



Pinedale Library
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Big Piney Library
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Sublette County Library Board Agenda
April 22, 2020
Pinedale, WY

The Sublette County Library Board met Wednesday, April 22, 2020 by telephone conference. Board members present were: Patty Racich, Rachel Weksler, Carolyn Elliott, Nancy Espenscheid, and Bobbie Wade. Library staff present were Director Sukey Hohl and Tawnya Miller.

Call to order: Patty Racich called the meeting to order at 4:00 p.m.

Approval of minutes: March 25 and April 16, 2020. Bobbi made motion to approve March 25 and April 16 minutes. Nancy seconded. Motion carried.

Additions to the agenda: Response to Sukey's performance added as "d." in new business.

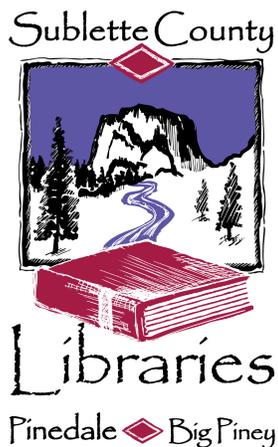
Public comments: None.

Old Business:

- a. 2020 Budget: waiting to see how budget is going to shake out, but looking better this month. After we see May expenses, will have a better sense of how we will close the fiscal year.
- b. 2021 Budget: Sukey will meet with the County Clerk and the County Administrator to discuss budget before submitting. Rachel made motion to approve draft budget as written with the understanding that there may be changes after the meeting. Carolyn seconded. Motion carried.
- c. Draft budget memo: looks good.

New Business:

- a. Motion to approve paying library employees during the Covid-19 closure which started March 19: Sought guidance from auditors to make sure we are documenting everything correctly. Carolyn made motion to approve paying library employees during the Covid-19 closure. Nancy seconded. Motion carried.
- b. Sukey's year two self evaluation: she has been with the library since 1997, the Board would like to reward her for that incredible service, would like to add a week of vacation, and won't affect the budget. Bobbi made motion to give Sukey another week of vacation bringing her total vacation to five weeks to begin July 1, 2020. Nancy seconded. Motion carried.
- c. What would re-opening look like? Thinking about how to implement best safety practices regarding potential re-opening--distancing the computers, disinfecting materials, difficulty of limiting the number of people in the facilities, especially in Pinedale. We will follow the guidance of the Sublette County Public Health Officer, also talking to other libraries to discuss their ideas and practices in terms of reopening.



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Director's Report:

- a. March stats not too bad! April will be a different story because of closure, but both libraries had been on course to show a substantial increase this year.
- b. Big Piney Report: Genavieve working hard on online programming for patrons, spoke to architect who indicated that most of the identified changes are quite minor and will get back to us with estimates including the requested changes, have finished ordering books for the year.

Motion to approve checks: Carolyn made motion to approve the checks. Bobbi seconded. Motion carried.

Date of next meeting: Wednesday, May 27, 2020 at 4:00 p.m. mode and location to be determined.

Motion to Adjourn: Nancy made motion to adjourn. Bobbi seconded. Motion carried. Meeting adjourned at 4:29 p.m.