

**MEETING OF THE NATRONA COUNTY
PUBLIC LIBRARY BOARD
MARCH 8, 2017**

The meeting was called to order at 5:05pm by President Hampton O'Neill

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

MEMBER ABSENT: *Kyle True*

ALSO PRESENT: *Lisa Scroggins, Executive Director
Greta Lehnerz, Business Manager
John Lawson, Natrona County Commissioner
Heather Duncan-Malone, County Attorney
Beth Worthen, Library Foundation
Sherry Good, Friends of the Library*

APPROVAL OF AGENDA

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

PUBLIC COMMENTS

None

DISPOSITION OF MINUTES FROM THE FEBRUARY 8, 2017 MEETING

It was moved to approve and file the minutes, with correction, for the February 8, 2017 meeting. (Sarosy/Nix); motion carried.

FINANCIAL REPORT

It was moved to approve the Financial Report and payment of February 2017 bills. (Sarosy/Dutcher); motion carried.

COMMISSIONER'S REPORT

John Lawson reported a call for budget will be sent out early next week. He anticipates statues quo funding, and budget requests will be due April 19. The hiring freeze will continue but case by case hires for essential positions will be considered by the Commission.

DIRECTOR'S REPORT

Chelsie Troutman was named employee of the month for March 2017.

The light over the bookdrop has been adjusted so parking lot is well lit for evening patrons. Ways to improve lighting in other areas of the parking lot are being considered.

In response to issue brought to County Commissioners, and moving the location of some of our collections, four additional security cameras will be added and one of our current cameras relocated to a better position.

In response to a patron suggestion the toilet in the family restroom near the Children's Department was replaced to meet ADA requirements.

The bookmobile has been down more than a month for repairs. It has a variety of mechanical and electrical issues. It was originally at Road & Bridge for repairs and they fixed what they could. It is currently at Central Truck & Diesel (who became an authorized repair shop while the bookmobile was there). We have been cautioned that due to the age of the bookmobile, it is becoming increasingly difficult to find replacement parts.

As a follow-up to last month's report we have completed our obligation of services under the NCSO #1 Discover contract. Pay-as-you-go services will be billed each month following competition of services beginning in March.

The Director reported on her involvement as a member of the Senior Advocacy committee. The committee is working on inventorying senior resources, addressing technology training, enhancing volunteer opportunities, skills training, promoting family history and/or genealogy projects.

Following the successful pilot program, Ingles! Family Language Learning leaders are now mid-way through their second program. The Director is meeting with Ingles! program leaders on March 10 to discuss the outcome measures of the student participants, and will forward those results to the Board at a later date.

The Director is exploring changing the operating hours at the main branch so that they are consistent year around.

The Director stated she would like to submit an application to participate in Leadership Wyoming. The Board agreed this would be a good opportunity and encouraged her to apply.

FRIENDS OF THE LIBRARY

Sherry Good reported they had a successful annual meeting. They approved their budget and the library will receive \$20,000 for FY18 which is \$5,000 less than FY17. Their next booksale will be held April 8 and 9th with the early bird sale on Thursday April 6. A map of the new Friends area will be available to buyers at the sale. The Edible Book Fest will be held on April 8 in conjunction with the booksale. Kate Sarosy will attend the next Friends meeting.

FOUNDATION REPORT

The Foundation is considering a request from the Wyoming Eclipse Festival committee to use the foundations property as a parking lot. The city would paint parking strips and any funds raised would go to the Foundation.

Beth Worthen reported the state match agreement with the Sweetwater County Library Foundation will be signed March 9.

Beth and Lisa are continuing to work with Anders Dahlgren on the Facility Needs Assessment and will forward a copy to the Board to review soon.

Hampton O'Neill will attend the next Foundation meeting. Linda Nix will attend if he is not available.

OLD BUSINESS

The Board approved the Vulnerable Patron Policy as presented. (Sarosy/Nix); motion carried.

NEW BUSINESS

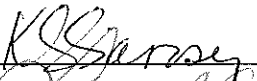
The Board discussed the two skilled facilitators that submitted proposals for Strategic Planning. The Board asked the Director to contact Michelle Sullivan of Sullivan & Associates. The strategic planning will be held sometime in April.

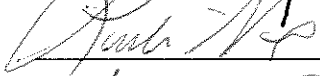
Linda Nix's term on the Board will expire June 30, 2017. She will contact the Commission stating her interest in being reappointed. A letter from the Board supporting her reappointment will also be sent to the Commission.

Policies to update/review at next month's meeting are Board of Trustees Bylaws and Gift Policy.

ADJOURNMENT

It was moved to adjourn the meeting at 6:19pm. (Dutcher/Sarosy); motion carried.





Shannan Dutcher

