

**MEETING OF THE NATRONA COUNTY LIBRARY BOARD
MAY 9, 2018**

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

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

MEMBER ABSENT: *Kyle True*

ALSO PRESENT: *Lisa Scroggins, Executive Director
Kate Mutch, Assistant Director/Public Services Admin.
Greta Lehnerz, Business Manager/Human Resources
Beth Worthen, Library Foundation
Leanne Woodfill, Friends of the Library*

APPROVAL OF AGENDA

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

PUBLIC COMMENTS

None

PUBIC HEARING

Hampton O'Neill opened the Public Hearing at 5:05pm to accept unanticipated income into the 2017/2018 budget.

It was moved to accept unanticipated income of \$49,000.00 from NCSD#1/NC Recreation Joint Powers Board to distribute as follows:

<i>Revenue</i>	
<i>NCSD#1/Joint Powers Board</i>	<i>\$49,000.00</i>
<i>Expense</i>	
<i>Programs – Children's</i>	<i>\$44,000.00</i>
<i>Community Outreach/Marketing</i>	<i>\$ 5,000.00</i>

(Sarosy/Dutcher); motion carried.

Hampton O'Neill closed the Public Hearing at 5:06pm.

DISPOSITION OF MINUTES FROM THE APRIL 11, 2018 MEETING

It was moved to approve and file the minutes for the April 11, 2018 meeting. (Nix/Sarosy); motion carried.

FINANCIAL REPORT

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

COMMISSIONER'S REPORT

None

DIRECTOR'S REPORT

The Director distributed copies of a report indicating progress made toward completion of the strategic plan.

The Director reported NCL hired two new staff members. One will replace a full-time member of the Circulation Department who is retiring at the end of this month, and the other will replace a staff member who recently resigned from Adult Services. (This leaves another Circulation staff member [30 hour position] who will retire at the end of this week to replace.)

Kate Mutch attended Mountain Plains Library Association's Leadership Conference (This was a highly competitive application process, and she was one of four Wyoming librarians selected as a participant.) This experience will bring a wealth of experience to NCL.

The Director reported she was elected to the Executive Board of the Rotary Club of Casper.

The Next Chapter Book Club training has started. Conrrado Saldivar serves as the facilitator for this program.

Library staff is continuing to work with the Foundation and AdBay on a targeted marketing campaign, to include a 21st century library education component. Marketing approaches include:

- *3 Billboards up in town*
- *3 ads running at cinema*
- *Radio ads*
- *FaceBook, digital ads, etc..*

FRIENDS OF THE LIBRARY REPORT

Leanne Woodfill reported they had a very successful booksale and raised \$9,500. The next sale is scheduled for June 9 and will be a bag sale. She brought a few unusual donated items to show the board.

FOUNDATION REPORT

Beth Worthen reported the Foundation is continuing to work on their FY19 budget and the Awareness campaign.

There has been a staff request for funds from the Bill Nelson Education fund, which is exciting because this is the first request. A second request is expected soon.

The Foundation's May meeting was changed to May 22 and Hampton O'Neill will attend.

OLD BUSINESS

Lisa Scroggins, Hampton O'Neill, Kate Mutch and Greta Lehnerz will attend the budget hearing on Tuesday May 15 at 2pm.

Kate Sarosy and Kyle True were appointed to a second term on the Library Board of Trustees.

EXECUTIVE SESSION

It was moved to go into Executive Session to discuss personnel at 5:58pm. (Dutcher/Sarosy); motion carried. It was moved to come out of Executive Session at 6:01pm. (Dutcher/Sarosy)

ADJOURNMENT

It was moved to adjourn the meeting at 6:02pm. (Dutcher/Sarosy); motion carried.

K. Sarosy

Hampton O'Neill

Shannon Dutcher

