

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

The meeting was called to order at 5:05pm by President Hampton O'Neill

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

MEMBER ABSENT: *Kate Sarosy*

ALSO PRESENT: *Lisa Scroggins, Executive Director
Kate Mutch, Public Service Administrator
Greta Lehnerz, Business Manager
John Lawson, Natrona County Commission
Heather Duncan-Malone, County Attorney
Sherry Good, Friends of the Library
Beth Worthen, Library Foundation
Matthew Farnsworth, Technology Specialist*

APPROVAL OF AGENDA

It was moved to approve the agenda. (Nix/Dutcher); motion carried.

PUBLIC COMMENTS

None

DISPOSITION OF MINUTES FROM THE SEPTEMBER 14, 2016 MEETING

*It was moved to approve and file the minutes for the September 14, 2016 meeting.
(Dutcher/True); motion carried.*

FINANCIAL REPORT

*It was moved to approve the Financial Report and payment of September 2016 bills.
(Dutcher/True); motion carried.*

STAFF REPORT

Matthew Farnsworth reported on the recent Video Game Tournament, which was co-sponsored by Game Doctors. He reported 35 participants and 19 audience attendees. Future tournaments will include a tournament for younger gamers. He also reported on the HTC/Vive virtual reality head set, the recent TryVive event, an upcoming Vive outreach with the Downtown Development Authority, and invited Board members to reserve a time to come and try out the Vive.

COMMISSIONERS REPORT

John Lawson reported revenues have stabilized.

DIRECTOR'S REPORT

The WLA Annual Conference this year will be held in zones via video conferencing. The library is co-hosting our zone with Casper College. NCPL will present a pre-recorded Vive program.

The Director attended the Mills town council work session to discuss signage and branding. The council asked for a proposal on new signage at the Mills branch library. The Mills fire department will provide an additional fire extinguisher and also an AED. They will also provide AED training to NCPL staff. They also discussed the status of switching the Mills branch from Century-Link Internet services to Charter Internet services.

Lisa Scroggins reported several staff members have been attending community meetings including the Eclipse planning symposium.

Video games launched October 1 with a total of 300 titles in the new collection. Within the first two weeks, almost 250 circulated, which is a turnover rate of >80%. Staff is getting positive feedback from patrons. The second limited edition card campaign also launched October 1, as did our new permanent cards which replace the Prometheus cards.

The county audit is underway and the auditor spent part of Monday at the library.

Candidate forums are once again being held in the Crawford Room. The city council forum was held Monday night and 46 people attended. The school board forum will be held October 17 and the Natrona County Commission forum on October 24. The Board asked the Director to see if the forums could be recorded and made available for remote viewing.

Ingles! the ESL volunteer program partnership starts on October 24. Classes are set for Mondays and Fridays from 9 – 11 and classes are full.

Carpet has been installed on the second floor and shelving for the magazines will be moved over the weekend.

The launch of the We Read App will be October 20 and invitations were distributed to all Board members.

Conrrado Saldivar was named employee of the month for October.

Lisa Scroggins, Kate Mutch and Susan Stanton will attend the MPLA-CAL conference next week in Denver.

FRIENDS OF THE LIBRARY

Sherry Good reported the Booksale raised over \$10,000. Kyle True will attend the October 19 Friend's meeting.

FOUNDATION REPORT

Beth Worthen reported the Awareness Campaign commercials during NFL games are underway. An email with links to the TV and radio ads was distributed to Board members. Shannon Dutcher and Hampton O'Neill plan to attend the Foundation strategic planning meeting on October 26. The annual appeal will not begin until after the strategic planning meeting.

OLD BUSINESS

The Board discussed the proposed Natrona County Library Employee Handbook 2016 Edition. It was moved to adopt the handbook as presented. (Dutcher/True); motion carried.

NEW BUSINESS

The Board discussed the proposed changes to the PUBLIC DISPLAY and MEETING POLICY. The major change to the policy is the addition of "Use of Outdoor Space" which includes a map of the areas approved for public forums. It was moved to approve the policy update as presented. (Nix/Dutcher); motion carried.

The Board discussed ideas for the Board to present to the Foundation during their strategic planning meeting.

Kyle True suggested the Director contact the Petroleum Club to see if contents will be donated or sold as there may be equipment or furniture the library could use.

ADJOURNMENT

It was moved to adjourn the meeting at 7:45 pm. (Dutcher/Nix); motion carried.







