

**WESTON COUNTY LIBRARY
BOARD OF TRUSTEES MINUTES**

November 30, 2012

President Scott Shoop called the meeting to order at 11:32 am followed by a moment of silence. Board members present were Scott Shoop, Candy Driver-Ratigan, Cathy Dunford, Donna Bunch and Karen Bowman. The Library Director Brenda Mahoney-Ayres and Upton Branch Manager Sherri Randall were also present.

MINUTES: The minutes of October 26, 2012 were read. Candy Driver-Ratigan made a motion to accept the minutes as written. Donna Bunch 2nd. Motion Carried.

DIRECTORS REPORT: Weston County Library Directors Report: Brenda Mahoney-Ayres discussed the November 2012 Directors report.

Jolly Lane Greenhouse delivered the Burr Oak tree on November 1, 2012. Travis Peterson and his family donated their time and planted the tree for the Library.

Wyoming author, Donna Coulson, will be discussing her new book, "Mountain Time" at the Library on December 5, 2012. She will share stories and photos of the Grand Encampment area. Books will be available for purchase.

Circulation Services Librarian, Lisa Thomas, will host a holiday book discussion on December 6, 2012, they will discuss, *The Quilter's Kitchen*, by Jennifer Chiaverini's.

Brenda submitted the 2012 Wyoming Public Libraries Statistical Report.

Preparations are underway for the income tax season and the Library will participate in the volunteer income tax assistance (VITA) program again this year. Brenda attended a conference call on November 7th and site coordinator training on November 28, 2012.

Brenda finished Thank you letters for the donors and contributors to the Weston County's Raising Readers first, Bookfest and Feast. Jane Rhoades from the Weston County Children's Center delivered them. A letter will also be sent out for all the volunteers.

November 14, 2012, Brenda travelled to Gillette to meet with Campbell County Library Director, Patty Meyers and the Crook County Library Director, Jill Macke.

Brenda volunteered at the Weston County United Fund Pie Auction and Bake Sale on November 19, 2012.

Weston County Library Board member, Cathy Dunford and Janet Mueller volunteered their time to remove the wall paper and glue from the meeting room walls. WCL Board member, Candy Driver-Ratigan and her husband Mike Ratigan, donated their time to prep and paint the meeting room walls. The Weston County Library Foundation purchased the paint for the meeting room and Brenda's office. Plans are being finalized for the carpet installation scheduled for December 17th through 21st.

UPTON LIBRARY: Sherri Randall presented the Upton Branch November 2012 manager's report.

A film company from Denmark stopped by the Upton Library on October 26, 2012. The small film crew is from the Danish television show "Find My Family" and they filmed a small segment that will air on Danish television in January or February 2013.

The fall used book sale ended on October 31.

Sherri continues to proctor tests almost weekly for the college student she has been assisting this fall.

Sherri volunteered for the United Fund Pie Auction on November 19. Lots a great food items were available that day.

Sherri has been getting programs lined up and ordering supplies for next year's summer reading program.

Mrs. Claus will be at the Upton Branch Library on December 12, 2012 at 6:00 PM. There will be hot cocoa and homemade cookies for all participants. Mrs. Claus will be reading stories and handing out goodie bags from Santa.

TREASURER'S REPORT: Cathy Dunford gave the November 2013 Treasurer's report. Cathy also stated that the October 2013 Treasurer's report last month was noted at 21.04% of total budget but, was actually 18.59% of total budget. Cathy informed the Board that the November 2013 Library budget is currently at 29.12% of the total budget. Donna Bunch made a motion to accept the revised October 2013 report and the November 2013 report as presented. Candy Driver-Ratigan 2nd. Motion carried.

OLD BUSINESS:

Carpet: The carpet will be installed the week of December 17th through 21st. The Honor Camp inmates will assist in moving the furniture that week.

NEW BUSINESS:

Book Mobile: Mr. Tobey Cass, Newcastle Elementary School Principal inquired about the Book Mobile van available for purchase from Outlaw Motors. The van is all set up with shelves, and a handicap access. Mr. Cass spoke with Brenda about possibly partnering on the book mobile. There are a lot of details to discuss and is just an idea at this point. The Board also discussed possible ways we could help, and did decide that unfortunately we are not in a position to offer any monetary contribution but, could help with staffing and stocking the van. The Library Board of Trustees would like to hear what the School Board has to say about this venture and we will discuss it in further details in the future.

Christmas Eve Closure: The Board discussed closing the Library for an additional 4 hours on December 24, 2012. The Board discussed the closure in detail and noted that the Library will be closed the week prior for carpet installation and closed on December 24th from 1:00 PM to 6:00 PM and also closed on December 25th. Donna Bunch made a motion to grant the entire day of Christmas Eve off as a paid holiday for all library employees. Cathy Dunford 2nd. Motion Carried.

The meeting adjourned at 12:27 PM.

The next meeting will be held December 28, 2012.

Respectfully submitted,

Karen Bowman
Secretary