

CARBON COUNTY LIBRARY SYSTEM

BOARD OF DIRECTORS – MINUTES

May 19th, 2021 Medicine Bow Branch Library

CALL TO ORDER: 11:10AM by Chair Linda Fleming

ROLL CALL: Linda Fleming, Mandy Goodwin, Leigh Nation. Absent, Alex Bakken, Patti Hays. Staff: Jacob Mickelsen, Maria Wenzel, Bonnie Culver

AGENDA: Motion to approve the agenda (Goodwin, Nation) passed

Meet CCLS Staff: Bonnie Culver, outgoing Medicine Bow Branch Manager

MINUTES: May 19th, 2021 (Nation, Goodwin) passed with corrections

APPROVAL OF EXPENDITURES: Motion to approve the expenditures for December 2020 in the amount of \$19,288.72 (Goodwin, Nation) passed. Expenditures included all accounts for telecom services, travel fuel, accounting services, payroll and benefit obligations, and office supplies.

DIRECTOR'S REPORT: Mr. Mickelsen reports that Wyoming Reads event was held 5/18, attended by every first grader in the county and sponsored by the Rotary Club. Summer Reading Prizes ordered, programs planned, will have an outdoor theme. CDT Partnership Program hikes planned. Creative Aging programming will begin in late summer. Collection weeding is nearly complete for the move, neighborhood locations plotted out. Overdrive and Libby now available to all patrons, and Cloudlibrary will go offline at the end of the month. Casper Star Tribune now being delivered to Rawlins. Director is finishing grant forms for the Makerspace and CCSD#2 Rec Board. WLA is proposing creating an "Executive Secretary" position. WLA Conference will be held digitally in October, with the theme of "Resilience". High employee turnover at the state library is temporarily affecting some services. ARPA funds will likely cover FY21-23 WYLD Annual and Consortium fees, in addition to OCLC costs. FY21 WYLD Annual fees will be refunded to us via check in June.

FOUNDATION REPORT: Meeting held 5/13/21, final touches on "Shred Day" fundraiser held 5/15. Fundraiser was successful, raising several hundred dollars, and the Foundation plans to do it again next year. The pumpkin run is still on track for September. The Foundation voted to re-allocate unexpended FY20 programming funds to outfitting the new makerspace. Discussion of home delivery service tabled.

FRIENDS REPORT: Saratoga Friends Seed Library is up and running, they are holding a sunflower growing competition over the summer.

FINANCIALS: Motion to accept the financials reviewed and file for audit (Goodwin, Nation) passed

UNFINISHED BUSINESS:

- Carbon Building Renovation – Will close 5/28 for the Memorial Day holiday and plan to reopen 6/21. Discussion of moving schedule and logistics. Grand opening will be held 6/21
- **LGLP Renewal – Motion to accept the \$500 deductible plan (Nation/Goodwin) passed**

- Executive Director Review – Discussion of how to adapt form from the City of Rawlins. Chair Fleming asked that Director make adjustments to the form for board review.

NEW BUSINESS:

- Meeting Rooms – Discussion of meeting rooms policy, BoCC is working on it in conjunction with the County Clerk. Tabled until BoCC can look at it.

ADJORN: 12:30PM adjournment with the next meeting June 16th, 2021 at 11:00AM at the Rawlins Library.

Respectfully submitted, Jacob Mickelsen