



FREMONT COUNTY Libraries

Engaging Minds • Enriching Lives

Regular meeting of the Fremont County Library System Board of Directors held on July 26, 2017 at 9:30 a.m. at Fremont County Library – Lander, 451 North 2nd Street, Lander, WY.

Carol Steidley, Acting-Chair, called the meeting to order at 9:35 a.m.

Board Members Present: Carol Steidley, Jane Lynn and Heather Morrison. Also present Rebecca Thomas, Janette McMahon and Commissioner Ray Price. Also present Audie Cunningham, Anita Marple, and several Library staff members.

Carol welcomed the visitors to the meeting.

- 1. Approval of Agenda – Jane Lynn** moved to approve the agenda as presented; **Heather Morrison** seconded. The motion was approved unanimously.
- 2. Election of Officers – Jane Lynn** moved to nominate Carol Steidley for Chair, Heather Morrison for Vice-Chair and Jane Lynn for Treasurer; **Heather Morrison** seconded. The motion was approved unanimously.
- 3. Presentations – Audie Cunningham – 5 years service recognition** – Anita thanked Audie for her 5 years of service to the library and the time, talent and education she has invested in her position. In addition, Anita highlighted Audie’s “Cupcake Wars” program that has become quite popular over the years.

4. Approval of Consent Agenda

Minutes – Unanticipated Revenue/Budget Hearing, June 28, 2017; Regular Meeting, June 28, 2017

Record of Financial Statements

General Fund – Statements as of June 30, 2017
Donation Register
Cash Flow Projection

Approval of Bills

Purchase Orders **None**
Check Numbers: **23963 - 24011** written on the Operating Account
Exceptions: **None**
Payroll: **23970 – 23981**
Direct Deposit: **71701 – 71729**
Transfer from WYOSTar **\$100,000**
Retired Fixed Assets as of June 30, 2017

Heather Morrison moved to approve the consent agenda as presented; **Jane Lynn** seconded. The motion was approved unanimously. Carol, as chair, asked Rebecca to file the financial statements.

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5. Reports Roundtable – Janette noted that she has met with most of the commissioners one-on-one. She has also met with all of the staff at the three buildings. She has talked with all of the representatives at the Community Libraries about separating our operations and it has gone relatively smoothly. The Wyoming State Library is handling the process of removing them from the WYLD system. Shoshoni Library is the one library that is feeling the pinch of separation. All of the libraries are busy in July, but it will slow down in August. She attended the “Chalk the Walk” program in Riverton and there were over 600 in attendance. Tasha has made a great display for “Operation Gratitude” and Janette was able to reallocate the staff hours from Syd Lupton’s retirement. Most of the hours went to Eric who will take over the website and will serve as Jenny’s backup. Janette is also working with Treva to revamp Dubois programming.

6. Policy Review - None

7. Action Items

Unfinished Business:

- A.** Riverton Roof/Drainage Update – Janette noted that the library is waiting for the estimate for the last bit of drainage work from SDI. The roof is not leaking.
- B.** FY 17-18 Budget – Janette stated that there have been no changes to the budget. **Heather Morrison** moved to adopt the FY 17-18 budget as presented; **Jane Lynn** seconded. The motion was approved unanimously.

New Business:

- A.** Depositories of Library funds – **Heather Morrison** moved to approve using WYOSTAR and Wyoming Community Bank as the depositories of funds for Fremont County Library System; **Jane Lynn** seconded. The motion was approved unanimously.
- B.** Authorization to pay recurring bills – **Heather Morrison** moved to authorize the Business Office to pay utilities, dues & subscriptions, collection development, insurance, telephone and current standing service agreements within the adopted budget; **Jane Lynn** seconded. The motion was approved unanimously.
- C.** School Supplies in lieu of fines – **Heather Morrison** moved to waive overdue fines if patrons bring in school supplies from July 31, 2017 to August 31, 2107; **Jane Lynn** seconded. The motion was approved unanimously.
- D.** Food in lieu of fines – **Jane Lynn** moved to approve the collection of non-perishable food products in lieu of patron fines from November 1, 2017 to December 31, 2107; **Heather Morrison** seconded. The motion was approved unanimously.

Commissioner Price noted that Janette should consult with Jodi Darrough regarding the legalities surrounding fundraising by the library system.

- E.** Executive Session – **Heather Morrison** moved to adjourn to executive session for confidential legal advice; **Jane Lynn** seconded. The motion was approved unanimously. **Heather Morrison** moved to return to public session; **Jane Lynn** seconded. The motion was approved unanimously.

Correspondence:

A. WSL Outrider Newsletter – this is available online through the WSL website.

Other Business – None

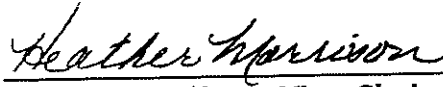
Carol declared the meeting adjourned at 11:05 a.m.

Upcoming Calendar:

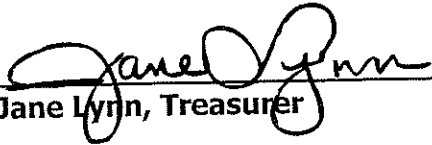
Next regular board meeting – Wednesday, September 6, 2017 in Riverton, 9:30 a.m.



Carol Steidley, Chair



Heather Morrison, Vice-Chair



Jane Lynn, Treasurer

absent

Vacant, Member

absent

Vacant, Member



Rebecca Thomas
Recording Secretary