

## Lincoln County Library System

Board of Trustees Meeting, September 21, 2023  
1:00 p.m. – Lincoln County Library – Kemmerer, Wyoming

The meeting was called to order at 1:01 p.m. by Chairperson Countryman. Present were Board of Trustees members – Anne Bluemel, Gayle Chadwick (via tele-conference), and Traci Countryman. Director - Missy Harris and Operations Manager - October Dunford. Lynn Donnelley and Ann Willford were absent.

Chairperson Countryman asked if there were any changes to the agenda or to the minutes of August 17, 2023.

Director Harris requested Action item: 1a. La Barge Branch Library's possible closure on October 6, 2023 be added. There were no other changes. The amended agenda and minutes were accepted by consensus.

It was moved to accept the end-of-month August 2023 vouchers in the amount of \$103,494.39 and September 2023 vouchers in the amount of \$4,473.98 (Bluemel/Chadwick); motion carried.

### Action items:

The Board approved the closure of the La Barge Branch Library for staff to attend the Wyoming Library Association (WLA) Conference, if needed, on October 6, 2023 (Bluemel/Chadwick); motion carried.

### Discussion Items:

#### FY24 Strategic Plan

Strategic Goal #1: Director Harris provided an update on the new hours for the La Barge Branch Library. The new hours are consistent and will be beneficial to the community.

Strategic Goal #3: Facilitate staff training in needed areas: Star Valley Branch staff went to Thayne Branch Library to observe and learn how things run in other libraries. Staff was pleased with the valuable information shared.

### Staffing:

La Barge Branch Library: Teresa Bright's first day August 29, 2023

Star Valley Branch Library : Rachel Rudd's first day September 5, 2023

### Facilities:

Alpine Branch Library: The County Commissioner's approved the quote, \$20,705.01, for solar lights in the Alpine library parking lot. The library will cover the cost for blueprints for the project, \$650. No date for installation has been set at this time.

Policies:

Director Harris is reviewing the library policies to ensure they are current and relevant. She plans to bring suggested changes and new policies to the board for review over the next several months.

Local Government Annual Report/ Board Training:

The FY23 Annual Report has been submitted to the Wyoming Department of Audit. Public officer training is now required of all Boards and needs to be completed by July 1, 2024. A virtual training course is being offered on October 24th by the State of Wyoming Public Funds Division. Director Harris will keep the Board informed as more training becomes available.

Upcoming events were noted.

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

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

It was moved to adjourn the meeting at 1:26 p.m. (Chadwick /Bluemel); motion carried.

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Submitted by

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date

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Traci Countryman, Chairperson

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date