



Pinedale Library  
P.O. Box 489  
155 S. Tyler  
Pinedale, WY 82471  
(307) 367-4114  
FAX (307) 367-6722

Big Piney Library  
P.O. Box 768  
Big Piney, WY 83113  
(307) 276-3515  
FAX (307) 276-3516  
www.sublettecountylibrary.org

Sublette County Library Board Minutes  
July 21, 2016  
Pinedale, Wyoming

The Sublette County Library Board met Thursday, July 21, 2016 at the Pinedale Library. Board members present were: Laurie Latta (via phone), Eliz Albritton-McDonald, Nancy Espenscheid, and Theresa Bermingham. Library staff present were Director Sid Stanfill, Sukey Hohl and Amy Cahill.

Laurie called the meeting to order at 4:05 P.M.

Minutes – Eliz made a motion to accept the minutes from the June 23 meeting. Theresa seconded. Motion carried.

Additions to the Agenda – Casper Star Tribune subscription during Director's Report

Public comments – None

### **Old Business**

Sid reviewed some of the changes to the meeting room fees. We would like to transition to online booking and online fee collection. Theresa moved and Nancy seconded to approve the attached meeting room fee policy. Motion carried.

### **New Business**

Nancy moved with Eliz seconding that we keep current officers for another year. Motion carried. Laurie Latta will remain as chairperson, Patty Racich as secretary and Eliz Albritton-McDonald as treasurer.

Meeting dates and time will also remain the same.

Eliz moved and Nancy seconded that we approve all annual motions:

1. Pay utilities (electricity, gas, telephone, internet, water/sewer, trash service) before presentation
2. Authorize director to perform all functions related to payroll.
3. Authorize director to pay company liabilities (retirement, HSA, and health insurance) and employee liabilities (HSA, health insurance and deferred retirement) in conjunction with payroll
4. Authorize approval of two checks per month up to \$1500 each to be signed by any board member and presented at the next board meeting. Motion carried.

### **Director's Report**

Sukey reviewed the end-of-the-year statistics. Monthly visits have stayed strong. It was noted that DVDs are a large percentage of the circulation in Big Piney. Eventually DVDs will cease to exist so that will be an issue in the future. We currently spend \$6,000 for DVDs.

Nothing has changed with the budget.

We will be cancelling the Casper Star-Tribune subscription. The cost is over \$400.00 a year and it is not received on the day of publication.

Bills to Pay – Eliz made a motion to approve expenses as presented, Nancy seconded. Motion carried.



Date and time of next meeting – The next Library Board meeting will be held Thursday, August 25th at the Big Piney Library at 4:00 P.M.

Meeting adjourned at 4:24.

Respectfully submitted by:

Laurie Latta, President

Theresa Bermingham, Board Member

Pinedale Library  
P.O. Box 489  
155 S. Tyler  
Pinedale, WY 82471  
(307) 367-4114  
FAX (307) 367-6722

Big Piney Library  
P.O. Box 768  
Big Piney, WY 83113  
(307) 276-3515  
FAX (307) 276-3516  
[www.sublettecountylibrary.org](http://www.sublettecountylibrary.org)