

JOHNSON COUNTY LIBRARY BOARD MINUTES
Monday October 23, 2017

The Johnson County Library Board of Trustees met at the Kaycee Branch Library on Monday, October 23, 2017 with the following members present: Ron Wagner, Julie Baker, Kim Harvey, Bill McIntyre and Denise Marton. Director Cynthia Twing, Assistant Director Mary Rhoads and Branch Manager Bonnie Ross were also present. County Commissioner Linda Greenough was in attendance. Ron called the meeting to order.

Minutes from the September 18, 2017 meeting were reviewed. Denise moved to approve the minutes. Julie seconded the motion. The motion carried.

Correspondence

- Thank you letters from Ellis & Nellie Patch scholarship winners

Approval of checks

Checks numbered 16471-16533 and direct deposits DD1085-1087 were reviewed. Julie moved to approve them for payment and Bill seconded. The motion carried. Trustee Checks 1430-1435 were ratified for payment.

Director's Report-original in permanent records

- Johnson County Library Foundation put \$5000 into the library account at the Wyoming State Library. This is for ordering materials from Ingrams Publishing and will help pick up the loss of the 1% money.
- The invoice for painting the Branch Library was taken to the County Clerk for payment. The invoice to Keith Rice/Klondike Construction was for \$2900
- On September 19 a library patron was banned from using the Internet computers. He had been caught viewing porn.
- Mary Ann Bayers and Cynthia finished the nonfiction inventory. Fiction will be next.
- Publishers Prime book vendors were here. About \$2000 was spent for adult books and \$800 for children's books. Jerry and Jolene Oordt were previously with Quality Books.
- The library has a credit of \$204.69 with Workers Compensation. This was applied to the 4th quarter payment to Employers Services.
- Kielee Ellsworth from Porter Muirhead will be here tomorrow for the annual audit.
- The library will be closed tomorrow (October 24) for a staff work day.
- The auction is 10 days away. Staff has decorations ready to be put up. The Kiwanis will be here Thursday night to move furniture and set chairs up. The Foundation members are contacting various people for donations. The silent auction will be on display starting Monday. This year the silent auction will be set up in the reading room the night of the Auction. Star Audio & Video from Sheridan, WY will set up a sound system. Lynn Turner will organize the wine area and bartenders. John Williams, Rob Hicks and the Foundation will pay for the wine. Ron wanted to make sure we print 300 oral and silent auction programs.
- Cynthia is scheduled for surgery on November 7, 2017.

Old Business

New Business

- The high school construction class will be building a reading loft in the children's area. Two plans were submitted by the class and one was selected. Planning for the loft began when the new addition began on the library. Some of the small lights in the children's area will have to be raised or relocated to accommodate the reading loft.
- Julie reported on the Foundation meeting on October 19. The Foundation will pay Star Audio & Video \$350 for the sound system for the auction. They are also updating policy and procedures policies. The Foundation now has a debit card for the library to use for business purposes. The Trustees would like for Cynthia to get more information about a credit card for library use. She will ask the auditor when she is here.
- Report from Bonnie about the Kaycee Branch Library. She said this was the last week to apply for monies for the Stuart Cellars Grant. The Board encouraged her to submit an application.
- Discussion was held about the library closure on Veterans Day. The library was planning on closing Friday, Saturday and Sunday. The board felt the library shouldn't be closed that many days. It was decided to close only on Saturday.

Next meeting will be Monday, November 20 at 4 pm at the Johnson County Library.

Respectfully submitted,