

Lincoln County Library System

Board of Trustees Meeting, March 21, 2024

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

The meeting was called to order at 1:00 p.m. by Chairperson Countryman. Present were Board of Trustees members - Ann Bluemel (via video-conference), Traci Countryman, Gayle Chadwick (via video-conference), Lynn Donnelley (via Video-conference), and Ann Willford; Commissioner Teri Bowers (via video-conference), Director - Missy Harris and Operations Manager - October Dunford.

Chairperson Countryman asked if there were any changes to the agenda or to the minutes of February 15, 2024 and the Executive Session Minutes of February 15, 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 February 2024 vouchers in the amount of \$120,839.60 and March 2024 vouchers in the amount of \$12,120.79 (Bluemel/Chadwick); Motion carried.

Action items

Approve FY25 Proposed Budget in the amount of \$2,031,371, with the new salary pay scale contingent on commissioners approval at the April commissioners board meeting. (Willford/Chadwick) ; Motion carried.

Discussion Items

FY24 Strategic Plan

Highlights from the Strategic Plan goals for January include:

- Seek Partnerships for Collaboration. (Goal #1)
 - Star Valley hosted/collaborated with multiple entities for their Community of Kindness Winter Carnival held on February 29, 2024.
 - Alpine partnered with the Bank of Jackson Hole and Farm Bureau Insurance to provide an Anti Fraud Program for Seniors
- Engage in highly collaborative, virtual communication via all libraries to increase efficiency and positive impact on services. (Goal #3)
 - Youth services librarians met to exchange ideas on February 8, 2024.

Board Training

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>

Youth Services Meeting

On February 8, 2024, the Youth Services Librarians met virtually to strategize programs for the upcoming summer reading session. This gathering provides them with an excellent platform for collaboration, enabling them to share successes and identify areas requiring improvement.

Facilities

Lincoln County Library: The installation of new restroom stalls and ceiling tiles has been completed.

Cokeville Branch Library: A tree in the front of the library is causing damage to the concrete and neighboring building. County maintenance is currently obtaining quotes for its removal and the subsequent grinding of the stump. Additionally, the stucco around the exterior of the building requires repairs. County maintenance has enlisted the services of a contractor, with an expected completion date within the next couple of weeks.

Annual Staff Reviews

Annual reviews have been completed.

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 2:00 p.m. (Chadwick/Willford); Motion carried.

Submitted by

Date

Traci Countryman, Chairperson

Date

Anne Bluemel, Treasurer

Date