

Special meeting of the Fremont County Library System Board of Directors held on July 18, 2013 at 9:30 a.m. at Fremont County Library – Lander, 200 Amoretti Street, Lander, WY.

Kevin Tippets, chair, called the meeting to order at 9:30am.

BOARD MEMBERS PRESENT: Don Newton, Jackie Meeker and Kevin Tippets. Linda Bebout attended via teleconference. Carol Steidley was absent – excused. Also present Rebecca Thomas. Commissioner Stephanie Kessler, Gloria Brodle, Barbara Oakleaf, Tom Norwood and Teresa Lucas were absent – excused.

1. Approval of Agenda –Don Newton moved to approve the agenda as presented; **Jackie Meeker** seconded. The motion was approved unanimously.

2. Presentations – None

3. Approval of Consent Agenda
Approval of Bills

Purchase Orders/Encumbrances **None**

Check Numbers: **19834** - **19854** written on the Operating Account

Exceptions: **None**

Jackie Meeker moved to approve the consent agenda as presented; **Don Newton** seconded. Linda asked what the check to WARM was for. Rebecca replied that this is for the Library's property insurance and the amount covers the system for the entire year. WARM stands for Wyoming Association of Risk Management. The motion was approved unanimously.

4. Action Items

Unfinished Business: None

New Business:

A. Adoption of the FY 13-14 Budget – Linda commented that she is concerned that the revenues are less than the expenditures. Rebecca replied that one of the items listed as an expenditure is the library system's cash reserve of \$650,000, but it is money that is never spent. The cash reserve serves to help the library system with cash flow because the library system does not receive its revenue in a regular period. The Library system's fund balance (money carried over from one year to the next) makes up the difference between the revenue and expenditures. Rebecca noted that the Commissioners did include the ADA doors in the library system's budget and they are included in the proposed budget before the Board for approval today. There was some debate about whether the expenditure should go through the county's Capital Revolving Fund, but in the end they agreed that it should be funded through

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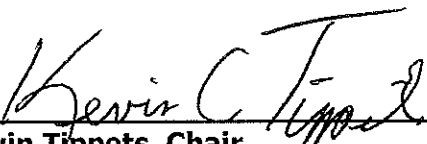
the library's regular budget. Rebecca noted that these budget numbers match the amount adopted by the county commissioners on July 9. Kevin commented that the Board did hear from Teresa, the Dubois manager, about the need to change some of the positions from substitute to permanent library assistant II positions. Neither of the proposed positions would qualify for benefits (health insurance, retirement or paid time off) because the number of work hours was less than 20 per week. The county declined to fund those positions. Rebecca commented that the other new personnel position that the library system requested was for a full time maintenance/custodial position for the Lander facility. Kevin noted that the Board is aware of the situation and will see about working with the county regarding these positions. **Jackie Meeker** moved to adopt the fiscal year 2013 – 2014 budget as presented; **Don Newton** seconded. The motion was approved unanimously.

OTHER BUSINESS: Jackie noted that in regards to the director search, we have received fewer than 10 applicants and the quality of the applicants is a little disappointing. Several of the applicants have an MLS degree but not a lot of budgeting experience. August 2nd is the deadline when they will begin to review the applicants. Jackie and Barbara will be meeting next week to determine the composition of the search committee who will review the applications. Jackie asked if Jonmikel has been helpful in the absence of a technology manager. Rebecca replied he has helped us on a few items, but we have not had any real problems. Kevin noted that he will probably help more when the new technology manager arrives. Don asked where the expenses for the contract services provided by Jonmikel will come from in the budget. Rebecca replied that the expenses will come out of the contractual services line item, but there will be ample budget available in the salary and associated benefit line items associated with not paying for a technology manager for the month of July. We will track this as the fiscal year progresses. Kevin asked Rebecca if she is managing as the point person for the library system. Rebecca replied that the other managers have helped her and the managers are planning a retreat for themselves in August to make their plans and help Jennifer transition into her new position.

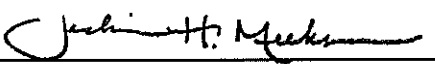
Upcoming Calendar:

Next meeting – Wednesday, August 7, 2013, 9:30am in Dubois – Kevin noted that it makes sense to postpone the retreat until after a new director is hired. The other board members agreed. Rebecca noted that the managers will be attending the August meeting since the Board has decided not to have its retreat after the meeting. The new technology manager, Jennifer Wills, will also be in attendance.

The meeting was adjourned at 9:50am.

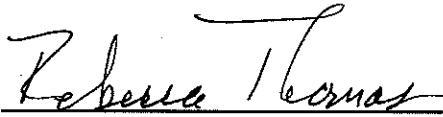

Kevin Tippets, Chair


Don Newton, Vice-Chair


Jackie Meeker, Treasurer


Linda Bibout, Member

absent
Carol Steidley, Member


Rebecca Thomas
Recording Secretary