



**Park County Library System
Library Board of Trustees Regular Meeting Minutes
June 26, 2025, 2:00 pm Meeteetse Library**

Call to Order Meeting called to order: 2:00 pm. by Vice Chair Tammy Jackson.

Roll Call

- Library board members present: Chair Reekers (via MS Teams), Trustee Kearnes, Trustee Jackson, Trustee Warner and Trustee Fees.
- Board of County Commissioners Liaisons present: Commissioner Overfield
- Personnel present: Karen Horner, Nicholle Gerharter, Norma Riley, Lisa Heimer (on MS Teams), Roseanne Spiering, Trista Shier, and Stephanie Faust.
- Guests: none

Public Comment – none

Approval of Agenda

- Motion to approve the agenda by Trustee Kearnes with the addition of the Employee Handbook becoming an action item at the request of Director Horner.
- Seconded by Trustee Reekers.
- Motion passed by a unanimous vote.

Consent Agenda

- Motion to approve consent agenda: Trustee Warner
- Seconded by: Trustee Fees
- Motion passed by a unanimous vote.

Financial Business

- Lisa Heimer presented the May Financials from Dark Horse and May Fund Cycle Report from the State of Wyoming.
- Motion to approve all financial business and reports: Trustee Warner
- Seconded by: Trustee Fees
- Motion passed by a unanimous vote.

Library Director's Report

Director Karen Horner introduced Meeteetse staff and updated the board and the Meeteetse Library. She also introduced Trista Shier who is replacing Lisa Heimer in the business office. Outreach is now servicing Yellowstone and gave a general Outreach update.

Staff Update - none

Foundation Update

Trustee Kearnes reported on PCLF Wyo-Gives Day online promotion. The board discussed other fund-

raising ideas for the foundation and the Powell Library. PCLF elected new officers at the June meeting.

Old Business

- **Powell Library Project Update** – Director Horner described the progress since the board visited the construction site. Library IT staff are visiting next to help in planning the server closet and computer configurations.
- **Employee Handbook** – Director Horner presented the Park County attorney’s Office changes to Chapter 1 and Chapter 7 -FMLA policy. Trustee Fees made a motion to accept the recommendations and approve the complete Employee Handbook. Trustee Warner seconded and the motion passed. All employees will be asked to review the new edition of the manual and sign the acknowledgment form.
- **BOCC Budget Meeting Update** – Director Horner gave a brief recap of the Budget Meeting. Commissioner Overfield gave a brief update of where the county stands on budget and they will be having a work session with department heads on July 1 and then a public hearing on July 14.

New Business

- **City of Powell Letter of Support** – Director Horner discussed having the board request the disbursement of funds for the Powell Library from the City of Powell. Their pledge was \$10,000 (letter of partnership dated September 19, 2023). Trustee Warner made the motion to draft and send a letter, the motion was seconded by Trustee Kearnes, and the motion passed.

Next Regular Board Meeting: Thursday, July 24, 2025, 2:00 p.m. in the Cody Library.

Meeting Adjourned at 2:42 pm.

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Jolene Reekers	Karen Horner	Trista Shier
<i>Board Chair</i>	<i>Library Director</i>	<i>Recording Secretary</i>