

JOHNSON COUNTY LIBRARY BOARD MINUTES
Wednesday February 20, 2019

The Johnson County Library Board of Trustees met at the Johnson County Library on Tuesday, February 20, 2019 with the following members present: Ron Wagner, Julie Baker, Kim Harvey and Denise Marton. Director Cynthia Twing and Assistant Director Mary Rhoads were present. Bill McIntyre was absent. Ron called the meeting to order.

Minutes from the January 22, 2019 meeting were reviewed. Kim moved to approve the minutes as presented. Denise seconded the motion. The motion carried.

Correspondence

- Letter from the Wyoming Military Department Museum. They have a kiosk for fallen veterans that will travel across the state.
- Letter from a Wyoming author, Patricia Jones, about her new book. Cynthia did order the book.
- Outreach report from Connie Norton.

Checks 17395 – 17450 were reviewed. Julie moved to approve them for payment and Denise seconded. The motion carried. Direct deposit checks DD1133-1135 were reviewed. Denise moved to approve them for payment and Julie seconded. The motion carried. Trustee Checks 1540-1546 were ratified for payment. Denise 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

- The 1% application was delivered to the County Commissioners Office.
- Cybrarian software is working well. The annual contract is \$757.85. This will be paid from the Trustee Account this year. Julie made a motion to approve the 1yr contract with Cybrarian in the amount of \$757.85 after the 30-day free trial ends. Denise seconded the motion. The motion carried.
- Local history librarian, Nancy Tabb, presented a program for the Local History Organization on January 22, 2019.
- Chesbro Electric was contacted regarding the replacement of light fixtures at the Kaycee Branch Library. About 10 years ago a portion of the lights were replaced through a grant from Rocky Mountain Power. Cynthia will check with Chesbro Electric to see if there is still grant money available.
- Jolene and Jerry Oordt, with Publishers Prime, will be here on March 1, 2019. Cynthia will be buying nonfiction books using money from some small memorial accounts.

Old Business

- Report from Erick Loden concerning the wall flashing on the south side of the building below the clear story windows. Erick said the roof is fine and is not failing.

New Business

- Furnace issues with the older units. Total Comfort came on February 5, 2019 to do repairs. Parts were ordered and the unit was fixed on February 20, 2019. The Tech said the units are still viable. Money will be transferred from the Depreciation account to cover the cost of repairs.

- On February 8, 2019 a patron fell in the library. Mary called for an ambulance. Dave Harness also came and helped attend to the patron, Sharon Jennings. She had surgery in Gillette for a broken arm and is recovering at home.
- Cynthia would like to contact Chem-Dry Carpet Cleaning to get a bid for cleaning the library carpet. Payment for this expense will come from the Depreciation account.

Director Search

- Ads are in the Buffalo Bulletin and the Kaycee Voice newspapers.
- Hard copies of the application requirements are available at the front desk.
- A Gmail account is available for review of applications. This account is accessible to Trustees only. So far there are 2 applications in this account.
- Julie made a motion to post the Director ad on the Wyoming State Library website with the same deadline of March 4, 2019. There was no second for the motion. Motion was not acted upon. Discussion. Denise made a motion to post the ad to the Wyoming State Library job line website with the date of March 4, 2019 as the deadline. Julie seconded the motion. The motion carried.

A special board meeting will be held Tuesday, March 12 at 1:00pm.

The next regular board meeting will be Wednesday, March 20, 2019 at 4pm at the Johnson County Library.

Respectfully submitted,

