

JOHNSON COUNTY LIBRARY BOARD MINUTES
Monday, September 24, 2018

The Johnson County Library Board of Trustees met at the Kaycee Branch Library on Monday, September 24, 2018 with the following members present: Ron Wagner, Julie Baker, Kim Harvey, Bill McIntyre and Denise Marton. Director Cynthia Twing, Assistant Director Mary Rhoads, and Kaycee Branch manager Bonnie Ross were present. Ron called the meeting to order.

Minutes from the August 20, 2018 meeting were reviewed. Julie moved to approve the minutes as corrected. Denise seconded the motion. The motion carried.

Correspondence

- Outreach report from Connie Norton
- Gift book from Claudia Strahan.
- Letter from Jeff Davis/Architectural Nexus asking for a letter of recommendation.

Checks 17105 – 17166 were reviewed. Denise moved to approve them for payment and Bill seconded. The motion carried. **Direct deposit checks DD1118-1120** were reviewed. Bill moved to approve them for payment and Denise seconded. The motion carried. **Trustee Checks 1516-1519** were ratified for payment. Kim moved to approve them for payment and Julie seconded the motion. The motion carried. The Trustees signed off on the checks reports

Director's Report-original in permanent records

- Cynthia will attend the Director's Retreat in Rock Springs on October 17-19.
- The auditor will be here on October 8.
- New window blinds have arrived for the Kaycee Branch Library. They are for the south windows in the children's area.
- Story hour started on September 7 at the Kayce Branch Library. There was good attendance of 17 children. The Boy's and Girl's Club will come once a month.
- The south entrance to the main library has some woodpecker damage.
- The library staff completed various cleaning projects around the library on September 17. Chris also deep cleaned the south bathrooms. The library closed for 4 hours.
- Wyoming Retirement percentage has changed to 17.2%.
- Steve Rzasa has worked at the library for 10 years now so his vacation time will change.
- The Friends of the Library will have a book sale September 27-29. Mary Odenbach's class will help move books into the meeting room.
- Cynthia will take a few days of vacation time.
- The State Library updated the *Board Members Handbook*.

Old Business

- Interior book drop is closed off. Painting still needs to be done.
- Gavin, from Jadeco, worked on the pendant lights in the reading loft area on August 24, 2018.
- Capital Business System will not take a credit card for their payment. They will give us a grace period until the 25th of the month before a late fee is made.
- Landscaping by the stairs on the north side was completed using large rocks.
- The auction theme this year is titled, "Through the Looking Glass". We are encouraging people to wear their maddest hat. Brannian's Auctioneers, Margaret Fraley/Sagewood and Trinity Rodriguez/The Fix have all been contacted and all said they will help with the auction.

- Rocky Ross went over to the property next to the Kaycee Branch Library the Foundation purchased and turned off the outside water spigot. The Foundation is considering renting the house.

New Business

The Trustees asked Bonnie about the Kaycee Branch Library. Bonnie said the computers are better now with the increased speed. The modem was also replaced. The Foundation is purchasing new shelving for the children's area. The Foundation will put the shelving together when it arrives.

The next meeting will be Monday, October 22, 2018 at 4pm at the Johnson County Library.

Respectfully submitted,

A handwritten signature in cursive script that reads "Denise Marton".