

## **Lincoln County Library System**

Board of Trustees Meeting, March 19, 2020

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

The meeting was called to order at 1:04 p.m. by Chairman Tratnik. Present were Board of Trustees members – Anne Bluemel, Lynn Donnelley, Lorelle McPhee, Rosalie Tratnik, Diane Sakai; Assistant Director – Missy Harris; Director – Richard Landreth; and Commissioner Kent Connelly.

Chairman Tratnik asked if there were any changes to the agenda or to the minutes of February 20, 2020. Diane requested the minutes be amended to show there was one objection to the Request for Reconsideration of Library Materials. Richard requested item 3.C. Epidemic Guidelines be added to the agenda. There were no other changes. The amended agenda and the amended minutes were accepted by consensus.

Diane moved to accept the end-of-month February 2020 vouchers in the amount of \$93,027.90, and March 2020 vouchers in the amount of \$35,947.26. Anne seconded. Motion carried.

Commissioner Connelly updated the board on the present state of Coronavirus (COVID-19) in Wyoming and the County's response to the Pandemic.

Diane moved to accept the Epidemic and Public Emergency Procedure Guide, understanding that these guidelines are flexible could change quickly, as presented. Anne seconded. Motion carried.

Anne recommended to move the library system into a soft close effective 6 p.m. on Friday, March 20th, until further notice, with the understanding that the situation is fluid and may require additional restrictions. Lorelle seconded. Motion carried.

Rosalie moved the meeting into a short break at 3:05 p.m.

Rosalie reconvened the meeting at 3:11 p.m.

Lorelle moved to accept the Proposed FY21 budget in the amount of \$1,542,878. Anne seconded. Motion carried.

### **Discussion Items:**

4.a. Action Plan Update: The FY20 Action Plan was reviewed and progress was noted.

4.b. System Bylaws: Richard requested the Board forward any recommendations for changes to him.

4.c. Legislative Reception: Richard attended the WLA Legislative Reception on February 20th. Richard reviewed the current status of bills affecting the library system.

4.d. Facilities:

1. Cokeville: Two new toilets were installed.

4.e. Technology:

1. Website: Working on issues with the mobile app and the “My Account” button.

4.f. Preventative Health Measures: Richard discussed measures being taken across the Lincoln County Library System to meet community preventative health needs.

4.g. Upcoming events were noted.

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

Chairman Tratnik adjourned the meeting at 3:29 p.m.

_____ Submitted by	_____ date
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_____ Rosalie Tratnik, Chairman	_____ date
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The March payroll, payroll taxes and other payables totaled \$82,657.87.