

**MEETING OF THE NATRONA COUNTY LIBRARY BOARD
FEBRUARY 10, 2021**

The meeting was called to order at 12:03 pm by President Kyle True.

MEMBERS PRESENT: *Kyle True, Kate Sarosy, Cathi Carr,
Alaina Hall via phone*

MEMBER ABSENT: *Mike Stepp*

ALSO PRESENT: *Lisa Scroggins, Executive Director
Kate Mutch, Assistant Director
Greta Lehnerz, Business Manager/Human Resources
Conrado Saldivar, Adult Services Specialist
Dave North, Natrona County Commissioner
Eric Nelson, Natrona County Attorney
Sherry Good, Friends of the Library
Beth Worthen, Natrona County Library Foundation*

APPROVAL OF AGENDA

It was moved to approve the agenda. (Sarosy/Carr); motion carried.

PUBLIC COMMENTS

None

PUBLIC HEARING

Kyle True opened the Public Hearing at 12:06 pm to accept unanticipated income in the FY21 budget. After calling three times for public comment supporting the topic and then three times opposing the topic the Public Hearing was closed at 12:08 pm and the regular meeting was resumed.

It was moved to accept unanticipated income of \$183,202.62 and distribute as follows:

Revenue

NCSD#1/Joint Powers Board \$81,180.00

Expense

Programs – Youth Services \$76,180.00

Community Outreach/Marketing \$ 5,000.00

Revenue

Grants \$ 5,000.00

*(WY Community Foundation – McMurry
Library Endowment Fund)*

Expense

Programs – Adult \$ 5,000.00

<i>Revenue</i>	
<i>Grants</i>	\$ 2,500.00
<i>(WY Community Foundation – Afterschool Alliance Opportunities Fund Kitchen al la carte!)</i>	
<i>Expense</i>	
<i>Programs – Childrens</i>	\$ 2,500.00
<i>Revenue</i>	
<i>Grants</i>	\$ 6,076.47
<i>(Wyoming Coronavirus Relief Fund Grant)</i>	
<i>Expense</i>	
<i>Maintenance – Main</i>	\$ 6,076.47
<i>Revenue</i>	
<i>Grants</i>	\$88,446.15
<i>(Wyoming Coronavirus Relief Fund Grant)</i>	
<i>Expenses</i>	
<i>Programs – Adult</i>	\$ 400.00
<i>Programs – Childrens</i>	\$ 2,714.92
<i>Salary and Wages – Main</i>	\$72,040.89
<i>Salary and Wages – Bookmobile</i>	\$ 4,540.80
<i>Equipment</i>	\$ 6,691.02
<i>Maintenance – Main</i>	\$ 2,058.52

(Sarosy/Hall); motion carried.

DISPOSITION OF MINUTES FROM THE JANUARY 13, 2021 MEETING

It was moved to approve and file the minutes from the January 13, 2021 meeting.

(Sarosy/Hall); motion carried.

FINANCIAL REPORT

It was moved to approve the Financial Report and payments for January 2021 bills.

(Sarosy/Hall); motion carried.

COMMISSIONER'S REPORT

Commissioner North reported the Commission has received thirty five applications from nonprofit 501(c) (3) requesting Natrona County CARES funds. The Commission will award grants at the Tuesday, February 16 work session. The Friends of the Library submitted a grant.

He also reported Board of Equalization hearings are continuing.

Eric Nelson, Natrona County Attorney, informed the Board strategic planning for the county will be discussed on February 19. Countywide training for running public meetings will be held Thursday, April 8 from 10am – noon.

STAFF REPORT

Conrrado Saldivar updated the Board on the Creation Station/Innovation Wyrkshop expansion progress. The project is in partnership with the University of Wyoming and the Wyoming Department of Workforce Services - Vocational Rehabilitation.

DIRECTOR'S REPORT

The Director informed the Board of an email received from a patron voicing concerns about the content of some books purchased and displayed by the Library. Kate Mutch, Assistant Director, responded to the patron and provided a copy of the Library Collection Development plan as well as the Request for Reconsideration of Library Materials form.

The Director reported the library became a Passport Application Acceptance Facility. To date staff has completed four renewals and two applications.

A new program called 'Things You Wish They Taught In School' is a series created by Adult Services Specialist Adi Rodriguez. The program will be available via Zoom. Kate Sarosy suggested a series on 'Civics' would be a good topic for a future program.

Take & Make kits offered to Children, Teens and Adults have had a lot of participation since being introduced.

The Director requested and received one proposal for strategic planning facilitation, and is waiting for a second proposal.

The Director attended the BOCC work session on January 19 to re-engage conversations regarding the continued need for new library facility. Kate Sarosy and Cathi Carr also attended.

FOUNDATION REPORT

Beth Worthen reported this year's annual appeal is the most successful to date and included twenty new donors. Richie Bratton and Claire Barlow are the new Foundation board members.

FRIENDS REPORT

Sherry Good reported the Friends by-appointment-only bag sale the week of February 22 already has over two hundred and seventy spots reserved. They are continuing community outreach by donating books to local agencies. The Friends provided refreshments in the Creation Station as part of the new Bookmobile launch, and provided assistance at the event as well.

Alaina Hall will attend the Friends annual meeting on February 17 at 5 pm.

OLD BUISNESS

It was moved to accept the updated Chapter 3: Circulation Policy as presented. (Sarosy/Carr); motion accepted.

It was moved to accept the updated Chapter 4: Gift Policy as presented. (Hall/Sarosy); motion carried.

The policy update for Chapter 5: Public Display, Meeting Rooms And Use of Facilities Policy was tabled.

NEW BUSINESS

The Board discussed the offer on the old bookmobile from the Albany County Library Foundation. The Board agreed to accept the \$30,000 offer subject to legal approval of the sales agreement. (Sarosy/Hall); motion carried.

Three policies were presented for review only, with no recommended updates or edits. These were the Code of Conduct, Internet Policy and Internet Policy For Minors. They will be presented at the next board meeting as action items.

The Board discussed the audit letter from Porter, Muirhead, Cornia and Howard concerning the county audit for the year ended June 30, 2020.

ADJOURNMENT

It was moved to adjourn the meeting at 1:26 pm. (Carr/Sarosy); motion carried.

Cathi Carr

Sarosy

Mike Sepp

