

Lincoln County Library System

Board of Trustees Meeting, July 24, 2025

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

The meeting was called to order at 1:02 p.m. by Vice Chairperson Chadwick. Present were Board of Trustees members – Gayle Chadwick, Jean Kelley (via video-conference), Rosalie Tratnik and Ann Willford; Director - Missy Harris and Operations Manager - October Dunford. Board of Trustees member Anne Bluemel was absent.

Vice Chairperson Chadwick asked if there were any changes to the agenda or to the minutes of June 19, 2025 and the Executive Session minutes of June 19, 2025. There were no changes. The agenda and minutes were accepted by consensus.

Reorganization of the Board: Rosalie Tratnik moved to accept the slate of officers: Anne Bluemel, Chairperson; Gayle Chadwick, Vice-Chairperson; Ann Willford, Treasurer. Jean Kelley seconded; Motion carried.

It was moved to accept the end of month June 2025 vouchers in the amount of \$176,106.82 and July 2025 vouchers in the amount of \$31,402.65 (Willford/Tratnik); Motion carried.

Action Item

a. Adopt FY26 Budget

Following discussion, the FY26 budget totaling \$2,433,536.00 was adopted as presented. (Willford/Kelley); Motion carried.

b. Approve Transfer of Funds

A motion to transfer \$620,000 from WGIF Cash Reserves to WGIF General Funds for use in the FY26 budget was approved as presented. (Kelley/Willford); Motion carried.

c. Approve FY26 Board Meeting Dates

The FY26 Board Meeting dates were approved as presented. (Tratnik/Willford); Motion carried.

d. Adopt FY26 Depository Banks

The FY26 Depository Banks were adopted as presented. (Willford/Tratnik); Motion carried.

e. Approve Change in Library Building Hours

Following discussion, the change in library building hours effective August 1, 2025, was approved. (Kelley/Willford); Motion carried.

Discussion Items

FY25 Strategic Plan:

Highlights from the Strategic Plan goals for June include:

- GOAL #1: Strengthen marketing and outreach services to improve public awareness of library programs and services.
 - Seek partnership for collaboration.
 - Cokeville partnered with the St. Bartholomew's Episcopal Church

and the Cokeville Senior Center hosting a pizza party at the Cokeville Town Park.

- La Barge Branch has partnered with the La Barge Activities Committee and participated in the Independence Day Celebration.
- Participate in community events to promote library services and resources.
- Alpine participated in the annual Town of Alpine Mountain Days event.

Technology

As of June, the Libby app now includes Content Controls, allowing parents and guardians to better manage the materials their children can access. In addition, mature content titles will no longer be visible until a library card is added, providing an added layer of protection and customization.

Impact of Property Tax Legislation:

Director Harris provided the board with a brief overview of how recent property tax legislation is affecting libraries across Wyoming.

Facilities:

Alpine Branch: On Thursday, May 8, 2025, Sublette Electric removed one of the solar lights from the parking lot due to a malfunction. Upon inspection, they determined the battery was defective. The replacement will be covered under warranty, with installation anticipated in late October.

Cokeville Branch: Cleaning Express resigned as the cleaning company for the Cokeville Branch on June 30, 2025. We have advertised for bids, but have not received any to date. The Cokeville Branch Manager has indicated the Cokeville staff will clean the library for the foreseeable future. We are still waiting for repairs for the front door, repair of the back porch railing, replacement of the outside book drop, and an inspection of the skylights for potential leaks.

La Barge Branch: The window blinds were installed on June 17, 2025 and the staff is very thankful for the upgrade.

Upcoming events were noted.

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

Vice Chairperson Chadwick asked if there were any public comments. There were none.

It was moved to adjourn the meeting at 1:49 p.m. (Tratnik/Willford); Motion carried.

Submitted by

Date

Anne Bluemel, Chairperson

Date

Ann Willford, Treasurer

Date