

JOHNSON COUNTY LIBRARY BOARD MINUTES

Monday, August 21, 2023

The Johnson County Library Board of Trustees met at Kaycee Branch Library on Monday, August 21. The following members were present: Jennifer Bakken, Margaret Smith, Shane Greet, Leighton "Pitchy" Gammon, and Terry Urruty. Director Lindsey Belliveau, Kaycee Branch Manager, Bonnie Ross, and Kris Ackerson, JCL Foundation representative were present. Jenny called the meeting to order at 4:12 p.m.

Minutes- from the July 23, 2023, were reviewed. Pitchy moved to approve the minutes as submitted. Shane seconded the motion. The motion carried.

Correspondence- Lindsey Shared a thank you card from a meeting room user.

August 2023 checks - reports included in permanent record.

Direct deposit checks DD1511-DD1521, checks 19150-19169 (void 19163-misprint), and Operations and Maintenance checks 1529-1537 were reviewed. Pitchy moved to approve the payments and Terry seconded. The motion carried. Trustee Checks 1941-1942 were reviewed. Pitchy moved to ratify the checks and Shane seconded. The motion carried.

Director's Report - original in permanent record.

- The Summer Reading Challenge, 'All Together Now' concluded on July 15th. A huge thank you to the Friends of the Library for all of their continued support.
 - Kaycee's participation included 34 children, 7 teens, and 21 adults.
 - JCL's participation included 197 readers, preschool through 5th, reading a total of 2,888 hours, 63 teen readers totaling 3,290 hours, and 54 adult readers turning in 137 book reviews.
 - In addition to the reading portion the library offered in library programming as well: 5 children's programs with 572 children and 220 adult attendees, 5 teen programs with 88 total attendees, and 3 adult programs with 31 attendees
- StoryTime will be resuming Tuesday 13th at 2 pm. The Children's Dept will host two story times each week, the other on Thursdays at 10 am.
- Mothers of Buffalo has paused their meetings this year due to low attendance
- Nancy Tabb was excited to share the acquisition of two original *Banditti of the Plains* by A.S. Mercer. One for the Hoofprints of the Past Museum in Kaycee and another for the Johnson County Library in Buffalo. The story was shared in last week's edition of the Buffalo Bulletin.
- High Plains Press has agreed to publish the book of local oral histories by Nancy Tabb, Jonette Goraj, and Dolly Fraley. It will have all of the finishing touches and marketing help of High Plains Press and the library will retain the copyright. It was decided that the book would be dedicated to Patty Myers who spearheaded the oral history project, which has now been added to by many and will continue to grow.
- The JCL Foundation Annual Fundraiser Auction theme will be *Around the World in an Evening*. The Auction will take place on Friday, November 3rd.
- The Friends of the Library held their *Back to School Book Sale* August, 17, 18, and 19. There are still a few sales taking place as we sort through and store the remaining items. Thus far the total is close to \$1,400.
- The Johnson County Library is now able to offer our community a podcast station that is available for in library use. This equipment was provided by the Laramie County Library System through a grant attained by Rachael Svoboda. Communities across the state have benefitted from equipment and information provided through WL2B (Wyoming Library to Business). Also available for checkout are lighted photo boxes, green screens, large and small tripods, a digital camera, and a round light. Please help us spread the word.
- One of the exterior security cameras has worn out and is going to need to be replaced. I am in communication with the company now but the initial quote was just under \$1,700.00.

- As of August 31st Cloud Peak Accounting will no longer be able to offer bookkeeping services so we are in the process of finding another bookkeeper.

Discussion = Lindsey has contacted Steve Reimann and Kyle Mercer about accountant issue. The cost of the new video security camera will come from the Operations and Maintenance Account.

Old Business

- Update on finances to date.
 - Check from Johnson County Treasurer 8/7/2023 = \$20,804.43
 - \$17,719.48 property tax, \$3,084.95 motor vehicle
 - Balances:
 - Checking = \$437,720.27
 - Operations and Maintenance = \$11,668.88
 - Reserve = \$288,494.07
 - Depreciation = \$75,388.27
- Lindsey is preparing 1% voucher and Operations & Maintenance voucher to be sent to commissioners.
- CD update: Lindsey contacted several Johnson County investment firms, discovering best rate of 5.25% for \$200,000. Kevin Bettinger, of Investment Centers of America, will contact county officials to acquire a copy of JCL Article of Incorporation. Pitchy made a motion that upon opening the Certificate of Deposit for investment of monies, the Board of Trustee Treasurer and the Board of Trustee President should be the signing parties. Terry seconded the motion. Motion carried.

New Business

- Kris Ackerson informed the Trustee Board she has looked into grant funding for the Kaycee Branch Improvement Project and has a 2-year goal for getting the money budgeted. She inquired if county 1% money would be allocated and what amount the county commissioners will put into the project. She felt it unproductive to apply for grants without goals and commitments. She asked the Trustees to request an amendment to the FY23-24 budget. Jenny expressed the importance of following the timeline and working together to keep the process moving, the Trustee Board is fully committed to the project, therefore, amending the current budget is not an option. Kris requested setting up a Capital Expenditure Budget and gaining the support of the commissioners. Lindsey will contact Jeff Shelley to request a meeting with the committee.

Next Meeting

The next regular meeting is 4 p.m. Monday, September 18, 2023, at the Kaycee Branch Library. Shane moved to adjourn the meeting. Pitchy seconded. Motion carried. Meeting adjourned at 5:10 p.m.