

CARBON COUNTY LIBRARY BOARD
MINUTES
April 20, 2022 Sinclair Branch

CALL TO ORDER: 11:10 am by Chair Linda Fleming.

ROLL CALL: Linda Fleming, Patti Hays, & Leigh Nation Staff: Maria Wenzel Excused: Mandy Goodwin, Karon Wilson

AGENDA: (Nation/Hays) passed with adjustments

CUSTOMER COMMENTS AND CORRESPONDENCE: Comments were submitted from the Rawlins branch which generally were very positive about the selection of movies and books in the library as well as the “possibilities a library possesses.” Congrats to the staff for their great customer service.

APPROVAL OF MINUTES: January 19th, 2022 meeting (Nation\ Hays) passed
March 16th, 2022 meeting (Nation/Fleming) passed

APPROVAL OF EXPENDITURES: Motion to approve the expenditures for April 2022 in the amount of \$16,613.50 (Hays/Nation) passed Discussion about including the debit card purchases to the expenditures so they are approved also. The debit card expenditures reflect the month prior to the meeting. The accountant will be asked to add these to the Bills to Pay sheet under EFT.

DIRECTOR’S REPORT:

- The Rawlins Branch will hold a grand opening for the Makerspace on April 29th at 4pm. Guidelines are uploaded and the calendar is live on the website.
- Spring Staff meeting will be 12-4pm on April 29th with the libraries closed to the public.
- The new computers purchased through the Library Foundation have arrived and are being loaded and installed.
- Lego Club in Rawlins is a big hit. Wednesdays around 40 kids are attending.
- Literacy night and YouTube Yoga have been added
- The egg hunt at the Rawlins branch was a lot of fun for staff and patrons. Several branches picked up the hunt also.
- Staff has been added in the Rawlins Branch and LSRV and Hanna Branches
- Elk Mountain has an active Dominoes club
- Encampment has book club and Yoga classes. Small plumbing emergency solved.
- Hanna put together crafts and stick together puzzle. New Branch Manager Jo Wohl is on staff. Facility was rekeyed.
- LSRV new branch manager. Slight toilet emergency was solved
- Sinclair participated in the egg hunt
- New items are added to the collections each month.

FOUNDATION REPORT-Meeting on the 14th. Plans to do staff appreciation on the 29th during all county meeting.

FRIENDS OF THE LIBRARY – LSRV trailer moved to the school to again be addressed by artists. The new librarian has taken the book club with great success.

Saratoga – Seed project very successful

FINANCIALS: Reviewed payroll, budget vs. actual, receipts and expenditures and general ledger. County deposits have been prompt. A few items on in the budget have been spent out. **Motion to accept the financials as reviewed and file for audit (Nation/Hays) passed**

UNFINISHED BUSINESS:

- Makerspace – Grand opening, April 29th at 4pm
- Debit Cards issued – **Motion to issue a Carbon County Library Debit Card to Director Maria Wenzel, to issue a Carbon County Library Debit Card to Jo Wohl the MedBow/Hanna Branch Manager, and issue a Carbon County Library Debit Card to Becka Evans the LSRV Branch Manager (Nation/Hays) Passed**
- Library bonds update – Changes have been made to the bonds. The changes made to the bond were somewhat difficult but will be tackled.

NEW BUSINESS

- Review of the current library budget from the accountant the Board members would like a change in line item 26500 from “miscellaneous income” to “grants” on the Statement of Receipts and Expenditures

COMMENTS FROM THE BOARD:

- Ms. Nation asked about the Monday open as opposed to Saturday open. Ms. Wenzel finds the Saturday patron count low and hours short while Monday open late with a larger patron count.
- Budget time with concerns for the Sinclair branch. Director and Ms. Nation agreed Sinclair branch worked on a very small budget amount with the support from the Town of Sinclair.

ADJOURN: 12:23 pm

Next meeting May 18th, 2022 Saratoga Branch

PH/ph