

## Lincoln County Library System

Board of Trustees Meeting, May 22, 2025

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 - Gayle Chadwick (via video-conference), Jean Kelley (via video-conference), Rosalie Tratnik and Ann Willford; Director - Missy Harris and Operations Manager - October Dunford. Board of Trustees member Anne Bluemel was absent.

Vice Chairperson Chadwick asked if there were any changes to the agenda or to the minutes of April 17, 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 April 2025 vouchers in the amount of \$150,542.12 and May 2025 vouchers in the amount of \$5,876.68 (Kelley/Tratnik); Motion carried.

### Action Items

None

### Discussion Items

### FY25 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 programs and activities
    - Cokeville provided a space for Cokeville Care Service Club for their meeting. They made wooden toy cars for a humanitarian project.
    - Star Valley held a series of gardening classes (Glow a Little Extra) and set up raised flower beds to grow food for the community.
  - Seek Partnership for collaboration
    - Star Valley partnered with the Wyoming Afterschool Alliance to provide native Wyoming wildflowers for programming.

### Opioid Overdose Prevention Policy

Brittany Ritter from Lincoln County Prevention contacted Director Harris regarding the possibility of placing Naloxone (Narcan) in library buildings. Per Wyoming Statute 35-4-904(b), any entity receiving Narcan by standing order must have a compliant treatment policy in place. Director Harris reviewed sample policies from other libraries, including one from Teton County Library, and shared this information with branch managers. After discussion, staff expressed that there is no current need for Narcan in library buildings and raised concerns related to liability, training, and administration. The Board of Trustees determined that no action is necessary at this time and agreed to revisit the matter only if a future need arises.

### Technology

La Barge Security Cameras: Director Harris, with assistance from County IT, successfully installed the new Cloud Key and Wi-Fi access point. This resolved the issue with the La Barge security cameras, which are now fully operational.

Computer Upgrades: Twelve new computers were ordered for various libraries across the system. So far, nine of the computers have been installed in Alpine(4), Thayne(3), La Barge(1), and Kemmerer(1). The remaining three are designated for Afton and will complete this year's planned computer upgrades.

#### FY26 Budget Hearing

On May 5, 2025, Director Harris and Chairperson Bluemel attended the LCLS Budget Hearing with the County Commissioners. To comply with the Commissioners' requests, Director Harris—incorporating feedback from Chairperson Bluemel—presented an amended FY26 budget in the amount of \$2,449,258.

#### Facilities

Cokeville Branch: Cokeville is experiencing several issues. We are awaiting repairs for the front door, replacement of the outside book drop, and an inspection of the skylights for potential leaks.

Fire & Safety Compliance: On April 3, 2025, the North Lincoln County Fire Marshal conducted inspections at the Afton and Alpine library facilities. A few minor issues were identified during the visits, but all were promptly addressed by maintenance staff.

Upcoming events were noted.

Financial statements, Branch Managers and Youth Service Librarians 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. (Tratnik/Willford); Motion carried.

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Submitted by

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Date

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Anne Bluemel, Chairperson

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Date

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Ann Willford, Treasurer

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Date