

Lincoln County Library System

Board of Trustees Meeting, October 16, 2025

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

The meeting was called to order at 1:00 p.m. by Chairperson Bluemel. Present were Board of Trustees members - Anne Bluemel, Gayle Chadwick (via video-conference), Jean Kelley (via video-conference), and Rosalie Tratnik; Director - Missy Harris and Operations Manager - October Dunford. Commissioner Teri Bowers was present. Board of Trustees member Ann Willford was absent.

Chairperson Bluemel asked if there were any changes to the agenda or to the minutes of September 18, 2025. There were no changes. The agenda and minutes were approved by consensus.

Acceptance of Bills

It was moved to accept the end of month September 2025 vouchers in the amount of \$143,336.10 and October 2025 vouchers in the amount of \$37,652.89 (Tratnik/Kelley); Motion carried.

Action Items

None

Discussion Items

FY26 Strategic Plan

Highlights from the Strategic Plan goals:

- GOAL #3: Facilitate staff training in needed areas.
 - Four staff members attended the Wyoming Library Association Conference in Casper.

Technology

In September, Director Harris developed an online, fillable evaluation form to streamline the annual employee evaluation process. While the content remains unchanged, the format for collecting evaluations has been modernized. The form will be presented to managers at the October meeting for feedback prior to its implementation in January.

Staff - Wyoming Library Association Conference

Four staff members from the La Barge, Lincoln, and Thayne libraries attended the Wyoming Library Association Conference in Casper. Events like WLA provide important opportunities for professional growth, collaboration, and the exchange of ideas that help enhance library services systemwide.

Facilities

Cokeville Branch: The exterior book drop is now installed, and the back porch railing has been repaired. Front door repairs remain pending. No additional skylight leaks have been noted, and the issue appears to have been due to condensation.

La Barge Branch: On August 27, 2025, a pane of a double-pane side window was found broken. DJ's Glass has measured for replacement, and installation is forthcoming.

Upcoming events were noted.

Financial statements, Branch Managers and Youth Service Librarians reports were reviewed.

Chairperson Bluemel asked if there were any public comments. There were none.

It was moved to adjourn the meeting at 1:27 p.m. (Kelley/Chadwick); Motion carried.

Submitted by

Date

Anne Bluemel, Chairperson

Date

Ann Willford, Treasurer

Date