

JOHNSON COUNTY LIBRARY BOARD MINUTES
Thursday April 20, 2017

The Johnson County Library Board of Trustees met at the Johnson County Library on Thursday, April 20, 2017 with the following members present: Julie Baker, Denise Marton, Bill McIntyre, and Kim Harvey. Director Cynthia Twing, Assistant Director Mary Rhoads and Commissioner Linda Greenough was present. Ron Wagner was absent. Denise called the meeting to order.

William D. (Bill) McIntyre from Kaycee was welcomed as the newly appointed Library Trustee. He is replacing Jodi Crago who retired from the Board in February 2017.

Julie made a motion to appoint William (Bill) McIntyre as the board secretary. Kim seconded the motion. The motion carried.

Minutes from the March 20, 2017 meeting were reviewed. Julie moved that the minutes be accepted as written. Bill seconded the motion. The motion carried.

Correspondence

- Hoofprints of the Past Museum thank you for paying the dues
- Gift owl
- New book about Cloud Peak by Jack Smith.
- Email from Cameron Duff, Sheridan County Library Director, about the shelving at the Clearmont Library .
- Email from Dennette Mondeau
- Budget letter from the County Clerk. Budgets are due May 1
- VFW flag display dues. \$15 a year.

Approval of checks 16114-16181 and direct deposit checks DD1067-1069 were reviewed. Julie moved to approve them for payment and Kim seconded. The motion carried. Trustee Check 1407 was ratified for payment.

Director's Report-original in permanent records

- The Johnson County Library Foundation pledged \$20,000 from interest to supplement our book budget for the next fiscal year. This will replace the 1% monies.
- Cynthia and Steve worked on a short narrative and pictures to submit to the American Libraries Journal for the library expansion project.
- There are still lots of items in storage. Cynthia will organize a day where staff can go out and organize things. We will have a storage unit sale on a Friday and Saturday when weather allows.
- Staff did spring cleaning on the basement storage room. Everything had to be lower on the shelves to be below the sprinkler system.
- On April 11 Cynthia participated in mock interviews with high school sophomores.
- National Library Week activities included an Open House on April 12, hosted by the Friends of the Library, Wyoming Humanities Speaker, John Davis on April 14 and the Kilted Man on April 17.
- Kim Glasgow and Kyle Jarvis put up the railing in the north parking lot to protect the lights and fence.

Old Business

- Set a special board meeting in May to work on personnel policies. Meeting date will be Monday May 8, 2017 at 4:00 p.m.
- Loden Construction has completed the job of getting snow cleats on the east, west and north roofs.
- Cynthia contacted local insurance offices to get quotes for building insurance. North Wyoming Insurance was the lowest bid. Kim made a motion to keep the library's building insurance with North Wyoming Insurance. Julie seconded the motion. The motion carried.
- Sign off on the janitor contract through July 1, 2017 by Vice-Chair Denise Marton
- Cynthia will contact Ivy Burroughs about painting the south lobby.

New Business

- Cynthia went through the proposed budget for fiscal year 2017-2018 with the board. This budget has about a 6% decrease. Bill made a motion to approve the proposed 2017-2018 budget with corrections. Julie seconded the motion. The motion carried.
- Ellis and Nellie Patch Scholarship applications were reviewed. Board voted for two applicants and one alternative.
- The John Scully Reading Room Dedication will be held on Wednesday April 26 @ 7pm.

Next meeting will be Monday, May 22 at 4 pm.

Respectfully submitted,