

## **Lincoln County Library System**

Board of Trustees Meeting, September 16, 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), Lorelle McPhee, Rosalie Tratnik; Assistant Director - Missy Harris and Director – Richard Landreth. Lynn Donnelley and Diane Sakai 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 August 19, 2021. There were no changes. The agenda and minutes were accepted by consensus.

Lorelle moved to accept the end-of-month August 2021 vouchers in the amount of \$92,902.61 and September 2021 vouchers in the amount of \$13,540.68. Lynn seconded. Motion carried.

### Action Items:

Traci moved to accept the FY22 Action Plan as presented. Lorelle seconded. Motion carried.

### Discussion Items:

The guidebook of accepted practices and training symposium for October 2021 have moved into FY22 goals.

COVID-19 Update: Lincoln County Library System is continuing to monitor changes and adjust protocols as needed.

Back-to-school Kits: All school staff in Lincoln County were distributed to all school staff members in Lincoln County. The kits included construction paper and fliers about programs and services offered by the Lincoln County Library System.

### Technology:

1. Cokeville: A new cloud key and wifi access point were installed at the Cokeville Branch Library.

### Staffing:

1. Alpine: Joanne Seale started as a library assistant on August 31, 2021.
2. Thayne: Kelsey Richards started as a library assistant on August 30, 2021.

3. Cokeville: Angela Thompson started as the Cokeville Branch Manager on August 16, 2021.
4. System Courier: Kathryn Alleman gave notice that she would no longer be providing courier services effective August 31, 2021. A search for a new courier is in progress.

Upcoming events were noted.

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

Lorelle moved and Lynn seconded to adjourn the meeting. Chairman Tratnik adjourned the meeting at 1:09 p.m.

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Submitted by

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date

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Rosalie Tratnik, Chairman

\_\_\_\_\_  
date

The September payroll, payroll taxes and other payables totaled \$97,162.23.

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