

Lincoln County Library System

Board of Trustees Meeting, March 17, 2022

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

The meeting was called to order at 1:01 p.m. by Chairman Tratnik. Present were Board of Trustees members – Traci Countryman (via tele-conference), Lynn Donnelley (via tele-conference), Diane Sakai (via tele-conference) and Rosalie Tratnik; Assistant Director - Missy Harris and Director – Richard Landreth. Lorelle McPhee was absent.

Chairman Tratnik asked if there were any changes to the agenda or to the minutes of February 17, 2022. There were no changes. The agenda and minutes were accepted by consensus.

Traci moved to accept the end-of-month February 2022 vouchers in the amount of \$101,445.35 and March 2022 vouchers in the amount of \$13,557.69. Lynn seconded. Motion carried.

The board reviewed the Personnel Policies. One change was suggested: remove the words “in minimum increments” from Procedures for Donations, under Sick Leave Sharing. Lynn moved to adopt the proposed changes to the Personnel Policies. Traci seconded. Motion carried.

The policy now states: “A donor may authorize donations of accrued sick leave of four hours or more by completing the “Donor Form” and submitting it to the Assistant Director. All donor information is confidential.”

Traci moved to accept the proposed FY23 budget. Diane seconded. Motion carried.

Discussion Items

Action Plan Update: System staff is working on transition planning. Draft emergency pocket plans have been distributed to all buildings. Work on all other active goals continues.

Strategic Planning: Richard attended a Strategic Planning workshop in Billings, MT. Richard will be working with Teton County on facilitating a plan. Lincoln County Library System will create theirs in the coming months.

WYLD Consortium Fees: The State Library paid our 2022 WYLD Consortium Fee and Network fees. This is a one-time ARPA (American Rescue Plan Act) payment.

Technology: Cokeville had fiber internet connected in February.

Facilities: The Star Valley Branch continues to have sewer problems. It has been determined both properties involved will need to run new lines to connect to the City. Repairs to the sewer line will possibly not occur until spring.

Upcoming events were noted.

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

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

Traci moved and Lynn seconded to adjourn the meeting. Chairman Tratnik adjourned the meeting at 1:41 p.m.

Submitted by

date

Rosalie Tratnik, Chairman

date

The March payroll, payroll taxes and other end of month payables totaled \$ 92,917.60.