

JOHNSON COUNTY LIBRARY BOARD MINUTES

Monday, February 22, 2016

The Johnson County Library Board of Trustees met at the Johnson County Library on February 22, 2016 with the following members present: Kathy Urruty, Denise Marton, Howard Ohr, Jodi Crago and Ron Wagner. Director Cynthia Twing, Assistant Director Mary Rhoads were present. Commissioner Jim Hicks and Project Manager Kim Glasgow was also present. Kathy called the meeting to order.

Minutes from the January 20, 2016 meeting were reviewed. Howard moved that the minutes be accepted as written. Ron seconded the motion. The motion carried.

Construction updates-Kim Glasgow

- Floor is done in one bathroom. Still need grout.
- Painters, roofers and glaziers are all here.
- Cynthia has moved from her office along with Nancy.
- Carpet has been delayed.

Tour was given of the construction site

Correspondence

- Thank you note from Jolly James Homemaker's Club
- Request for letter in support of the Jim Gatchell Museum
- Connie Norton outreach report

Approval of checks 15264-15324 and direct deposit 1025-1027 was reviewed. Howard moved to approve them for payment and Denise seconded. The motion carried. Trustee Check 1348-1353 was ratified for payment.

Director's Report-original in permanent records

- Cynthia and Steve were looking in the new history room construction area when they saw on the wall plans for a window on the west wall. Cynthia talked to O'Dell Construction and the window was deleted.
- Kevin Couch of Turn Key Technologies stopped by the library. He asked about our need for new phones. He said we need an RFP to give to vendors. He will make one for a fee of \$180.00. Then the RFP can be given to Collins, Turn Key, and other vendors if possible.
- Cynthia is trying to locate someone to fix one panel of stained glass. She has called people in Billings and Sheridan who work on stain glass. She also contacted Tulsa Pearson Dean who will be in Buffalo in March. Kathleen Matuska is donating an antique stained glass window that will be displayed in the local history area. It came from a pioneer home in Buffalo that was razed 40 years ago. It will need some repair.
- Staff members gave final input on interior design with Dick Edgcomb and Marianne Gardner.
- On February 18 more walls came down. We are ready to move more books to storage.
- Johnson County Library Foundation will put the gross proceeds, (approx. \$24,000) from the auction in the library match account and net proceeds (approx. \$19,000) in the construction account.
- Steve Rzasa and Director Twing attended the Active Shooters meeting on January 26

- Kaycee Library is having problems staying connected to Workflows. RT Communications and Marc at the State Library have been contacted. Cynthia contacted RT and they sent a technician from Newcastle to look at the problem. A new modem and increased band width were tried.
- The Library Foundation has been named as a beneficiary to the Clair Hollcroft remainder trust. One never knows how that will play out. The Foundation could get some money from the Trust, but may not.
- Mary Rhoads and Steve Rzasa attended a Wyoming Retirement program. They will train other staff.
- A three car crash occurred in the parking lot last week
- Cynthia visited with Bill Dooley about helping prepare the next budget to help project the costs of utilities for the expanded library
- Cynthia, Steve, Megan and Mary along with Gene Gagliano performed Readers Theater at Meadowlark Elementary.

Old Business

New Business

The next meeting will be held on Monday, March 21, 2016 at 4:00pm at the Johnson County Library.

Respectfully submitted,