on different aspects of WYLD.

Upcoming events were noted.

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

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

It was moved to adjourn the meeting at 1:44 PM . (Bluemel / Chadwick); motion carried.

Submitted by

date

Traci Countryman, Chairman

date