

**MEETING OF THE NATRONA COUNTY LIBRARY BOARD
JULY 10, 2019**

The meeting was called to order at 12:04 pm by President Kyle True.

MEMBERS PRESENT: *Kate Sarosy, Kyle True, Linda Nix, Mike Stepp, Alaina Hall*

ALSO PRESENT: *Lisa Scroggins, Executive Director
Greta Lehnerz, Business Manager/Human Resources
Nathan McGregor, Public Relations and Marketing
Jim Milne, County Commissioner
Eric Nelson, Natrona County Attorney*

APPROVAL OF AGENDA

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

PUBLIC COMMENTS

None

ELECTION OF OFFICERS FOR 2019-2020

It was moved to approve the following slate of officers:

<i>President</i>	<i>Kyle True</i>
<i>Vice President</i>	<i>Kate Sarosy</i>
<i>Treasurer</i>	<i>Mike Stepp</i>
<i>Secretary</i>	<i>Linda Nix</i>
<i>At-Large</i>	<i>Alaina Hall</i>

(Sarosy/Nix); motion carried.

*It was moved to delegate the Secretary's duties to the Business Manager or her designee per the NCPL Board of Trustees Bylaws, and to delegate the Treasurer's duties to the Business Manager and Director per the NCPL Board of Trustees Bylaws.
(Stepp/Sarosy); motion carried.*

*It was moved to continue to use First Interstate Bank as NCPL's Depository Bank
(Nix/Hall); motion carried.*

DISPOSITION OF MINUTES FROM THE JUNE 5, 2019 MEETING

*It was moved to approve and file the minutes for the June 5, 2019 meeting.
(Sarosy/Nix); motion carried.*

FINANCIAL REPORT

*It was moved to approve the Financial Report and payment of June 2019 bills.
(Nix/Sarosy); motion carried.*

ADOPTION OF THE FY20 BUDGET

The Board discussed the proposed FY20 budget. Anticipating receiving \$2,348,847 in funding from Natrona County as was published in the newspaper, it was moved to adopt the FY20 Budget which includes a 3% COLA for all employees and an additional 2.5 FTE staff members, contingent on the BOCC's adoption of the Natrona County FY20 budget. (Sarosy/Nix); motion carried.

COMMISSIONER'S REPORT

Commissioner Milne welcomed Alaina Hall and Mike Stepp and thanked them for their willingness to serve on the Natrona County Library Board.

He reported the FY20 county budget will be approved at the July 15, 2019 budget hearing, and noted it includes a 3% COLA for county personnel. While funding for the library's additional 2.5 positions is currently included in the proposed county budget, Milne reminded the board not to count on funding for their supplemental request until it is approved at the BOCC's July 15 budget hearing.

Commissioner Milne expressed his appreciation of the library's audio collection, of which he only recently became aware. He travels a lot so is a user of the downloadable collection.

DIRECTOR'S REPORT

The Director reported that out of abundance of caution and due to LinkedIn's notice that they do not maintain confidentiality of patron information, the Natrona County Library will not be adding Lynda.com to our services. She noted that many libraries who already use Lynda.com have either dropped the service or are considering doing so, and that the American Library Association has expressed a concern regarding this service in libraries as it pertains to libraries obligation to protect patron privacy.

WLA's Annual Conference will be August 7 - 9, 2019 at Little America Hotel in Cheyenne. The keynote speaker will be particularly interesting. On Thursday August 8th, from 11:30 – 1:30, the keynote speaker at the Kickoff Luncheon will be Mr. Patrick (PC) Sweeney, Political Director of EveryLibrary, the first and only national political action committee (PAC) for libraries. Among other things, Sweeney is responsible for digital campaign management and political consulting. He is also an award winning political consultant, and co-author of "Winning Elections and Influencing Politicians for Library Funding," and "Before the Ballot, Building Support for Library Funding." Later that day (3:10 – 4:00) Sweeney will conduct a breakout session entitled "From Advocate to Activist." The Director invited NCL Trustees as well as NCL Foundation Director Beth Worthen to attend the Annual Conference, particularly Mr. Sweeney's sessions, and offered to handle registration for those wishing to attend.

All trustees are encouraged to attend Trustee Training on July 30th from 11am – 2pm in the Director's office. Mr. Jerry Krois, former Wyoming Deputy State Librarian and retired director of the Eton Colorado County Public Library will be the trainer. Mr. Krois comes with high recommendations from the Wyoming State Library. Electronic calendar invitation has been sent.

The Director recommended the NCL Board of Trustees name two liaisons to the NCL Foundation Board as they did last year. Having consistent representation with the Foundation ensures continuity and consistency during important discussions, such as those surrounding the foundation's land. Last year's representatives were Kyle True and Shannon Dutcher, and with the recent expiration of Mrs. Dutcher's term the Director recommended the board fill that position. Kyle True will attend the July 16 Foundation meeting and Linda Nix will attend if she is available.

The Director is working with the Library's Management Team to draft a staff survey to be conducted at the conclusion of this year's summer reading program. The survey will be about ten questions long. (Studies show longer surveys are often counter-productive.) Moving forward, she plans to conduct staff surveys on a regular basis. In researching best practices for employee engagement surveys, I learned the value of conducting a three to five question employee survey either monthly or quarterly. The managers and I are exploring the best timetable for doing so.

The Director welcomed Alaina Hall and Mike Stepp to the board.

FOUNDATION REPORT

In Beth Worthen's absence, NCL Director Scroggins reported on behalf of the Library Foundation. She played two transformation story videos which are currently on the library's web site. (The third video is currently in production.) The videos are part of the current Awareness Campaign which also includes cinema ads, billboards, and radio & digital advertising.

NEW BUSINESS

An updated Certificate of WARM Liability Coverage was provided.

ADJOURNMENT

It was moved to adjourn the meeting at 1:04 pm. (Sarosy/Hall); motion carried.










