

**MEETING OF THE NATRONA COUNTY LIBRARY BOARD
FEBRUARY 14, 2018**

The meeting was called to order at 5:04pm by President Hampton O'Neill

MEMBERS PRESENT: *Kate Sarosy, Linda Nix, Shannon Dutcher,
Hampton O'Neill*

MEMBER ABSENT: *Kyle True*

ALSO PRESENT: *Lisa Scroggins, Executive Director
Kate Mutch, Assistant Director/Public Services Admin.
Greta Lehnerz, Business Manager/Human Resources
Charmaine Reed, Deputy County Attorney
Brian Petersen, Porter, Muirhead Cornia & Howard, CPAs
Sherry Good, Friends of the Library
Beth Worthen, Library Foundation*

APPROVAL OF AGENDA

It was moved to approve the agenda. (Sarosy/Nix); motion carried.

PUBLIC COMMENTS

None

DISPOSITION OF MINUTES FROM THE JANUARY 10, 2018 MEETING

*It was moved to approve and file the minutes for the January 10, 2018 meeting.
(Nix/Dutcher); motion carried.*

FINANCIAL REPORT

*It was moved to approve the Financial Report and payment of January 2018 bills.
(Dutcher/Sarosy); motion carried.*

Brian Petersen with Porter, Muirhead Cornia & Howard, CPAs explained the management letter sent to the Library and Foundation Board on December 21, 2017. He assured the board that the changes outlined in the letter, including who performs calculations for pension liability, is required by their oversight authority and are not an indication of inappropriate accounting practices by library staff.

COMMISSIONER'S REPORT

None

DIRECTOR'S REPORT

Commissioners and Board pictures have been hung on purple wall on the first floor of the library.

The Creation Station is moving forward and most of the furniture has arrived.

Leadership Wyoming notified the Director that Brook Kaufman, Director of the Casper Area Convention and Visitors Bureau, has recommended her for the program. She reminded the board that she applied last year and was not selected for participation, and indicated she would like to apply for the 2019 class, which starts in August. Participation is \$3,000 plus travel expenses and an application fee of \$30. The Board authorized the Director to apply.

The library received confirmation the Joint Recreation Board has approved the Summer Reading grant in the amount of \$49,000.

FRIENDS OF THE LIBRARY REPORT

Sherry Good reported the Friends Annual meeting will be held on Wednesday, February 21 at 5pm at the 12-24 Club. Board members were sent invitations.

FOUNDATION REPORT

Beth Worthen reported their annual appeal was the most successful ever.

The Foundation, NCL Director, and NCL Public Relations Mgr are continuing to work with Adbay on the Awareness Campaign, which will include brand activation both inside and outside of the library. They are also targeting men as part of the campaign to get more of that under-represented demographic into the library.

OLD BUSINESS

The Board discussed the current Gift Policy. It was moved to table the discussion until next month. (Dutcher/Sarosy) motion carried.

NEW BUSINESS

It was moved to change the time of the March 14 monthly meeting from 5pm to 12pm. (Sarosy/Dutcher); motion carried.

The Information Technology (IT) Policy was presented and will be included next month as an action item.

ADJOURNMENT

It was moved to adjourn the meeting at 5:40pm. (Sarosy/Dutcher); motion carried.






