

Approved Minutes

Regular meeting of the Fremont County Library System Board of Directors held on August 1, 2018 at 9:30 a.m. at Fremont County Library – Dubois, 202 North 1st Street, Dubois, WY.

Carol Steidley, Chair, called the meeting to order at 9:31 a.m.

Board Members Present: Carol Steidley, Jane Lynn, Heather Morrison and Terry Hafner. Sharon Mensing-absent. Also present Janette McMahon and Commissioner Ray Price.

1. Approval of Agenda –Jane Lynn moved to approve the agenda with the addition of E. Elimination of 6m Pay Bump; **Heather Morrison** seconded. The motion was approved unanimously.

2. Election of Officers/Oath of Office

- a. **Jane Lynn** nominated **Carol Stiedly**. Carol **Steidley** cannot sit a second term by the bylaws. Jane Lynn nominated Heather Morrison, Carol **Steidley** seconded. Motion approved unanimously.
- b. Jane nominated **Terry Hafner**, Heather Morrison nominated **Carol Steidley**. **Terry Hafner** withdrew. Jane seconded Carol Steidley's nomination. Motion approved unanimously.
- c. Carol **Steidley** nominated **Jane Lynn, Heather Morrison** seconded. The motion was approved unanimously.
- d. Oath of Office was taken by all new officers.

3. Approval of Consent Agenda

Minutes – Unanticipated Revenue/Budget Hearing, June 27, 2018; Regular Meeting, June 27, 2018; Special Meeting, July 18, 2018

Record of Financial Statements

General Fund – Statements as of June 30, 2018

Donation Register

Cash Flow Projection

Approval of Bills

Purchase Orders **None**

Check Numbers: **24749 - 248** written on the Operating Account

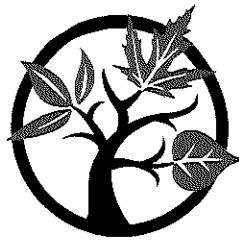
Exceptions: **24769, 24770**

Payroll: **24769 – 24760**

Direct Deposit: **71801 – 71827**

Transfer from WYOStar: **\$150,000**

Jane Lynn moved to approve the consent agenda as presented; **Carol Steidley** seconded. The motion was approved unanimously.



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4. Reports Roundtable – Janette gave an update on the busy summer and August will not have many activities. Update on the Lander facility water heater. PLA Intern update, very successful grant project. Evaluation before replacing the Business Coordinator position. Janette will be back at the next board meeting with a recommendation. Rebecca trained Janette and the County will be assisting as needed. New computer update. Discussed that Chalk the Walk has become a City of Riverton staple and the shared marketing.

5. Policy Review – None

6. Action Items

Unfinished Business:

A. Riverton Drainage Update –Update on warranty work, which will begin in August.

New Business:

A. Depositories of Library funds – **Jane Lynn** moved to approve using WYOSTAR and Wyoming Community Bank as the depositories of funds for the Fremont County Library System; **Carol Steidley** seconded. The motion was approved unanimously.

B. Authorization to pay recurring bills – **Jane Lynn** moved to authorize the Business Office to pay utilities, dues & subscriptions, collection development, insurance, bonds, telephone and current standing service agreements within the adopted budget; **Terry Hafner** seconded. The motion was approved unanimously.

C. 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, 2018 to December 31, 2108; **Carol Steidley** seconded. The motion was approved unanimously.

D. Circulation – Fees –Discussion was held over fines.

E. Elimination of 6 month Pay Bump–**Carol Steidley** made a motion to eliminate the 6 month pay bump and pay the approved starting wage when hired. **Jane Lynn** seconded. The motion was approved unanimously. **Carol Steidley** made the motion was made to bring recent employees who are in the 6 month period be brought up to the approved starting pay, effective immediately. **Jane Lynn** seconded. Motion was approved unanimously.

7. Correspondence:

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

B. FCLS Newsletter available online. Also look up the Forbes Amazon article online.

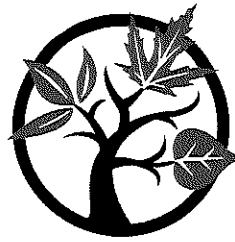
Other Business –

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Heather Morrison declared the meeting adjourned at 10:35 a.m.

Upcoming Calendar:

Next regular board meeting – Wednesday, September 5, 2018 in Riverton, 9:30 a.m.

Carol Steidley

Carol Steidley, Vice-Chair

absent

Heather Morrison, Chair

Jane Lynn

Jane Lynn, Treasurer

absent

Sharon Mensing, Member

Terry Hafner

Terry Hafner, Member

Janette P. M. H.

Recording Secretary