



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
October 23, 2019
Pinedale, WY

The Sublette County Library Board met Wednesday, October 23, 2019 at the Pinedale Library. Board members present were: Patty Racich, Rachel Weksler, Bobbi Wade, Carolyn Elliott, and Nancy Espenscheid. Library staff present were Director Sukey Hohl and Big Piney Branch Manager Tawnya Miller.

Patty Racich called the meeting to order at 4:03 pm.

Minutes: Nancy made a motion to accept the minutes from the September 25, 2019 meeting. Bobbi seconded. Motion carried.

Additions to the Agenda: Corrected statistics from the State Library.

Public comment: None.

Old Business:

- a. Building inspection-still waiting on the report.

New Business:

- a. Auditor says you don't have to sign the backs of the vouchers-pursuant to the current auditor's instructions; Chair of Board and 2 members will continue to sign the list of expenditures every month, any mileage reports must also state the beginning location and destination, the auditor was very complimentary of our bookkeeper.
- b. Executive Director job description draft. Carolyn made motion to approve job position as presented. Rachel seconded. Motion carried.
- c. The Wyoming State Library made an error in their formula for the FY2020 circulation statistics. The statistics we posted for July and August were incorrect but the ones we posted this month have been retroactively corrected and are now accurate.

Director's Report:

- a. WYLD Governing Board appointment for Sukey who will finish the remaining time of a member who was not able to complete her term.
- b. New date for Library holiday party: December 6 at 6:30 at the Big Piney Library.
- c. Emergency Training: reasonable active shooter training to be scheduled; evacuation plans needed for both buildings.
- d. Text notices and auto renewal: patrons can sign up and receive reminders.
- e. CPR training: CPR renewal in process for all employees.

Big Piney Report: Fall Festival was great success; wreath making had big turnout; STEM program with homeschooled students also had great turnout of 28 participants; do-it-yourself costumes in progress; 3rd and final license plate class at the library to be held.

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

Sublette County



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Date and time of next meeting: The next Library Board meeting will be held Wednesday, November 20, 2019 at the Big Piney Library at 4:00 pm.

Motion to Adjourn: Rachel moved to adjourn. Bobbi seconded. Motion carried. Meeting adjourned at 4:24 p.m.

Respectfully submitted by:

Rachel Weksler, Secretary