



Pinedale Library
P.O. Box 489
155 S. Tyler
Pinedale, WY 82471
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Big Piney Library
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www.sublettecountylibrary.org

Sublette County Library Board Meeting
January 25, 2018
Big Piney Library

The Sublette County Library Board met on Thursday, January 25, 2018 at the Big Piney Library. Present were Board members Patty Racich, Carolyn Elliot, and Bobbi Wade. Also present were staff members Director Sid Stanfill and Associate Director Sukey Hohl. Board Member Rachel Weksler joined the meeting via phone.

1. Meeting was called to order by Chairwoman Patty Racich. Bobbi Wade volunteered to take the minutes.
2. No additions or corrections to the Agenda were made.
3. Caroline moved and Bobbi seconded the motion to approve the minutes of the December 28, 2017 meeting, motion passed.

Old Business:

1. Transfer of the Carryover Funds: Sid reported that the County Clerk had already made that transfer and the funds were already included in the budget so no action was necessary.
2. Disciplinary Policy: Sid reported that the approved addition to the Policy Manual has now been inserted into the document.

New Business:

1. 2018 Holiday Closure Schedule: Bobbi moved and Carolyn seconded the motion to approve the 2018 Holiday Closure Schedule as recommended by the Director, motion passed.
2. Correction to the minutes, July 20, 2017: Bobbi moved and Patty seconded a motion to approve a correction to these minutes so they correctly read that the director is authorized to perform each function as listed individually.

Director's Report:

1. Sid reported that bookkeeper, Cathy Summerall is out of town until March 7; however secure remote online access has been set up. Sydney Bays is assisting with the process onsite.
2. The budget process for the next fiscal year starts in earnest in February. Sid will contact Mary Lankford in February to get a better idea of what to expect for the 2019 budgets.
3. Smithsonian Exhibit: Sukey reported on the upcoming Smithsonian Exhibit and events surrounding it in both libraries. The Big Piney Library will also have events related to the exhibit.
4. Reupholstering the chairs in reading area of Pinedale library: Sukey had asked a local designer to come and assess the furniture. Wendy Walters estimated that her price would be \$29,000.00. Discussion also went to the point of asking the County Commissioners to include the expenditure for new furniture in the upcoming budget request, or if not there, then using money out of the library reserve fund.



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5. Retirement: Sid had notified the Board that he will be retiring this year. Because we did not have all board member in attendance, Patty stated that she would like to schedule a separate Executive Session next week at a date to be determined, that all board members will be able to attend and then we can discuss in-depth what the timeline and next steps will be with Sid's retirement process. Sid will contact the County Clerk for exact information on how to comply with the open meetings notification requirements for a meeting early next week, with Monday January 29 being the preferred date, and when he has that information Patty will let us know the date, time, and location of the executive session.

Big Piney Report: No one from the staff was present, so there was no report presented.

Motion to approve payment of the bills as presented: Bobbi moved and Carolyn seconded a motion to approve the payment of the bills as presented, motion carried.

The next meeting is scheduled for Monday, February 26, 2018 at 4:00 pm at the library in Pinedale. Bobbi moved and Caroline seconded a motion to adjourn the meeting, motion passed. Meeting was adjourned.

Respectfully submitted,

Bobbi Wade, Acting Secretary