JOHNSON COUNTY LIBRARY BOARD MINUTES
Monday April 22, 2019

The Johnson County Library Board of Trustees met at the Johnson County Library on Monday, April 22, 2019 with the following members present: Julie Baker, Kim Harvey, Bill McIntyre and Denise Marton. Director Cynthia Twing, Assistant Director Mary Rhoads and Linda Greenough, County Commissioner were present. Ron Wagner was absent. Bill called the meeting to order.

Johnson County Treasurer, Carla Bishop explained to the board about the specific purpose sales tax monies from the library expansion project. At this time there is $17,178.68 remaining that can be used for repairs. There is a total of $397,443.98 which may or may not be directed to "library reserves". The use of the money must follow the verbiage that was on the ballot. It was suggested to contact the County Attorney about the verbiage.

Minutes from the March 20, 2019 meeting were reviewed. Denise moved to approve the minutes as presented. Julie seconded the motion. The motion carried.

Correspondence
- Letter from the Department of Health about library staff being trained on administering the drug naloxone. It was discussed at a staff meeting and was decided not to participate.
- Renewal of the VFW flag display service.
- Letter from the Johnson County Commissioners about the 1% money allocated to the library. The library will receive $20,000.
- Letter from the Johnson County Clerk. Due date for budget requests to be turned in is May 1, 2019.
- The County Commissioners have allocated the Concord Energy Tax settlement to county entities. The library received $3088.90
- Outreach report from Connie Norton.

Checks 17510 – 17566 were reviewed. Julie moved to approve them for payment and Kim seconded. The motion carried. Direct deposit checks DD1139-1141 were reviewed. Julie moved to approve them for payment and Denise seconded. The motion carried. Trustee Checks 1555-1561 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
- Confirmation from Chesbro Electric about work at the Kaycee Branch Library. Supplies have been ordered
- Carpet will be cleaned on Sunday, May 19 by Chem Dry.
- Mary and Bonnie attended the Youth Services Interest Group spring meeting at the Albany County Library. NASA @ your Library program was given by speakers from the Star Library Network. Mary gave a brief talk about the program.
- National Library Week open house hosted by the Friends of the Library was on April 10th.
- A birthday / retirement party for Cynthia was on April 12th.
- School children from Kaycee in grades 3-5 visited the library.
- The annual WYLD meeting will be held May 15-17. Due to scheduling and program responsibilities, neither Cynthia nor Steve will be attending.
- Wyoming Reads celebration will be held on May 15 with the 1st grade students.
• Nancy Tabb would like another safe deposit box for some Egyptian artifacts that were donated to the library by the Dillinger family.
• Cynthia ordered 500 more library cards from Demco.

Old Business
• Meeting room guidelines policy changes. Discussion was held. Julie moved to approve the meeting room guidelines as amended. Denise seconded the motion. The motion carried.
• March income from the County is $8646.17
• Bookkeeping services proposals from three firms were discussed. Kim made a motion to give Cynthia the authority to enter into a contract with Cloud Peak Accounting for bookkeeping services for $500 a month for one year. Julie seconded the motion. The motion carried.

New Business
• During April 1 though the 6 the library had a disruptive patron. The man was homeless and mentally unbalanced. On April 6th Heather called the police when he became combative. They escorted him from the library.
• Cynthia asked County Commissioner Linda Greenough if any other county office employees were having difficulties with Further, the new flex spending management program. Linda said she would contact Vickie Edelman and have her contact Cynthia.
• Cynthia would like to open the library an hour late on Wednesday, April 24 for staff training. Julie made a motion to approve opening the library no later than 11 am on April 24. Denise seconded the motion. The motion carried.

Executive session for Director search was called. Ron Wagner took part via phone.

The next meeting will be Monday, May 20, 2019 at 4pm at the Johnson County Library.

The meeting reconvened at 5:40 p.m. for FY2020 budget deliberations. Julie Baker made a motion to approve the proposed budget with the changes that were discussed. Bill McIntyre seconded. The motion carried.

Respectfully submitted,