

Carbon County Library Board of Directors
Meeting Minutes
August 20, 2025 Encampment Branch Library

CALL TO ORDER: 11:09 am by Vice Chairman Karon Wilson

ROLL CALL: Present: Karon Wilson, Adelaide Myers, Patti Hays, Deb Riker, & Maria Wenzel, Executive Director. Guest: Sue Jones, Liz Davis, Cathy Campbell, Dawna Martin, Dawn Bailey, Sub Webb, Nancy Lynch.

AGENDA: Motion to accept Agenda as amended to include under New Business: Election of officers and Encampment Library Funding. (Hays/Myers) passed

PUBLIC COMMENT: Introduction of Guests as listed. Encampment Friends of the Library representative Cathy Campbell asked as to the grants available and what the Friends group can contribute to in order to keep their library in Encampment open.

CUSTOMER COMMENTS/CORRESPONDENCE: Written comments from the Rawlins Branch reflected Staff success when assisting the patrons.

CONSENT AGENDA:

MEETING MINUTES: Motion to approve the July 16, 2025, regular meeting minutes (Myers/Wilson) passed.

APPROVAL OF EXPENDITURES: Invoices and statements were reviewed by Board. **Motion to approve outstanding expenditures including bills to be paid and credit card expenditures in the amount of \$10,870.60 (Hays/Myers) passed.**

REPORTS

LIBRARY DIRECTOR:

- **Work Anniversaries:** n/a
- **Around the county:**
 - We finished our Summer Reading Program which was a lot of fun. All winners were really excited and talked about the quality of the program and the prizes. We logged a total of 2,813 books read this year.
 - All branches have adjusted their open hours and are now operating on limited hours.
- **Rawlins:**
 - Business as usual. Recurring programs like Story Time, Traveling Story Time, D&D, Craft Club for kids, Lego Club, Sit & Stitch, Tech 101, Book Club and Craft & Chat for adults.
 - The library participated in the Fair Parade with a float representing our libraries raising awareness of budget cuts and fundraising.

- **Elk Mountain:**
 - Business as usual, we continue to offer our services and recurring programs such as Story Time, Craft Club, Lego Club, Dominoes, and our Teen Group.
- **Encampment:**
 - Business as usual. Recurring programs such as Quilting Club, Yoga, Book Club, Craft & Chat and Mahjong.
- **Hanna:**
 - Business as usual, we continue to offer our Craft & Chat program for adults and programs for kids as well as Take & Make kits for families.
- **LSRV:**
 - Business as usual, we continue to offer our services and recurring programs such as Story Time and Lego Club for kids, and adult programs such as Book Club and one-off's.
- **Medicine Bow:**
 - Business as usual, we continue to offer our Craft & Chat program for adults and programs for kids as well as Take & Make kits for families.
- **Saratoga:**
 - Business as usual, we continue to offer our services and programs such as Knitters Group, Lego Club, Book Club, Story Time and one-offs like Movie Days.
- **Facilities and Technology:** No news.
- **Collections and Circulation:** We have been working with the WSL to implement the postage charges to be able to roll it out once the fee policy is approved.
- **Grants:**
 - ED Completed the Rocky Mountain Power grant, special thanks to the Foundation's treasurer, Jenita Calton, for their help navigating through the Tax ID process and grant application.

LIBRARY FRIENDS:

1. **FOL Saratoga:** Meeting on August 13 was to brainstorm funding for the library. As a result Donations of \$53,050.00 have been recorded with the opportunity to double this amount by the participation in the Valley United fund-raising event at the end of the month. It was noted that St. Barnabus Church in Saratoga donated \$5,000 to the library. A plan to make available postcards addressed to Wyoming Legislators to show support for the libraries to be filled out by interested residents.
2. **FOL Baggs:** ED has been in communication with the Friends Group as they continue to brainstorm for fundraising ideas. Next meeting is September 3rd.

3. **FOL Encampment:** The Friends group voted to donate funds for the cost of the internet and to cover the cost of postage. The group sent out letters for potential donations in May with some response. The group would like more information on what needs funding.
4. **Elk Mountain** voted to contribute to the system to pay for the cost of phone & internet as well as postage, as discussed during the last council meeting

LIBRARY FOUNDATION: During their last meeting they discussed the newly approved library budget and continue to seek funding opportunities, next meeting is 08/26/25

FINANCIAL REPORT FOR July FY25-25: The Board reviewed the financial report as submitted by the firm of Hofmann & Ramsey, CPAs. **Motion to accept the financials as presented and reviewed and place them on file for Audit (Myers/Hays/) Passed.**

NEW BUSINESS

- **Intended Audience signs** have come about in reaction to the proposed Legislation in the Wyoming House at present. Legislation will place on the library a substantial fine if the library is found in violation of the proposed bill. Director Wenzel shared the CC Library System to labeling the shelves in the branches to make patrons aware of areas and locations of materials. Signage includes sections as Easy, juvenile, young adult, young adult non-fiction. Adult Fiction, Mystery Si-Fi and Western, and Adult Non-Fiction. All are defined. This makes a clear distinction for patrons.
- **Local Government Annual Report** was presented and reviewed by the board. The report was completed and signed by the designated board members.
- **Volunteer Policy** is currently under review by the State Library and the county attorney which will take some time. **Motion to table Volunteer Policy Review until September regular meeting (Hays/Riker) passed**
- **Motion to accept the resignation of Board Chairman Ken Miller (Wilson/Myers) passed**
- **Election of officers** A slate of officers for Chairman, Vice Chairman and Secretary were submitted: Adelaide Myers, Chairman; Karon Wilson, Vice Chairman; Patti Hays, Secretary. **Motion to accept the slate as proposed Adelaide Myers, Chairman; Karon Wilson, Vice Chairman; Patti Hays, Secretary. (Riker/Hays) passed.**
- **Encampment Library** Discussion of possible funding opportunities to cover the budget shortage included the operating costs. Grants possibilities were covered recognizing this type of funding would only be a temporary. Future funding sources need to be found. A Bridge Foundation formation could possibly help raising funding for operations. This would be a temporary Foundation. Board Member Myers volunteered to do the paperwork. The Foundation would need a 501C3 to operate.

UNFINISHED BUSINESS

- **EXECUTIVE SESSION:** Motion for executive session at 1:49pm (Myers/Hays)
Motion to move out of executive session at 2:27pm
Motion to grant Elie Schellenberger 2 months unpaid leave of absence.
(Hays/Wilson) passed

COMMENTS FROM THE FLOOR: Board members suggested a Workshop in Baggs proceeding the regular Board meeting in September.

MEETING ADJOURNED: 2:31 pm. Next meeting September 17, 2025, at the LSR Brand in Baggs

PH/ph. *Approved September 17, 2025 (Riker/Hays) passed*