



Sublette County Library Board Minutes
July 28, 2021
Pinedale, WY

The Sublette County Library Board met Wednesday, July 28, 2021, at the Pinedale Library. Board members present were: Steve Nelson, Bobbi Wade, Carolyn Elliot and Rachel Weksler. Library staff present were Director Sukey Hohl and Big Piney Manager Tawnya Miller.

New officers were elected: Rachel Weksler as chair, Carolyn Elliott as treasurer again, and Maureen Dempsey as secretary. After discussion, Bobbi made a motion to accept this slate, Steve seconded and the motion was approved unanimously.

Chair Rachel Weksler called the meeting to order at 4:10 pm.

Minutes: Bobbi made a motion to accept the minutes as amended from the June 30, 2021 meeting. Steve seconded. Motion carried.

Additions to the Agenda: None.

Public Comments: None.

New Business:

- a. Board Meeting Schedule: It was decided the Board would meet on the fourth Wednesday of the month at noon.
- b. Annual Motions:
 - i. Pay utilities (electricity, gas, telephone, internet water/sewer, trash service) before presentation: Carolyn made motion to pay utilities. Bobbi seconded. Motion carried.
 - ii. Authorize director to perform all functions related to payroll: Carolyn made motion to pay utilities. Bobbi seconded. Motion carried.
 - iii. Authorize director to pay company liabilities (retirement, HSA and health insurance) and employee liabilities (HSA, health insurance and deferred retirement) in conjunction with payroll: Carolyn made motion to pay liabilities. Bobbi seconded. Motion carried.
 - iv. Authorized approval of two checks per months up to \$1500 each to be signed by any Board member and presented at the next Board meeting: Carolyn made motion to pay two pre-approved checks per month. Bobbi seconded. Motion carried.
 - v. Board meeting minutes will require only one signature of an officer of the board. Carolyn made the motion and Bobbi seconded. Motion carried.

Old Business:

- a. 2022 Budget: Budget has been officially approved as presented.
- b. BP Building Project: Contract is signed and A Pleasant Company is on the job. We have already had one meeting and they are currently scheduled to occur every two weeks. Demolition has started.

Sublette County



Libraries

Pinedale ♦ Big Piney

Pinedale Library
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Big Piney Library
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c. BP Building Committee: Steve Nelson has agreed to be the board representative on the building committee, which now consists of Steve, Sukey Hohl, Tawnya Miller, and Nancy Espenscheid.

Director's Report:

- i. Sukey reviewed library statistics since we have finished off the fiscal year. Both libraries have done extremely well with circulation higher than 2019, though due to COVID, door count and programming numbers are down significantly.
- ii. Sukey reviewed staffing at both libraries and changes that have occurred lately.
- iii. Programming in Pinedale is going very well. Children's and teen Summer Reading numbers are record-breaking.

Big Piney Report: Everyone is very excited that construction is finally started. The move is now complete. The staff had a nice party to celebrate. Summer Reading is also going extremely well in Big Piney.

Budget Overview: We are now in the new fiscal year.

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

Date and Time of Next Meeting: Wednesday, August 25 at 4 pm in Pinedale. We will start the new time in September.

Motion to Adjourn: Steve moved to adjourn. Bobbi seconded. Motion carried. Meeting adjourned at 4:41 p.m.

Respectfully submitted by:

Rachel Weksler, Chair