

## Lincoln County Library System

Board of Trustees Meeting, August 19, 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 – Traci Countryman (via tele-conference), Diane Sakai (via tele-conference), Rosalie Tratnik; Assistant Director - Missy Harris and Director – Richard Landreth. Lynn Donnelley and Lorelle McPhee were 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 June 17, 2021. There were no changes. The agenda and minutes were accepted by consensus.

Traci moved to accept the end-of-month July 2021 vouchers in the amount of \$82,102.89 and August 2021 vouchers in the amount of \$11,744.66. Diane seconded. Motion carried.

### Discussion Items:

Building managers and Richard continue to comment/edit/add to the procedures manual. New goals are being prepared for FY22.

COVID-19 Update: Lincoln County Library System is in Stage 5 of our Closing/Opening plan (Full services, fully open with no restrictions.) However employees are to wear masks when in direct contact with patrons.

### Technology:

1. Fiber optic: Cokeville Branch Library now has a fiber optic line.

### Facilities:

1. Cokeville: A new air conditioner has been installed.
2. Alpine: The library closed early on July 9, 2021 because of a water outage. The problem was not within the library and was promptly fixed.

### Staffing:

1. Celebrations: Sheryl Alleman has been with the Lincoln County Library System for 30 years and Sarah Doornbos has been with the Lincoln County Library System for 10 years. Congratulations Sheryl and Sarah!
2. Alpine: Bill Kelley resigned as a library assistant on July 15, 2021.
3. Thayne: Jean Kelley resigned as a library assistant on July 28, 2021.
4. Cokeville: After more than 24 years, Gayle Chadwick is resigning as Branch Manager effective August 31, 2021. Congratulations Gayle! Richard and

Missy have been interviewing for a replacement. With luck the replacement will start on August 16, 2021.

Upcoming events were noted.

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

Diane moved and Traci seconded to adjourn the meeting. Chairman Tratnik adjourned the meeting at 1:11 p.m.

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Submitted by

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date

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Rosalie Tratnik, Chairman

\_\_\_\_\_  
date

The August payroll, payroll taxes and other payables totaled \$92,902.61.