

Carbon County Library Board of Directors
Meeting Minutes
April 15, 2026 Rawlins Branch Library

CALL TO ORDER: 11 am by Board Member Deb Riker

ROLL CALL: Present:, Patti Hays, Deb Riker, Dana Mc Creary & Jenita Calton, Executive Director. Guest Kayla Arnold & Jessica Mustard Absent: Adelaide Myers.

AGENDA: Motion to accept the agenda with additions (Hays/McCreary) passed

ELECTION OF OFFICERS:

- Motion to accept the slate of officers as follows: Chairman, Adelaide Myer; Vice Chairman, Deb Riker; Treasurer, Dana McCreary; & Secretary, Patti Hays as officers for 2026-27. (Hays/Riker) passed
- Motion to add Dana McCreary to the Bank of Commerce checking account signature card (Riker/Hays) passed

PUBLIC COMMENT: none

CUSTOMER COMMENTS AND CORRESPONDENCE: none

MEETING MINUTES: Motion to approve the March 18, 2026, minutes. (Hays/Riker) passed

APPROVAL OF EXPENDITURES: Motion to approve outstanding expenditures including bills to be paid and credit card expenditures in the amount of \$3,202.26. (Hays/Riker) passed

REPORTS:

FINANCIAL REPORT FOR March FY 25-26: Board reviewed the financial report as submitted by the firm of Hofmann & Ramsey, CPAs. General questions were addressed and the System is on track with the budget. **Motion to accept the financials as presented and reviewed and to place them on file for Audit (Hays/Riker) passed.**

DIRECTORS REPORT: Jenita Calton, Director

- The ILL work done by the Library will be back on the Desk of Ms. Flaiding. She will also be taking on the correction of family dvd cataloguing for searching purposes.
- Donna Johs Trust was recorded in the November 2022 minutes in the Directors report as a \$20,000 donation to be used specifically for the Baggs Branch Library was deposited into the CCLS General Fund. A discussion followed with general consent this money should be earmarked and possibly tracked in the same way grants are tracked.
- The number of weeks the Hanna Branch Library can remain open with the substitution of internet costs for administration salary support is 16 weeks. The number of weeks the Med Bow Branch Library can remain open with the substitution of internet costs for admin salary support is 52 weeks.
- The "Zoom" account was cancelled.

- Dawna Martin, longtime branch manager for the Encampment Branch will retire March 30th. Subs have been scheduled. Dawn Bailey has been trained by Missi White for this interim. A retirement party hosted by the Encampment Friends of the Library is planned for Saturday, May 30th from 2-4 pm.
- The job of Encampment Branch manager has been posted.
- Robert Fleetwood will be taking on the Marketing position
- An account with Reliable Background Screening has been set up.
- Grant applications for the Wyoming Intertie Community Grant will be due June 15th.

FOUNDATION AND FRIENDS REPORTS:

- Foundation executive board will meet April 15th. A regular meeting will be held on April 25th.
- Saratoga Friends meeting May 7th. The annual book sale will be in the coming months.
- Baggs Friends meet April 16th
- Encampment Friends meet April 20th

NEW BUSINESS:

- The Budget proposal from the CC Library Systems was revised with questions on the revision answered. The proposal will be submitted to the County Board of Commissioners.
- Budget will be discussed with staff during the next staff meeting. The proposed changes to staffing will be outlined.
- The Three Forks Ranch in the Snake River Valley has been approached to host a Branch fundraising event. Correspondence referring to this event was given to the Board as information. This proposal will be taken to the Friends group for their use.

UNFINISHED BUSINESS:

- Jon's Family Donation - This was covered in the Directors report. The money will be tracked and used only for the Baggs Branch Library.

ADJOURNMENT: Meeting adjourned at 1:46pm. Next meeting May 20th, 2026. Possibly at a branch library

PH/ph