

## Approved Minutes

**Regular meeting of the Fremont County Library System Board of Directors held on Wednesday September 7, 2022 in person at the Dubois Branch Library and via Zoom.**

**Board Members Present:** Kristen McClelland (via Zoom), Carrie Johnson, John Angst, and Sherry Shelley. **Also present:** Anita Marple -Director, Shari Haskins -Assistant Director

**Call to Order & Welcome of visitors and board members** - The meeting was called to order at 9:49 am by Kristen McClelland, Acting Chair. John commented on how well Anita went over our annual report for the county commissioners meeting on August 23rd.

**1. Approval of Agenda** - John moved, Sherry second, motion passed.

**2. Approval of Consent Agenda** Carrie moved, motion passed.

A. Regular board minutes—August meeting

B. Record of Financial Statements & Actions

- Wyoming Community Bank: \$ 237,717.85 (9/02/22)
- Capital Investment Fund: \$ 13,597.46 (8/10/22)
- Tax Distribution August: \$ 71,661.96 (8/8/22)
- Cash Reserve: (No separate FCLS Cash Reserve in FY22-23) We received \$200,000 from the Fremont County Cash Reserve Fund - 97% of 2021 fiscal year budget was spent

C. Approval of Bills & Signatures

**3. Correspondence**

- High Plains Power (Dubois Branch), dividend (~\$111 goes into misc)
- John suggested we send a card to Becky (commission secretary retirement) Sherry Shelly will pick up a card and add board members' names.

**4. Public Comment** (Procedure for Public Comment on page 2)

- Awaiting feedback from attorney regarding challenges to books coming only from Fremont County residence

**5. Reports Roundtable**

A. Commissioner Update - Commissioner was not in attendance

B. Director & Assistant Director Reports

- Anita wanted to commend Shari on her visits with county high schools to promote literary events coming up next week
- Anita commented that the Friends of the Library in Lander has raised \$20,000 (\$14,500 from direct donations, the rest came from the Lander Challenge for the Charities - community match)
- ALA funds need to be spent by end of calendar year
- Anita with 4 other librarians go to state library association conference later this month in Casper

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### **6. Unfinished Business**

A. Meeting Room Policy update: ongoing discussion about charging or not charging entities for use of library's meeting rooms.

B. Exit Interview Policy: discussion & action (next month look over conflict resolution policy as it affects personnel) Kristen suggested to put this on the agenda for October

C. Citizen's Request for Reconsideration of Library Materials: revised form was discussed

D. Challenged Materials procedure change: update (keep on agenda for October)

E. User guide for WebClient email accounts (Kennedy Earhart has made this guide and will be emailed out to board members)

### **7. New Business**

A. Grant opportunity from Episcopal Church: John Angst reported on how the Foundation Episcopal grant for reconstructing the circle in Ethete, and returning artifacts to the Tribes. An opportunity for the library to improve the number of individuals having library cards to access WyldCat and GoWyld resources. ALA funds could be accessed to increase community members and the library director & assistant director will come up with a plan.

B. Discussion of branch closure for staff - October 10 (Columbus Day - usually closed except in Riverton) and December 23 (Friday of Christmas weekend, Monday is the holiday closure) for staff inservice

John moved, Kristen second, motion passed

### **8. Action Items Update**

A. Challenged material for county residents put out for public comment

B. Meeting room policy

C. Procedure for photo and video surveillance (November review)

D. Code of conduct received from legal

Adjourned at 11:32am

**Next meeting:** Wednesday, October 5, 9:30 am in person at Lander and via Zoom Meeting