

## Lincoln County Library System

Board of Trustees Meeting, February 18, 2021  
1:00 p.m. – Lincoln County Library – Kemmerer, Wyoming

The meeting was called to order at 1:00 p.m. by Chairman Tratnik. Present were Board of Trustees members – Anne Bluemel, Lynn Donnelley (via tele-conference), Lorelle McPhee, Diane Sakai (via tele-conference), Rosalie Tratnik; Assistant Director - Missy Harris and Director – Richard Landreth.

Chairman Tratnik asked if there were any public comments. There were none.

Chairman Tratnik asked if there were any changes to the agenda or to the minutes January 21, 2021. Rosalie added Discussion Item G. Thayne meeting. There were no other changes. The amended agenda and minutes were accepted by consensus.

Lorelle moved to accept the end-of-month January 2021 vouchers in the amount of \$82,106.34, and February 2021 vouchers in the amount of \$17,751.37. Anne seconded. Motion carried.

### Action Items:

Anne moved to approve the Policy change: Meeting rooms: Addition of the following statements to the existing policy. “Use the meeting rooms at your own risk. Follow all state, county and local guidelines for maintaining health and safety.” Lorelle seconded. Motion carried.

### Discussion Items:

Action Plan Update: Wendi, Sherry and Richard are continuing to edit procedures pulled from the old manual to ensure everything is correct!

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

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

### Staffing:

Lincoln County Library: Staffing changes were discussed.

### Possible Capital Construction Project:

Richard and Rosalie visited with the Commissioners on February 2 about the possibility of a capital construction grant opportunity for the Star Valley Branch Library. A community stakeholder committee has been established to explore what the expansion might entail.

Technology:

System: Missy is working on upgrading technology in Cokeville, Kemmerer and La Barge.

Star Valley: Fiber optic lines were installed.

Audit:

System: The yearly audit has been completed and was distributed to Board members on December 29, 2020.

Thayne Branch Library:

On February 17, 2021 Rosalie, Lynn and Richard met with the mayor of Thayne, Devon Simpson, about the cost of the lease and a possible partnership with the town.

Upcoming events were noted.

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

Chairman Tratnik adjourned the meeting at 1:21 p.m.

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Submitted by

\_\_\_\_\_  
date

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Rosalie Tratnik, Chairman

\_\_\_\_\_  
date

The February payroll, payroll taxes and other payables totaled \$88,852.61.