



Regular meeting of the Fremont County Library System Board of Directors held on June 1, 2016 at 9:30 a.m. at Fremont County Library – Riverton, 1330 West Park Avenue, Riverton, WY.

Linda Bebout, Chair, called the meeting to order at 9:32 a.m.

Board Members Present: Carol Steidley, Nancy Wright and Linda Bebout. Judy Johnson and Don Newton were absent – excused. Also present JoAnn Collins, Rebecca Thomas, Tom Norwood, Gloria Brodle and Jenny Wills. Treva Higgins and Commissioner Ray Price were absent – excused. Also present Ray Charles, President, Lander Library Friends Association (LLFA).

1. **Approval of Agenda – Nancy Wright** moved to approve the agenda as presented; **Linda Bebout** seconded. Linda asked if there were any additions to the agenda. There were none. The motion was approved unanimously.
2. **Presentations – Lori Weber – 5 year service recognition** – Unfortunately Lori was unable to attend due to illness. Tom stated Lori wanted to thank the Board and stated she has enjoyed working for the library. Gloria commented that Lori is a kind and helpful team player and has been a great presence in the afternoon with the children. Tom noted there was an intoxicated individual laying on the property last fall, and Lori found him. The EMT was called and she probably saved his life. Linda asked Tom to let Lori know that the Board appreciates her.
3. **Approval of Consent Agenda**
 - Minutes** – Regular Meeting, May 4, 2016
 - Record of Financial Statements**
 - General Fund – Statements as of April 30, 2016
 - Donation Register
 - Cash Flow Projection
 - Approval of Bills**
 - Purchase Orders **4497, 4498, 4499, 4500**
 - Check Numbers: **22941 - 23028** written on the Operating Account
 - Exceptions: **None**
 - Payroll: **22946 – 22954**
 - Direct Deposit: **51601 – 51638**
 - Transfer **to** WYOSTar: Tax revenue income received over **\$180,000**
- Carol Steidley moved to approve the consent agenda as presented; **Linda Bebout** seconded. The motion was approved unanimously. Linda, as chair, asked Rebecca to file the financial statements.
4. **Reports Roundtable** – Jenny discussed the process for buying the new RFID self-checkouts through the county's Capital Revolving Fund after July 1. JoAnn highlighted the summer reading program starting today and the increase in circulation and computer patron usage statistics.

JoAnn noted that when economic downturns occur, people turn to libraries and its resources. Rebecca noted that the next meeting will be the fiscal year wrap up and there will be an unanticipated revenue/budget hearing along with retired assets for the board members. Ray distributed a newsletter from the LLFA and a presentation made to the Rotary in Lander. Nancy commented that she has had comments from the public that the libraries seem much busier. Gloria noted that they have been quite busy and Job Corps is at the library once a week and brings in a lot of people.

5. Policy Review – None

6. Action Items

Unfinished Business:

- A. Riverton Roof/Drainage Update – Dennis Selley of SDI joined the meeting. He distributed the construction schedule for the roof and drainage project, which indicates the project should be completed by the end of August. The metal roof color has been ordered. They are planning to start on the roof next week because the weather will cooperate. Dennis thinks the staff entrance and drive up book drop will need to be closed off around Wednesday next week. Signage will be created to re-direct people to the walk up book drop at the front of the building. They have agreed to hold an OAC (owner, architect and contractor) meeting every 2 weeks. The final visual of the sign will be left to the committee to approve. Dennis left the meeting. The group discussed the sign verbiage. The consensus among the board members was to remove the dollar amounts from the sign.
- B. Riverton Library Community Room Project – Gloria noted that the new refrigerator is in and the tile should be installed in about 6 weeks. She anticipates having the money for this project spent or encumbered by the end of June.
- C. 2016-2017 budget discussion – Rebecca reviewed the changes the county has made to the library's budget. The county removed the cash reserve and increased the employee's portion of the Wyoming Retirement contribution. Scott Harnsberger will generate a check for the library for cash flow as needed; it will not require commissioner approval. In addition, the commissioners added money for board member mileage reimbursement (for those who want it). JoAnn emphasized that she believes this is the budget we will have and does not think the commissioners will make any more cuts.

New Business:

- A. School Supplies in lieu of Fines – JoAnn reviewed the program, which the library has had for the past couple of years. **Nancy Wright** moved to approve waiving overdue fines if patrons bring in school supplies from July 1, 2016 through August 15, 2016; **Carol Steidley** seconded. The motion was approved unanimously.
- B. Special Budget Meeting in July – Rebecca noted that she is requesting the Board to schedule a budget adoption meeting. **Linda Bebout** moved to approve holding a special meeting for budget adoption, timely financials and Riverton Roof and Drainage Project update on July 20, 2016 at 9:30am via telephone conference; **Nancy Wright** seconded. The motion was approved unanimously.

Correspondence

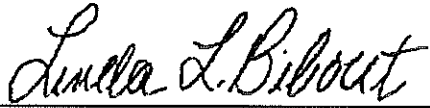
A. WSL Outrider

Other Business – None


Linda declared the meeting adjourned at 10:55 a.m.

Upcoming Calendar:

Next regular board meeting – Wednesday, June 29, 2016 in Lander, 9:30 a.m.



Linda Bibout, Chair



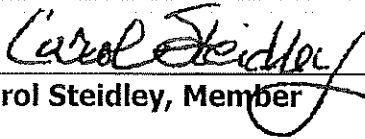
Nancy P. Wright, Vice-Chair

absent

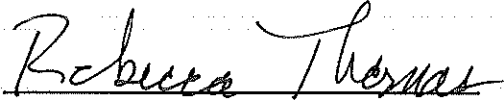
Don Newton, Treasurer

absent

Judy Johnson, Member



Carol Steidley, Member



Rebecca Thomas
Recording Secretary