

Lincoln County Library System

Board of Trustees Meeting, November 18, 2021

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

The meeting was called to order at 1:01 p.m. by Chairman Tratnik. Present were Board of Trustees members – Traci Countryman (via tele-conference), Lynn Donnelley (via tele-conference), Lorelle McPhee (via tele-conference) and Rosalie Tratnik; Assistant Director - Missy Harris and Director – Richard Landreth. Diane Sakai was absent.

Chairman Tratnik asked if there were any public comments. There were none.

Chairman Tratnik asked if there were any changes to the agenda or to the minutes of October 21, 2021. There were no changes. The agenda and minutes were accepted by consensus.

Lorelle moved to accept the end-of-month October 2021 vouchers in the amount of \$90,353.60 and November 2021 vouchers in the amount of \$20,255.82. Traci seconded. Motion carried.

Action Items

Monthly Policy Review:

Materials Policy - Tabled until December board meeting. Richard is waiting for the County Attorney's response to the suggested changes.

Technology Policy - No changes were recommended by the board.

Suspension of Vacation Leave Policy: Lynn moved to reinstate the Vacation Leave Policy effective November 18, 2021, and those who are currently out of compliance will have until June 30, 2023 to bring their vacation leave hours into compliance. Lorelle seconded. Motion carried.

Discussion Items

Action Plan Update: On October 11 the System met for the training Symposium. The day was packed with sessions including mental health and wellness, personality profile information, customer service and using Google tools. Progress of all FY22 goals was reviewed.

COVID-19 Update: Richard and Missy continue to monitor numbers closely.

Director at AASL: Richard co-presented at the national AASL conference in Salt Lake City with former colleagues about school/public library collaboration.

Facilities:

1. Cokeville: The windows were sealed on 10/13/21.
2. Thayne: Carpets were scheduled to be cleaned on 10/9. Due to machine failure, this did not occur. (All library locations are scheduled for cleaning in Spring 2022.)
3. Alpine: County maintenance cleared out trees/branches/shrubs.

Upcoming events were noted.

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

Lorelle moved and Lynn seconded to adjourn the meeting. Chairman Tratnik adjourned the meeting at 1:38 p.m.

Submitted by

date

Rosalie Tratnik, Chairman

date

The November payroll, payroll taxes and other end of month payables totaled \$91,715.00.