

Sublette County Library Board Minutes

May 24, 2023

Big Piney, WY

1. Call to order - Steve called the meeting to order at noon.
2. Approval of minutes: April 26, 2023 – Maureen motioned to approve the April 26, 2023 minutes with the amended budget date. Lora seconded. Motion passed.
 - a. Amendment to April and March minutes: Budget FY 2024 instead of 2023
3. Additions to the agenda - none
4. Public comments - none
5. Old business
 - a. Budget: End of year spending and Budget FY 2024. Michelle reported that the library was able to save some funds due to the turnover we've had this year. The installation of upgraded security cameras and staff training will most likely be covered without the need of assistance from the foundation, but the assistance is there if we do need it. The approval date of budget is scheduled for July 5.
 - b. Board opening – There is now an application form that the commissioners have created. Commissioners are encouraging people that apply to come to the meeting.
6. New business
 - a. Budget presentation: The library budget will be presented to the county commissioners on June 6, 7, or 8. They will schedule the exact time the week before the meeting.
7. Director's Report
 - a. Pinedale report – The Speakeasy event was a huge success. The band was great, and many people dressed up. This may become an annual event. Summer reading registration is underway. Bags will be handed out beginning on May 31. Rosemary Samulski is back for the summer. Former employee Beth Edwards is helping to fill in the staff shortages at both libraries. Hiring will happen after the budget is approved.
 - b. Library training – June 5 at Lakeside Lodge. Training will be covered with system money. Carrie Bennett will be leading the training.
 - c. Lily's visit – Lily will be coming to visit August 2-4.
 - d. Moving to a new website platform – The process of migrating our website to a different platform is underway. Rebranding is not included at this point, but will occur sometime in the future.

- e. Bridges Out of Poverty – Michelle attended the training they hosted last Friday. She reported that it was a good opportunity to let people know what the library provides. Several of the graduates were familiar faces and commented that they appreciated being helped and being treated like everyone else, with dignity and respect.
 - f. Wyoming Libraries are for Everyone stickers – These are available for free from the Wyoming Library Association. They can be requested from WSL. The board advised Michelle to have some sent to our libraries.
8. Big Piney Report
- a. Plumbing issue – The Big Piney Library was recently closed due to a septic problem. Thankfully, maintenance was able to get the problem cleared up without having to jackhammer through the floor. The library had to be closed for 2.5 days. Michelle took maintenance donuts to show appreciation.
 - b. Programming – Summer reading is getting ready to kick off. Starla will need to be out most of the month of June but has created a bingo card challenge for adult summer reading.
 - c. Photos – Michelle noted that we need pictures of the inside of the Big Piney Library. Lily will take some when she comes as well.
 - d. Other – The community room has been seeing a lot of use. It is booked for graduation this weekend and another event next week.
9. Budget Review – Michelle noted that the budget is on track.
10. Motion to approve checks – Steve moved, Maureen seconded. Motion passed.
11. Set date and time of next meeting. – Thursday, June 22 at noon in Pinedale. A board photo will be taken, and there will be a meal to say goodbye to Rachel.
12. Adjournment – motion Maureen, Lora seconded. The meeting adjourned at 12:25 pm.

Respectfully submitted by,

Maureen Dempsey

Sublette County Library Foundation Minutes

May 24, 2023 Big Piney, WY

1. Call to order - Rachel called the meeting to order at 12:26 pm.
2. Approval of minutes: April 26, 2023 – Lora moved, Debi seconded. Motion passed.
3. Additions to the agenda – Michelle requested to add item C under New business – Western Wyoming Directors Retreat.
4. Public comments - none
5. Approve Foundation expenses – Steve moved, Maureen seconded. Motion passed.
6. Old business
 - a. Commissioners’ luncheon – Michelle thanked the board for attending and noted that the event went well. She especially appreciated the opportunity to share the things we do at the library apart from just books. Michelle thanked the board for allowing it to be catered. Rachel noted that she heard positive comments and that the commissioners look forward to having the event to go to.
 - b. Next month’s luncheon for Rachel – The event will be in the courtyard if the weather is nice.
 - c. Should library staff children be allowed to apply for the Daphne Platts’ Scholarship? – After discussion, Rachel asked that this be on the agenda for next month and noted that she will call for a motion to include or exclude next month.
7. New business
 - a. Landscaping courtyards for Pinedale and Big Piney – Both library spaces need to be weeded and have plant upgraded. Michelle noted that staff doesn’t have time to tackle the project and asked for permission to seek an outside person or company to do the work. Rachel agreed that it was a good idea, and the board encouraged Michelle to go ahead.
 - b. Big Piney snack request - \$50/month for afterschool snacks. The Big Piney Library is seeing a lot of youth use the facility, and requested that they be allowed to purchase snacks. The expense is offset by the sales from the new booksale room. Maureen motioned to approve the request, seconded by Steve. The motion passed.
 - c. Michelle will be hosting the Western Wyoming Directors Retreat in Pinedale later this summer. This will likely be August 9, though the date is not confirmed yet.
8. Account Overview – The account is up this month.
9. Motion to approve checks – Maureen moved to approve, Steve seconded. Motion passed.
10. Set date and time of next meeting – Thursday, June 22, in Pinedale following the board meeting.
11. Steve moved to adjourn at 12:53. Lora seconded. Motion passed.

Respectfully submitted by,

Maureen Dempsey