

Lincoln County Library System

Board of Trustees Meeting, June 20, 2024

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

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

Vice Chairperson Chadwick asked if there were any changes to the agenda or to the minutes of May 23, 2024. There were no changes. The agenda and minutes were accepted by consensus.

Acceptance of Bills

It was moved to accept the end of month May 2024 vouchers in the amount of \$113,906.21 and the June 2024 vouchers in the amount of \$5,907.46 (Willford/Bluemel); Motion carried.

Action items

None

Discussion Items

Executive Session - Personnel

The Board moved into Executive Session at 1:06 p.m. to discuss a personnel issue. (Bluemel/Willford); Motion carried.

The Board adjourned the Executive Session and reconvened the regular session at 1:33 p.m. (Bluemel/Willford); Motion carried.

Trustee Bluemel moved to approve the following items as discussed in the Executive Session:

- The Board moved to approve the settlement in the amount of \$2,000 as proposed by council.
- The Board grants Local Government Liability Pool council, Tom Thompson authority to proceed as discussed in the Executive Session.
- The Board agrees to management attending ADA and Anti-Discrimination training.

(Bluemel/Willford); Motion carried.

FY24 Strategic Plan

Highlights from the Strategic Plan goals

- GOAL #1: Strengthen marketing and outreach services to improve public awareness of library programs and services.
 - Expand outreach and programs.
 - Star Valley Branch implemented a community garden.
 - Seek partnerships for collaboration.
 - Thayne Branch collaborated with the Town of Thayne to offer a women's self-defense class for employees of the library and community center.

Board Training

Training must be completed by June 30, 2024. Per the statute, any public officer who does not complete the training within one year of being appointed to the board may be removed from the board. The Wyoming Department of Audit is now offering a self-paced course to accommodate public officers training requirements set forth in W.S. 9-1-510, there is no requirement to pre-register. There are 6 modules to watch and then an online exam. Materials, Video, and Exam Questions can be found at: <https://audit.wyo.gov/public-funds/training-public-officer>

Staff

Star Valley Branch Library: Krysti Wood was hired as a Library Assistant on May 21, 2024.

Facilities

Alpine: Automatic door openers and new door locks were installed. The outdoor solar lights for the parking lot are to be installed in June. Carpets are to be cleaned in June.
Cokeville: Automatic door openers will be installed in June, and the outside of the library will be painted.
La Barge: Automatic door openers were installed. The outside flower bed was redone to be low maintenance and the flagpole lights were repaired.
LCL: Automatic door openers will be installed in June. The stucco around the back of the building will be repaired in June.
Star Valley: Automatic door openers were installed. Carpets are to be cleaned in June.
Thayne: Carpets are to be cleaned in June.

Technology

Director Harris ordered two new staff computers for Cokeville Branch and is working on repairing one computer for Star Valley and another computer for Thayne.

Board of Trustees

The entire library board and our community wish to express our profound gratitude to Traci Countryman and Lynn Donnelley for their exceptional dedication and invaluable contributions throughout their tenure on the library board.

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 1:50 p.m. (Chadwick/Bluemel); Motion carried.

Submitted by

Date

Chairperson

Date

Anne Bluemel, Treasurer

Date