

Lincoln County Library System

Board of Trustees Meeting, July 22, 2021

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

The meeting was called to order at 1:02 p.m. by Chairman Tratnik. Present were Board of Trustees members – Lynn Donnelley (via tele-conference), Lorelle McPhee, Diane Sakai (via tele-conference), Rosalie Tratnik; Assistant Director - Missy Harris and Director – Richard Landreth. Traci Countryman was absent.

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 of June 17, 2021. There were no changes. The agenda and minutes were accepted by consensus.

Lorelle nominated Rosalie as Chairman and Diane seconded. Rosalie nominated Lorelle for Vice Chairman and Lynn seconded. Lorelle nominated Traci as Treasurer and Rosalie seconded. Motion carried.

Diane moved to accept the end-of-month June 2021 vouchers in the amount of \$110,605.92 and July 2021 vouchers in the amount of \$2,306.20. Lynn seconded. Motion carried.

Action Items:

FY22 Budget: Lynn moved to approve FY22 Budget in the amount of \$1,612,941. Diane seconded. Motion carried.

Diane moved to approve FY22 Board Meeting Dates as presented. Lorelle seconded. Motion carried.

Diane moved to accept FY22 Depository Banks as presented. Lorelle seconded. Motion carried.

Diane moved to approve FY22 Contract with Succentrix Business Advisors as presented. Lorelle seconded. Motion carried.

Discussion Items:

Action Plan Update: Building managers continue to comment/edit/add to the procedures manual. Richard is continuing to update as suggestions are made.

COVID-19: With the expiration of Statewide Health Orders, the Lincoln County Library System moved into Stage 5 of the Closing/Opening plan.

- There are still masks being worn when in direct contact with patrons.
- Curbside pickup service is still being used.

WYLD Annual: Richard attended the annual WYLD meeting virtually on June 3 and 4. WYLD staff demonstrated improved and new products available. The WYLD Network

conducted an ILS (Integrated Library System) review this past year. It was determined that we are staying with the current system until further notice.

Technology:

1. Fiber optic: Allwest is working with the Cokeville Branch Library and Matt to get the fiber optic line into the building.

Facilities:

1. Cokeville: The air conditioning system is not operating properly. Matt is working to solve the issue(s).

Upcoming events were noted.

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

Lynn moved and Diane seconded to adjourn the meeting. Chairman Tratnik adjourned the meeting at 1:28 p.m.

Submitted by

date

Rosalie Tratnik, Chairman

date

The July payroll, payroll taxes and other payables totaled \$82,102.89.