



## Approved Minutes

Regular meeting of the Fremont County Library System Board of Directors held on December 5, 2018 at 9:30 a.m. at Fremont County Library – Riverton, WY 82513.

Carol Steidley, Co- Chair, called the meeting to order at 9:30 a.m.

**Board Members Present:** Carol Steidley, **Jane Lynn**, and **Terry Hafner**. Molly Herber and Heather Morrison-absent. Also present Janette McMahon, Library Director, Commissioner Ray Price and Ray Charles, Lander FOL.

**1. Approval of Agenda –Terry Hafner** moved seconded **Jane Lynn**. The motion was approved unanimously.

**2. Presentations:**

1. Presented Teri Wiblemo, Riverton Branch, a certificate for 10 years of service.
2. Ray Charles gave an explanation of the Met Opera and its procedures. Also shared Lander Friends Newsletter.

**3. Approval of Consent Agenda  
Minutes – October 3, 2018**

Record of Financial Statements  
General Fund  
Approval of Bills  
Payroll  
Transfer from WYOStar: 0  
Cash Reserve Transfer: 0

**Terry Hafner** moved to approve the consent agenda; **Molly Herber** seconded. The motion was approved unanimously.

**4. Library Reports and Statistics**

Janette gave an explanation of the new way that accounts payables are done and what the board will be seeing. The shifting of the Business office continues to go well. Janette stated we are going to work on circulation issues. We have cleaned up our catalog with the Catalog and will be bringing the new policy within the next couple of months. We will be bringing in Tommy Orange, thanks to the Foundation. Janette showed some of the posters and activities that will be done at the facilities. Kudos to the Riverton Branch for being proactive in dealing with their issues. Board congratulates the branch managers for their hard work.

Janette explained the statistics, we have recouped as anticipated. A discussion of how programming impacts everything from foot traffic to circulation.

**5. Policy Review- NONE**



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### 6. Unfinished Business:

- A. Riverton Drainage Update –It was reported the warranty work has been finished and we are waiting on the final walkthrough and any final bills. Project should close in January.
- B. Discussion of Director’s Evaluation Form. **Jane Lynn** motioned to approve as presented, **Terry Hafner** seconded. Approved unanimously

### New Business:

- A. Ferrellgas Proposal- **Jane Lynn** motioned to approve, **Terry Hafner** seconded. Approved unanimously.
- B. **New Year’s Eve-4pm Closure-** **Jane Lynn** motion to approve, **Terry Hafner** seconded. Approved unanimously
- C. **Commissioner’s Retreat**-information given to Board concerning the retreat.

### 7. Correspondence:

- A. WSL Outrider Newsletter – this is available online through the WSL website.
- B. FCLS Newsletter available online.
- C. United for Libraries

### Other Business –

### Upcoming Calendar:

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

Meeting Adjourned 10:40am

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 Heather Morrison, Chair

*Carol Steidley*  
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 Carol Steidley, Vice-Chair

*Jane Lynn*  
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 Jane Lynn, Treasurer

*Molly Herber*  
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 Molly Herber, Member

*Terry Hafner*  
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 Terry Hafner, Member

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 Recording Secretary