

**CARBON COUNTY LIBRARY BOARD**  
**MINUTES**  
July 15, 2020 Rawlins Branch Library

**CALL TO ORDER:** 11:04 am by Chair Linda Fleming

**ROLL CALL:** All attending by phone or ZOOM. Linda Fleming, Patti Hays, Mandy Goodwin & Steven Dinero. Absent: Alex Bakken Staff: Jake Mickelsen

**AGENDA: Motion to approve the agenda (Goodwin/Dinero) passed**

**ELECTION OF OFFICERS: Motion to approve officers as slate to include Linda Fleming, Chair; Steven Dinero, Vice Chair; Alex Bakken, Treas.; Patti Hays, Sec. (Hays/Goodwin) passed**

**MINUTES: June 17<sup>th</sup>, 2020 minutes (Fleming/Goodwin) passed. Hays/Dinero abstaining**

**APPROVAL OF EXPENDITURES: Motion to approve the expenditures for June, 2020 in the amount of \$13,040.74. (Goodwin/Hays) passed**

**DIRECTOR'S REPORT:** Mr. Mickelsen reported having all locations open with visits slowly increasing. ILL service restored on the 6<sup>th</sup>. The Medicine Bow Branch closed on the 7<sup>th</sup>. In person programming still on hold. The summer reading program up and running. CDT hike participation on June 27<sup>th</sup>. Storytime is on Facebook live. Using resources to place programming outside. Reviewing possibilities of reimbursement of funding lost during closure through the SLIP grants. WLS Conference online. Candidates for the Branch Manager in Rawlins Were interviewed. Old computers are being replaced. Vacation for director means Valencia Sherman will be in Charge. The director attended a Chamber reorganization Meeting.

**FOUNDATION REPORT:** There was no July meeting held.

**FRIENDS REPORT** LSRV, report by Linda Fleming via email for some help for Sandy and a short discussion on the trailer. Saratoga, reported by Mandy Goodwin had a July meeting with very few agenda items.

**FINANCIALS:** Discussion on the Budget vs. Actual showing on track for the year. No Questions on the payroll summary or the final report for the 2019-2020 fiscal year. **Motion to accept the financials and file for audit (Goodwin/Dinero) passed**

**UNFINISHED BUSINESS:**

- **STRATEGIC PLAN:** the plan focus on Goals: with a connection to the community, support for educational and cultural opportunities, increase in public awareness, a need to exert and demonstrate positive economic support, and to promote and organize health. Each goal is listed with objectives. This will be moved to the next meeting. Anticipated outcome will be addressed which means each objective will be addressed with the expected/anticipated result.
- Carbon Building Renovation progressing shows the floor plan showing the adapted children's area including a readily accessible bathroom. Shelving will be moved to make adjustments also.
- Patron Confidentiality Policy - not updated and still under review by legal
- Board conflict of interest policy revisions – no update and still under legal review

## **NEW BUSINESS**

- FY21 Budget – Insurance will be lower in cost for the coming year. The Budget is very satisfactory with the Commissioners budgeting a bottom line amount and the director having the liberty to allocate to line items as necessary. **Motion to accept the FY21 Budget (Dinero/Goodwin)passed**
- Vehicle replacement is on the 2021 goal for the library system. There is \$10,000 budgeted and \$20,000 planned for a vehicle. Library Foundation is in on the purchase with funding. **Motion to seek bids for vehicle purchase, soliciting up to 5 bids with a \$25,000 maximum. (Hays/Goodwin) passed.**

**ADJORN:** 12:20 PM adjournment with the next meeting August 19thm, 202 at the LSRV branch library in Baggs.

PH/ph *approved August 19, 2020 (Goodwin/Bakke)*