

JOHNSON COUNTY LIBRARY BOARD MINUTES
Monday May 20, 2019

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

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

Correspondence

- Letter to Central City Library, Auckland New Zealand about a book we received as a donation.

Approval of checks

Checks 17567 – 17623 were reviewed. Julie moved to approve them for payment and Denise seconded. The motion carried. Direct deposit checks DD1142-1144 were reviewed. Julie moved to approve them for payment and Kim seconded. The motion carried. Trustee Checks 1562-1566 were ratified for payment. Julie moved to approve them for payment and Denise seconded the motion. The motion carried. The Trustees signed off on the checks reports.

Director's Report-original in permanent records

- Cynthia thanked the board for letting her and the staff take part in the Leadership Strengths test. Megan made a chart to show the different strengths the staff have.
- Mary Ann and Cynthia finished the inventory in the adult collection. Most books that were withdrawn hadn't been checked out in over 5 years. About 500 books were withdrawn. Several books in the history area are missing.
- Mary and Cynthia went to Home Depot and purchased new houseplants and pots.
- Chesbro Electric has completed work at the Kaycee Branch Library.
- Cynthia has been working with Steve on book ordering, bookkeeping and other duties.

Old Business

- April income from the County is \$35,299.63
- Connie Norton talked to Vicki Edelman about her Further account.
- Cynthia made calls to find someone to do handyman jobs. She contacted Tristan Hepp and he will clean the gutters and paint the fence in the south parking lot.
- Artifacts are at First Northern Bank in a safe deposit box.
- Steve and Cynthia had their first work session with the bookkeeper on May 16th. A letter of agreement needs to be signed.
- The budget was turned in on May 1, 2019. The appointment with the County Commissioners will be on June 4th.

New Business

- The inside front handicap door malfunctioned. Cynthia contacted Overhead Door in Casper.
- More patron problems. Police were called to both events.
- Budget amendment for transfer of funds from depreciation account. Kim made a motion to approve the transfer of funds from the depreciation account. Julie seconded the motion. The motion carried.
- Budget hearing with the County Commissioners will be June 4th at 1:00 pm.

The next meeting will be Monday, June 24, 2019 at 4:00 pm at the Johnson County Library.

The joint meeting of the Johnson County Library Foundation and the Library Trustees followed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Denise Maston". The signature is written in black ink and is centered on the page.