



Park County Library System
1500 Heart Mountain Street
Cody, WY 82414
307-527-1880
parkcountylibrary.org
Board of Trustees Meeting
June 17, 2010

Call to Order

Chairman Jessica Wagner called the meeting to order at 4:20 p.m. Library board members present were Pat Stuart, Erin Evans and Bruce McCormack. Library staff members present were Frances Clymer, Marge Buchholz, Lisa Printz, Joanne Patterson, and Laura Crossett. Also present was incoming board member Tanya Lowham.

Approval of Minutes for May 20, 2010 meeting

Pat moved to approve the minutes of the May meeting. The motion was seconded and passed.

Consent Agenda

Frances noted that Vacation During Summer Reading should be added under Old Business. Pat mentioned that Julia's outreach efforts deserve special mention and that it is great that the library is doing this. Does Powell do this kind of outreach? Lisa said that yes, they have been doing things like this for several years. Erin moved to approve the Consent Agenda as amended. The motion was seconded and passed.

Current Financial Business

Frances presented the current financial statements, noting that we did receive a large check from the county this month. She also distributed a revised version of this year's budget that reflects the adjustments that were made. While it has not been absolutely finalized, County Clerk Kelly Jensen believes the revised budget will be approved at the Budget Amendment hearing on June 29.

Jessie asked about the library budget discussion with the Commissioners and if there is anything in particular the board should know. Frances noted that it will take place on June 24. Bruce offered to give a presentation about the Bistro. After some discussion, it was decided that he should prepare a presentation to give if the Commissioners ask about it. Jessie also suggested that it would be good to have a working meeting with the Commissioners to discuss what their expectations are for the Bistro—whether they want it to make money, to be a community service, what kinds of advertising are permissible, etc. Jessie also asked if it would be possible to have the different financial statements on different colors of paper to make it easier to identify documents during discussions.

Correspondence and Communications

The library received: a letter from BOCC appointing Tanya Lowham to a position on the board; a thank

you from the Meeteetse Branch Library for supporting Summer Reading; a letter from the Christ Episcopal Church Mission Fund giving permission to the library to purchase boom boxes with headphones to check out to residents on the Long Term Care Center so that they can listen to audio books (a suggestion made by Julia Weaver); a letter from 3M asking us to renew our service agreement with them; a thank you from BBHC for the C.H. Scovill map of Wyoming found during flood cleanup that was donated to BBHC; and a thank you from Meeteetse students for the library's assistance with Ken Thomasma's visit.

Personnel Issues

Bistro Manager search: We have received five applications for the Bistro Manager, two of which look very promising.

Young Adult Librarian search: We have had fourteen applicants for the position from all over the country and India.

Foundation Report

Erin reported that the Foundation has adopted a new, very conservative investment policy in order to protect the endowment. Jessie asked about memorials for Roberta Johnson and Gerry Wiltse. Marge explained that she had talked to their families and that the library has purchased several books as memorials for each of them. Frances noted that Jennifer DeSarro has resigned from her part-time job with the Foundation but will continue to come in to keep Foundation matters up to date until they find a replacement.

Old Business

Review of 2010-2011 Budget Proposal: The budget proposal that the board discussed has been submitted to the Commissioners. It includes 3% raises for everyone except the director. If the Commissioners want further cuts, they will have to come from library hours.

Vacation During Summer Reading: Frances reminded the board of a discussion at the February board meeting about revising the library policy to say that children's library staff may not request vacation time during summer except under exceptional circumstances. Bruce moved to change the wording as phrased. The motion was seconded and passed.

New Business

New Board Member: Jessie asked Tanya and the rest of the board to introduce themselves, which was duly accomplished.

Date, time and place of July 2010 meeting: Thursday, July 15 at 4:15 p.m.

Adjournment

The meeting was adjourned at 5:31 p.m.

Frances Clymer
Library Director

Jessica Wagner
Board Chair

Laura Crossett
Meeteetse Librarian