

**MEETING OF THE NATRONA COUNTY
PUBLIC LIBRARY BOARD
JANUARY 12, 2016**

The meeting was called to order at 5:01pm President Hampton O'Neill

MEMBERS PRESENT: *Shannon Dutcher, Kate Sarosy,
Linda Nix, Kyle True, Hampton O'Neill*

ALSO PRESENT: *Kate Mutch, Interim Director
Greta Lehnerz, Business Manager
Betsy O'Neil, Reference Librarian
Chelsie Troutman, Assistant Librarian, Youth Services
John Lawson, Natrona County Commissioner
Heather Duncan-Malone, County Attorney
Beth Worthen, NCPL Foundation
Sherry Good, Friends of the Library
Aaron Kloke, City of Casper*

APPROVAL OF AGENDA

It was moved to approve the agenda with correction to date of minutes. (True/Sarosy); motion carried.

PUBLIC COMMENTS

None

DISPOSITION OF MINUTES FROM THE DECEMBER 8 2015 MEETING

It was moved to approve and file the minutes for the December 8, 2015 meeting. (Nix/Dutcher); motion carried.

FINANCIAL REPORT

It was moved to approve the Financial Report and pay bills for December 2015. (True/Sarosy); motion carried.

STAFF REPORT

Chelsie Troutman reported on the RIF (Reading is Fundamental) program. The book distribution program is designed to motivate and empower young readers. Books are given to preschool, 1st and 5th grade students in Title 1 schools.

COMMISSION REPORT

John Lawson reported the Commission is still asking all departments to consider the effects of a 10% reduction in all budgets. He also reported the Joint Committee Resolution has been modified to include NCSD#1.

DIRECTOR'S REPORT

Kate Mutch attended the Commissioner's work session on January 5, 2016. She spoke to the Commission about the DISCOVER program contract with NCSD#1 which includes funding of 2 ½ positions in the Children's Department.

Food for Fines was held December 1 – 15 with 1,885 cans collected and \$2,218 fines waived. The food collected was donated to Joshua's Storehouse.

Statistics are showing a 5.68% increase for circulation and 6.55% increase for patron visits over the same time last year.

Kate Berry from the Youth Services is retiring at the end of the month after 18 years of service. There will be a farewell breakfast on Friday, January 22 at 8am at the library.

FRIENDS OF THE LIBRARY

Sherry Good stated the Friends had funded the RIF program for several years and are willing to fund it again in light of the 10% budget cut.

The Friends continue to make local donations of books donated to the Friends.

Their annual report will be available at the January 20 meeting. Kate Sarosy will attend the meeting.

FOUNDATION REPORT

Beth Worthen reported the annual appeal is going well. The finance committee met with Hilltop National Bank on the foundation investments. The Foundation signed the contract with Anders Dahlgren for the Facility Needs Assessment. He will begin working with the library staff to collect information needed for the report.

The Awareness campaign is scheduled to kick off the first week of February.

OLD BUSINESS

Prometheus has been powdered coated and should be installed by the end of the month.

Betsy O'Neil reported on the digitization project of the Casper Star Tribune. The amount requested from the Foundation for \$20,000 will not be enough to cover the project. The equipment costs and ongoing costs were not known at the time Foundation agreed to fund the scanning. At this time the scanning is on hold until the total cost of the project is determined.

The Board is working with Bradbury Associates on a schedule to continue the search for a new Director.

A draft of the Grievance Policy will be included in next month's Board packet.

NEW BUSINESS

The Board discussed the email from the Commission asking NCPL to consider effects of a 10% reduction in county funding. The Commission would like the proposed effects of the

cut by February 5. The Board agreed to hold a Special Board Meeting to discuss the FY17 Budget on Wednesday, January 27, 2016 at 5:30pm.

EXECUTIVE SESSION

It was moved to go into Executive Session at 6:45pm to discuss land. (Dutcher/Nix); motion carried. The Board came out of Executive Session at 6:55pm. (Dutcher/Sarosy); motion carried.

ADJOURNMENT

It was moved to adjourn the meeting at 6:55pm. (Nix/Dutcher); motion carried.

Shannon Dutcher
Barry
Linda O'Neil

John
John