

## Lincoln County Library System

Board of Trustees Meeting, January 16, 2025

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

The meeting was called to order at 1:02 p.m. by Chairperson Bluemel. Present were Board of Trustees members - Anne Bluemel, Gayle Chadwick (via video-conference), Jean Kelley (via video-conference), Rosalie Tratnik and Ann Willford; Director - Missy Harris and Operations Manager - October Dunford.

Chairperson Bluemel asked if there were any changes to the agenda or to the minutes of December 19, 2024. There were no changes. The agenda and minutes were approved by consensus.

### Acceptance of Bills

It was moved to accept the end of month December 2024 vouchers in the amount of \$144,920.68 and the January 2025 vouchers in the amount of \$4,368.50 (Tratnik/Willford); Motion carried.

### Action Items

None

### Discussion Items

### FY25 Strategic Plan

Highlights from the Strategic Plan goals:

- GOAL #1: Strengthen marketing and outreach services to improve public awareness of library programs and services.
  - Participate in community events to promote library services and resources.
    - LCL participated in “We the People” at the Kemmerer Jr/Sr High School.
    - La Barge participated in the Light Up Main Street event and the town Christmas parade.
  - Seek partnerships for collaboration.
    - Alpine partnered with the Alzheimer’s Association Wyoming Chapter and the Bank of Jackson Hole to host a Lunch & Learn event focused on empowering caregivers with strategies for effective communication.
    - Cokeville partnered with the Town of Cokeville, The Episcopal Church, and United Way to host a Christmas program at the library and distribute treat bags to senior citizens in the community.

### Staff

CPR Training: Five Lincoln County Library staff members attended American Red Cross CPR training at the Lincoln County Library on December 30, 2024. April Corwin, Building Manager, was the instructor. We plan to continue this training across the Lincoln County Library System.

### Technology

Mobile Device Printing: The initial setup of Princh, Bring Your Own Device (BYOD) mobile printing in our libraries ran into a technology problem. We have rescheduled the install at the Lincoln County Library for January 8, 2025.

Copier Lease: The current Ricoh copier lease for Lincoln County Library, Star Valley Branch

Library and La Barge Branch Library ended in November 2024. Director Harris signed a new five year lease on December 26, 2024. New copiers are scheduled to be installed in January 2025. We expect the total cost of our copiers and printing to decrease slightly.

#### Facilities

Lincoln County Library: Blinds have been installed for a small section of windows on the main floor to reduce glare and improve working conditions at the circulation desk.

Upcoming events were noted.

Financial statements, Branch Managers and Youth Service Librarians reports were reviewed.

Chairperson Bluemel asked if there were any public comments. There were none.

It was moved to adjourn the meeting at 1:28 p.m. (Willford/Tratnik); Motion carried.

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Submitted by

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Date

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Anne Bluemel, Chairperson

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Date

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Ann Willford, Treasurer

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Date