



Regular meeting of the Fremont County Library System Board of Directors held on September 7, 2016 at 9:30 a.m. at Fremont County Library – Riverton, 1330 West Park Avenue, Riverton, WY.

Nancy Wright, called the meeting to order at 9:38 a.m.

Board Members Present: Judy Johnson, Carol Steidley, Heather Morrison, Nancy Wright and Don Newton. Also present Rebecca Thomas, Gloria Brodle, Tina Jayroe, Jenny Wills and Commissioner Ray Price. JoAnn Collins, Tom Norwood and Treva Higgins were absent – excused. Also present Ray Charles, Lander Library Friends Association (LLFA) president; Shari Haskins, Syd Lupton and Terry Dunn – all library staff; Mr. and Mrs. Steven Decker.

- 1. Approval of Agenda –Judy Johnson** moved to approve the agenda as presented; **Carol Steidley** seconded. The motion was approved unanimously.

Nancy invited the visitors to address the Board. Ray Charles noted that the Challenge for Charities fundraising was quite successful and raised \$9,959 including the match. Steven Decker commented that he and his wife Elizabeth are concerned about the Children’s Department at the Riverton Library. The departure of a couple of staff members and the decrease in programming at the library has them worried. He has heard that the library is moving away from programming and is going to focus on only books. Nancy replied that the library board is committed to continuing programming at all the libraries and the Fremont County Library Foundation recently approved a grant of \$15,000 for programming throughout the library system. Elizabeth Decker asked about changes in staff from library assistants to library aides. Nancy replied that some job title changes have occurred. Terry Dunn noted that the staff is unhappy about the way things are going.

- 2. Presentations – None**

- 3. Approval of Consent Agenda**

Minutes – Regular Meeting, August 3, 2016

Record of Financial Statements

General Fund – Statements as of July 31, 2016

Donation Register

Cash Flow Projection

Approval of Bills

Purchase Orders **None**

Check Numbers: **23196 - 23259** written on the Operating Account

Exceptions: **None**

Payroll: **23206 – 23214**

Direct Deposit: **81601 – 81637**

Transfer from WYOSTar **\$100,000**

Carol Steidley moved to approve the consent agenda as presented; **Judy Johnson** seconded. The motion was approved unanimously. Nancy, as chair, asked Rebecca to file the financial statements.

- 4. Reports Roundtable** – All of the board members thanked the community members who have attended the meeting today to voice their concerns. Tina noted that there is a lot of stress among staff members and they feel overextended. Gloria noted that she is concerned because the morale is low in Riverton. She reviewed the ongoing programs at the Riverton Library. Jenny noted that the new phone system has had some glitches with training, but the overall the system is working well. She discussed the forwarding of the old Dubois phone number to the new ShoreTel number; the forwarding will end at the end of October. Jenny reviewed the issues with upgrading patron computers to Windows 10 and the process of reverting them back to Windows 7. Heather stated she is looking forward to the discussion about staffing. Judy asked about “Banned Books”. Gloria explained how materials can be challenged by public and Rebecca pointed to the Challenged Materials policy that is part of the FCLS Policy Manual. Rebecca commented that the auditors will be in town this month to conduct the audit and she expects everything should go smoothly. The Board welcomes public comments and will take them under advisement.

The members of the community left the meeting.

5. Policy Review – None

6. Action Items

Unfinished Business:

- A.** Riverton Roof/Drainage Update – Nancy commented that the concrete on the west side looks very good and she has heard positive feedback from the public. Gloria noted that the disruptions have been minimal. The structural engineer has inspected the building when the roof was removed and did not identify any issues. Tom is concerned about the fasteners that are not flush to the roof, but has been reassured that the warranty of the roof will be valid. Tom is dealing with interior lights that have fallen in the library. The library will remain closed to the public until Tom is convinced it is safe.

New Business:

- A.** Personnel request in Riverton – Rebecca noted that Gloria and she attended the commission meeting yesterday where the commissioners approved the personnel reorganization proposal of hiring a Library Aide at 18 hours/week; restoring 4 hours to the part-time library assistant II in the Children’s department and re-hiring a full time children’s department head. Rebecca commented that Commissioner Becker voted against the motion. He did not think the part-time position should be approved, but was in favor of re-hiring the full time position. The group discussed the different duties between a library assistant II and a library aide. **Judy Johnson** moved to approve hiring replacement positions as approved by the county commissioners; **Don Newton** seconded. The group discussed whether it was prudent to return to the commission and request permission to hire a 20 hour/week library assistant II instead of the library aide. Rebecca commented that one of the reasons Commissioner Becker voted against the motion is because indications so far are that next year’s county budgets will probably be less than this year; county departments will need to make additional cuts. The motion was approved unanimously. **Don Newton** moved to restore 4 hours to the part-time

library assistant II in the Children's Department of the Riverton Library; **Judy Johnson** seconded. The motion was approved unanimously. Ray Price left the meeting.

- B.** Executive Session – Exit Interviews and Personnel – **Don Newton** moved to adjourn to executive session for exit interviews and personnel; **Carol Steidley** seconded. The motion was approved unanimously. **Carol Steidley** moved to return to public session; **Judy Johnson** seconded. The motion was approved unanimously.

Heather and Don left the meeting.

Correspondence – Nancy reviewed the correspondence

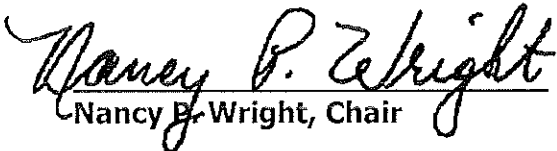
- A.** WSL – Outrider
- B.** Board- Staff Contact Sheet 16-17
- C.** Fremont County 16_17 budget

Other Business – Tom joined the meeting to discuss the light fixtures that fell in the Riverton Library. All of the hanging light fixtures in the library need to be secured using a unistrut system. The library will remain closed until the lights are rehung using this better system. Tom will contact Commissioner Price about approval of this expense. **Judy Johnson** moved to approve the remedy to fix the light fixtures; **Nancy Wright** seconded. The motion was approved unanimously.

Nancy declared the meeting adjourned at 12:45 p.m.

Upcoming Calendar:

Next regular board meeting – Wednesday, October 5, 2016 in Dubois, 9:30 a.m.

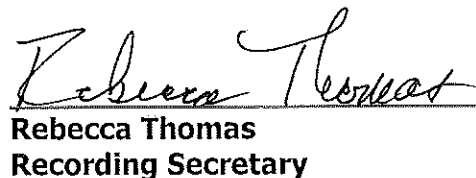

Nancy P. Wright, Chair


Judy Johnson, Vice-Chair


Carol Steidley, Treasurer


Heather Morrison, Member


Don Newton, Member


Rebecca Thomas
Recording Secretary