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We continue to receive inquiries from the media regarding the effects of the property tax issues and budget cuts.

- **Technology:** We received the new Wi-Fi switch that was ordered for Saratoga. Kyle is in the process of getting it set up. There is some configuration info he needs before the swap happens in order to make it as seamless as possible. The switch for Baggs is yet to arrive.
- **Collections & Circulation:** The ILL system will be moving over from the old VDX system to be operated within WorkFlows as of Monday Oct 27. Stefani Flauding is conducting a training meeting zoom with all the branch managers on Tuesday Oct 28.
- The administrative fee for requesting an ILL in Rawlins, Hanna, and Med Bow was originally set up to be applied to ILLs that were picked up but was not applied to ILLs that expired. I changed that process and now the fee applies to all ILLs that are requested from these branches. I emailed Rosemary Auld the Branch Manager at the other branches of this change.
- **Programming:** Rawlins and Saratoga will be participating in Trick-or-Treat events on Friday Oct 31. This is the biggest outreach event of the year!
- **Grants:** I presented at the CCSD1 grant meeting Monday Oct 13. They are expecting a 25% reduction in funds so we may not receive all the funds we requested.
- I have reached out to the Intertie Grant contact person but not had a response yet.
- I received a \$9,000.00 check from Edward Jones and deposited it in the Foundation bank account. I sent an email to the Foundation on Oct 3 letting them know. This may have been from the Intertie Grant and may have been the wrong account. I notified Lindy Glode on Oct 10. I will speak with Janita Calton the Foundation Treasurer when she returns from a trip to be sure this money is in the right place.
- **Friends & Foundation:** I have not yet attended any of the Foundation or Friends Groups meetings.
- **Centennial Celebration:** The Foundation has taken on the planning of this event so an update should be available after their meeting later this month.
- **Around Wyoming / Closures:** I was made aware of an article in Cowboy State Daily about pending legislation that was adopted in the Wyoming Judiciary

Carbon County Library Board of Directors Meeting Minutes

October 15, 2025 Elk Mountain Branch Library

CALL TO ORDER: 11:05 am by Chairman Adelaide Myers

ROLL CALL: Present: Deb Riker, Lindy Glode, Adelaide Myers, Patti Hays, Karon Wilson, Missi White, Interim Executive Director. Guests: Linda Crane, Kay Schrock, Dave Auld, Rosemary Auld, Karen Keith, Kayla Arnold and Heidi Hess.

Approval of Agenda: Motion to approval of agenda with corrections for October 15, 2025. (Wilson/Hays) passed

Customer Comments and Correspondance: none

CONSENT AGENDA:

MEETING MINUTES: Motion to approve the September 17, 2025, meeting minutes (Glode/Riker) passed.

APPROVAL OF OUTSANDING EXPENDITURES: Motion to approve outstanding expenditures including bills to be paid and credit card expenditures in the amount of \$16,648.32. (Wilson/Hays) passed.

REPORT

- **DIRECTOR REPORT**
- **Work Anniversaries:** Have not located this file yet, but know it was my 3-year anniversary Friday Oct 3.
- **Around the County:** It is my plan to create a schedule so I can personally visit with each Branch Manager on a regular basis. I will begin making in-person visits as well.

Last month was National Library Card Sign-up Month and a long-time patron from Rawlins won the telescope.

- **Rawlins:** Tuesday 9/23/2025 I found wet carpet and a puddle of standing water against the west wall. Water had apparently come up through a crack in the floor after we received an inch of rain in two days. The buildings crew was there immediately to mitigate any damage. Staff moved books from nearly a dozen bookcases, conduit was slidden underneath, and floor fans were put in place. The entire adult section of the library was closed and the staff retrieved books for patrons as they could for over a week. Just when we started to put books back, the building crew blew out the sprinkler system and a bit more water came back up. The custodial crew has been asked to shampoo the carpet in that area. The door handle on the main library door (on the Atrium side) was dangling and

impairing the use of the door. Jeff came right away and fixed it "as best it can be fixed." These doors will continue to be a problem it seems.

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Approval of Agenda: Motion to approval of agenda with corrections for October 15, 2025. (Wilson/Hays) passed

Customer Comments and Correspondance: none

CONSENT AGENDA:

MEETING MINUTES: Motion to approve the September 17, 2025, meeting minutes (Glode/Riker) passed.

APPROVAL OF OUTSTANDING EXPENDITURES: Motion to approve outstanding expenditures including bills to be paid and credit card expenditures in the amount of \$16,648.32. (Wilson/Hays) passed.

REPORT

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Committee. You can read the article "Committee Adopts Bill Greenlighting Lawsuits over 'Sexually Explicit' Library Books" online.

- **LIBRARY FOUNDATION REPORT;**

- Pumpkin Run on October 11 had over 80 participants. As traditional the board purchased extra bags for the libraries to distribute.
- Finalized the thank you letters for the annual sponsors
- Working on the annual report and donor mailout including this year offering the opportunity to donate to the Library System directly using the Web site link.
- An additional donation of \$9,000 was gifted to the Library System for the use in areas of business and processing supplies, vehicle expenses, phone, internet and telecom costs, accounting services, and liability.
- Centennial Celebration plans are continuing.

- **FRIENDS REPORT:**

- Encampment Branch Friends group will meet October 10th.

TREASURER'S REPORT:

- **Motion to accept the Financials as presented and reviewed and to place them on file for Audit (Wilson/Riker) passed**
- Friends Group agreements (By Laws) have been gathered together for Board use by Board Treasurer Glode for come clarification of duties.
- Board member Lindy Glode stepped into the Treasurer's position last month and has been educating herself on the workings of her duties. The Legal options for distribution of donations received by the Friends Groups have been shared with the County Attorney for review as well as the Friends Group Agreements.

NEW BUSINESS

- **ENCAMPMENT FRIENDS GROUP REQUEST.** Funding options for a donation from the Friends group covered the discussion of payment of employees to maintain additional hours other that those paid for at the present time. The group is requesting from the Board some solid numbers to put together a possible funding plan.
- **Motion to approve the issue of a Debit Card to Interim Director Missy White (Myers/Wilson) passed**

UNFINISHED BUSINESS

- **FORM SIGNATURES:** Interim Director White asked Board to complete signatures for the Debit Card approved for Marcy Cozzens
- **VOLUNTEER POLICY REVIEW;** The policy was revisited. Board agreed to change the wording to reflect a more definite required to do a background check at the volunteer's expense. **Motion to Place the Volunteer Policy as revised for public review for the required 45-day period. (Myers/Wilson) passed**

- **CHILDREN AT THE LIBRARY policy review:** The policy will be placed for public review for the required 45 days as voted on in the September meeting. Due to staff changes **this** was overlooked.
- **BUDGET DISCUSSION:**
 - Clarification of grants received for the Med Bow and Hanna Branches specifically through Rocky Mountain Power have been increased through a recent fund-raising event to \$15,000. These funds are specific to these two libraries.
 - Libraries in Carbon County are still subject to closures due to the drastic budget deficit. A bookmobile could be a solution for the libraries as a way to get materials to these towns.
 - Mention of a possible Library District assuring the library funding through a mill levy as another avenue for the Carbon County Libraries.
- **Motion to approve Lindy Glody as Library Board Liaison to the CC Library Foundation (Hays/Myers) passed**

COMMENTS FROM THE FLOOR: Dave Auld, a visitor to the meeting from Hanna thanked the board for their work.

EXECITIVE SESSION:

- **Motion to move into executive session at 12:43 (Myers/Hays) passed**
- **Motion to move out of executive session at 1:02pm (Myers/Wilson) passed**
- **Motion to accept the minutes of executive session (Myers/Wilson) passed**
- **Motion to accept the minutes of September 23, 2025, executive session (Wilson/Riker) passed**

ADJOURN: Meeting was adjourned at 1:01pm. Budget workshop was held with Board members present, Interim Director present and members from the community including Rosemary Auld, Ann Calvert, Mat Calvert, Dawn Galey, Kayla Arnold and Heidi Hess

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