

**MEETING OF THE NATRONA COUNTY LIBRARY BOARD**  
**JUNE 8, 2022**

*The meeting was called to order at 12:00 pm by President Alaina Hall.*

**MEMBERS PRESENT:** *Cathi Carr, Chris Mullen, Vickie Cawthra,  
Alaina Hall, Mike Stepp*

**ALSO PRESENT:** *Lisa Scroggins, Director  
Kate Mutch, Assistant Director  
Greta Lehnerz, Business Manager/Human Resources  
Megan Bratton, PR/Marketing Manager  
Dave North, Natrona County Commissioner  
Charmaine Reed, Deputy County Attorney  
Beth Worthen, Library Foundation*

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS**

*None*

**DISPOSITION OF MINUTES FROM THE MAY 11, 2022 MEETING**

*It was moved to approve and file the minutes from the May 11, 2022 meeting with corrections. (Stepp/Carr); motion carried.*

**FINANCIAL REPORT**

*It was moved to approve the Financial Report and payments for May 2022 bills. (Carr/Stepp); motion carried.*

**COMMISSIONER'S REPORT**

*Commissioner North reported the BOCC is still in discussions on the FY23 budget. The total amount of revenue will be available by June 15 and the budget will be on their agenda on June 21<sup>st</sup>. Health insurance premiums will increase by 7.7%, the cost will not be passed on to employees. Several County departments indicated increasing difficulties hiring new staff. There will be a state constitutional amendment on the November ballot that addresses investments for municipalities. Should this pass it would be beneficial to Natrona County residents. A Board member asked how the county budget will absorb the pay raises for elected officials without impacting county, and specifically library, staff.*

**DIRECTOR'S REPORT**

*The Director distributed a copy of the new Strategic Plan to the Board and Dave North. The strategic plan will be effective July 1, 2022.*

*At the County's request, upkeep and maintenance on our HVAC transitioned from Johnson Controls to the County Facilities Department at the beginning of this fiscal year,*

*At the County's request, upkeep and maintenance on our HVAC transitioned from Johnson Controls to the County Facilities Department at the beginning of this fiscal year, which reduced how often the filters are changed. At least two NCL staff members have medical conditions that appear to have been exacerbated by air contaminants, and their flare ups only happen at work. We are getting quotes for cleaning the air ducts (it has been more than a decade since it has been done), and will plan to conduct pre- and post-cleaning air quality tests by a third party. Dave North recommended looping Tom Popilek with county maintenance into this discussion.*

*The behavioral expectation signs will be ordered now that final input from staff and the Board has been considered.*

*The Director followed up on a previous question to County Legal regarding loitering outside the library, especially in the parking lot and echo chamber areas. Charmaine Reed had a copy of the City of Casper ordinance on loitering and advised it should cover loitering in our public parking lot but we should seek clarification from the City/CPD.*

*The Director has begun preparing for NCL's 1% requests to the County and City of Casper.*

#### **FOUNDATION REPORT**

*Beth Worthen reported the Foundation has approved their FY23 budget.*

*Beth Worthen on behalf of the Natrona County Collective Health is supportive of the library exploring a partnership to implement the Dolly Parton Imagination Library Program in Natrona County.*

#### **FRIENDS REPORT**

*Cathi Carr reported the friends continue to see a high number of sale slots reserved for their book sales, and they are holding their bag sale now, June 9 – June 11. The Friends have some new volunteers working this book sale. Their next book sale will be Sept. 8 – Sept. 10.*

#### **OLD BUSINESS**

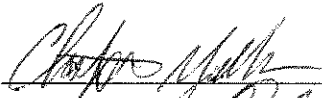


*Alaina Hall reported she and Mike Stepp will conduct Lisa Scroggins's annual evaluation next week. She is waiting on feedback from Board member Mullen.*


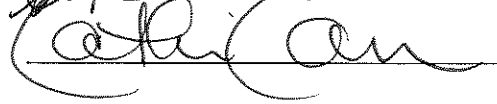
#### **NEW BUSINESS**

*Vickie Cawthra asked if names of staff serving on WLA or WyLD committees were available. The Director reported Chelsie Troutman is serving as WLA Secretary-Treasurer.*

ADJOURNMENT

It was moved to adjourn the meeting at 12:48 pm. (Stepp/Mullen); motion carried.

  
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