

**WESTON COUNTY LIBRARY  
BOARD OF TRUSTEES MINUTES**

**March 22, 2013**

President Scott Shoop called the meeting to order at 11:28 am followed by a moment of silence. Board members present were Scott Shoop, Candy Driver-Ratigan, Cathy Dunford, and Karen Bowman. The Library Director Brenda Mahoney-Ayres and Upton Branch Manager Sherri Randall were also present.

**MINUTES:** The minutes of February 22, 2013 were read. Candy Driver-Ratigan made a motion to accept the minutes as written. Cathy Dunford 2<sup>nd</sup>. Motion Carried.

**TREASURER'S REPORT:** Cathy Dunford gave the March 2013 Treasurer's report. Cathy informed the Board that the Library budget is currently at 57.68% of the total budget. Cathy noted that there was a \$48.00 non coded item, it has now been coded and taken out of materials. Karen Bowman made a motion to accept the report as presented. Candy Driver-Ratigan 2<sup>nd</sup>. Motion carried.

**DIRECTORS REPORT:** Weston County Library Directors Report: Brenda Mahoney-Ayres discussed the March 2013 Directors report.

FY2014 budget preparations are underway.

The VITA program will continue to run through April 15, 2013 on Mondays from 10:00 am through 4:00 pm.

The Library would like to thank Chris & Janet Mueller of Newcastle Hardware for printing and placing the vinyl quote on the meeting room wall.

Brenda continues to contact authors for participation in the third annual Touch of Wyoming arts event, to be held on June 29, 2013. Annesse Brockley is the latest author to confirm attendance.

Brenda has been working with Brian Greene with the Wyoming State Library, regarding e-rate applications for discounted telecommunications costs for schools and libraries. Forms 470 and 471 have been submitted. Brenda will inform the Board once she receives a response.

The Weston County Extension office donated their old black and white copier to the Weston County Library. It is currently being used in the children's department.

Brenda attended a meeting on March 18<sup>th</sup> with Bob Harley and Norma Shelton regarding housing the downtown Newcastle sound system in the library meeting room.

Weston County Library System received a check in the amount of \$2,489.49 from the United Fund this year. It is a lower amount than what was received last year.

Brenda and Karen Bowman attended a commissioner meeting on March 5, 2013 regarding Board member training. The Commissioners are currently working on implementing a basic Weston County Board member training for all County Board members. They will be offering training on May 8, 2013. There are two separate times a Board member can attend that training.

April 14-20 is National Library Week. Local author, Donna Kennedy will be present for this event.

**UPTON LIBRARY:** Sherri Randall presented the Upton Branch March 2013 manager's report.

Upton Branch received eight more books from their wish list on Amazon.com. These items have been purchased by an anonymous donor.

The book signing for Donna Kennedy went smoothly. There were 12 attendees and some books were sold.

Sherri attended an online conference on February 28<sup>th</sup>. She viewed/listened to some of the webinars. This event was sponsored by the Nebraska Library Commission and the Association for Small & Rural Libraries. She also archived "Circulating Electronics: The Good, the Bad, & the Ugly" which she will view at a later date.

The used book sale will be held April 15-19. The bake sale will be held on April 16, 2013.

**OLD BUSINESS:**

No old business this month.

**NEW BUSINESS:**

**FY14 Budget:** Brenda presented her preliminary budget to the Board. She noted areas to increase are office supplies and equipment repair & maintenance categories. Brenda tried last year to get new computers however that budget request was denied. She will try and purchase these through the Endowment and United Trust funds this year. The Board discussed the preliminary budget, no further action taken.

**Board Operation Policy:** Scott Shoop presented the Board with a draft policy for Board Operations and a Calendar of Annual Events. The Board discussed how to proceed with this task and briefly discussed the draft policies. The Board will review more in depth at a later time.

The meeting adjourned at 12:23 PM.

The next meeting will be held April 26, 2013.

Respectfully submitted,

Karen Bowman  
Secretary