

Lincoln County Library System

Board of Trustees Meeting, May 21, 2020

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

The meeting was called to order at 1:06 p.m. by Chairman Tratnik. Present were Board of Trustees members – Anne Bluemel, Lynn Donnelley (via tele-conference), Lorelle McPhee (via tele-conference), Rosalie Tratnik, Diane Sakai (via tele-conference); Assistant Director – Missy Harris; and Director – Richard Landreth.

Chairman Tratnik asked if there were any changes to the agenda or to the minutes of April 16, 2020. There were no changes. The agenda and minutes were accepted by consensus.

Anne moved to accept the end-of-month April 2020 vouchers in the amount of \$81,338.62, and May 2020 vouchers in the amount of \$29,393.43. Lorelle seconded. Motion carried.

Reports:

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

Discussion Items:

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

7.b. Covid-19: Richard updated the Board on the current status of the services offered by the libraries and the staged opening plan.

7.c. Facilities: Nothing to report.

7.d. Technology:

1. Website: Still waiting for the "My Account" link to be fixed. We were notified this week that Sweetwater Technologies will no longer be hosting our website. Further details will be forthcoming.

7.e. Upcoming events were noted.

Action Items

Lorelle moved to accept the Lincoln County Library System By-laws as presented. Diane seconded. Motion carried.

Anne moved to table Action Item: Lincoln County Library System Policies until the June meeting. Lorelle seconded. Motion carried.

Anne moved to suspend the vacation leave policy statement, "No employee will be allowed to accumulate more than one year's vacation leave (pro-rated for part-time employees)" until further notice. This suspension is to be reviewed monthly by the Director and will be brought

back before the board to be reinstated once the restrictions imposed by Covid-19 are suspended. Lorelle seconded. Motion carried.

Chairman Tratnik adjourned the meeting at 1:32 p.m.

Submitted by

date

Rosalie Tratnik, Chairman

date

The May payroll, payroll taxes and other payables totaled \$79,915.04.