

Lincoln County Library System

Board of Trustees Meeting, August 20, 2020
1:00 p.m. – Lincoln County Library – Kemmerer, Wyoming

The meeting was called to order at 1:07 p.m. by Chairman Tratnik. Present were Board of Trustees members – Anne Bluemel, Lynn Donnelley (via tele-conference), Lorelle McPhee, Rosalie Tratnik; Assistant Director – Missy Harris; and Director – Richard Landreth. Diane Sakai was absent.

Chairman Tratnik asked if there were any changes to the agenda or to the minutes of July 23, 2020. There were no changes. The agenda and minutes were accepted by consensus.

Anne moved to accept the end-of-month July 2020 vouchers in the amount of \$73,133.39, and August 2020 vouchers in the amount of \$17,960.97. Lorelle seconded. Motion carried.

Action Items:

Anne moved to approve the proposed LCLS Policy Manual. Lynn seconded. Motion carried.

Discussion Items:

Action Plan Update: Goals for FY21 will be ready for the Board in September. Director's job description is the only one left to complete.

Covid-19: Lincoln County Library System continues to run at Stage 4 of the Closing/Opening plan.

- Curbside pickup service is still being used.
- 96 virtual programs (storytime, etc.) were presented across the Library System.

Staffing: La Barge: Advertising for a library assistant through August 7th.

Facilities: Cokeville: Skylights were installed.

Technology: Richard and Missy have worked on the website, preparing for the migration to another host.

Upcoming events were noted.

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

Chairman Tratnik adjourned the meeting at 1:26 p.m.

Submitted by

date

Rosalie Tratnik, Chairman

date

The August payroll, payroll taxes and other payables totaled \$68,912.39.