

**MEETING OF THE NATRONA COUNTY LIBRARY BOARD
SEPTEMBER 8, 2021**

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

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

ALSO PRESENT: *Lisa Scroggins, Executive Director
Kate Mutch, Assistant Director
Greta Lehnerz, Business Manager/Human Resources
Megan Bratton, P/RMarketing Manager
Dave North, Natrona County Commissioner
Beth Worthen, Library Foundation*

APPROVAL OF AGENDA

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

PUBLIC COMMENTS

None

DISPOSITION OF MINUTES FROM THE AUGUST 11, 2021 MEETING

*It was moved to approve and file the minutes from the August 11, 2021 meeting.
(Carr/Mullen); motion carried.*

FINANCIAL REPORT

*It was moved to approve the Financial Report and payments for August 2021 bills.
Stepp/Carr); motion carried.*

COMMISSIONER'S REPORT

*Commissioner North attended the meeting but had no updates to share with the Board.
He did encourage the Library staff to have annual fire extinguisher training.*

DIRECTOR'S REPORT

The Director reported the library has returned to winter hours.

*The Director will be participating in Earth Ex 2021 emergency training. This year's
focus is fire safety.*

*County Risk Management Specialist Matt Kowalski recently commented on the library
staff's 100% compliance on WARM training, and noted this was not the case county
wide.*

*The Director is enforcing the County's COVID protocols at the library to protect our
workforce. The Natrona County Health Department is offering COVID tests and if you
call ahead and make an appointment you can avoid waiting in line.*

The 20 X 20 tent the library purchased with Wyoming Community Foundation funds during COVID is larger than practical for our needs and is being donated to Natrona County Emergency Management Team. The Library will be able to use the tent if needed.

The Friends of the Library Fall Sale schedule is: Sept 10 - Early Bird; Sept 11 – 2nd Chance; Sept 12 – Regular Sale. Vickie Cawthra will attend the Friends meeting September 22.

FOUNDATION REPORT

Beth Worthen reported the Foundation is gearing up for their annual appeal. The Phase II environmental study report should be completed on the Foundation's property in September. Mike Stepp and Chris Mullen will attend the September 21 meeting.

NEW BUSINESS

The Board Bylaws policy update was tabled until the October meeting.

EXECUTIVE SESSION

It was moved to go into Executive Session at 12:13 pm to discuss real estate pursuant to Wyoming Statute 16-4-405 (a)(vii). (Carr/Stepp); motion carried. It was moved to come out of Executive Session at 12:51 pm. (Stepp/Carr); motion carried.

ADJOURNMENT

It was moved to adjourn the meeting at 12:57 pm. (Mullen/Stepp); motion carried.

Chris Mullen

Cathi Carr

Mike Stepp

