

**Weston County Library
Board of Trustees Minutes**

April 1, 2016

President Karen Bowman called the meeting to order at 11:39 a.m. followed by a moment of silence. Board Members Present were Karen Bowman, Pat Morgan, Jamie Gaughenbaugh and Kim Conzelman. Also attending were Brenda Mahoney-Ayres, Weston County Library Director and Sherri Randall, Upton Branch Manager.

Following the reading of the February 26th Meeting Minutes, Kim made a motion to approve the minutes with the following corrections: change the date of the minutes from February 25 to February 26, correct the spelling of Ayres and change Brenda Mahoney-Ayres's title to Weston County Library Director. Pat seconded the motion. Motion Carried. Kim moved that the Treasurer's report be accepted as presented followed by a second by Pat. Motion Carried.

Brenda gave her Director's report. She reported that she attended the Carnegie Trail meeting in Lusk on March 4, 2016. Brenda stated that the VITA program is about done and received great reviews by Tom Patras from the Internal Revenue Service. She mentioned that she attended the Weston County Commission meeting on March 1st and March 15th. She received a letter asking the Weston County Library to submit a budget for a 15% and 25% reduction for the upcoming fiscal year. The budget needed to be submitted by May 1st. She also reported that the Cowboy Carnegie exhibit is scheduled to come to Newcastle in mid-July through August. Plans are being made for National Library Week (April 10-16). Lisa Thomas developed a trivia scavenger hunt for our patrons during that week. Chamber coffee will be at the library on Friday, April 15th.

Sherri gave the Upton Branch Library report. She mentioned the new book return that was purchased by the Weston County Library Foundation was installed at the Upton Branch Library. The patrons are very happy with having the option of returning items when the library is closed. Sherri is working on upgrading all of the library computers to Windows 10. There are plans to have a used book sale in May.

Old Business, Brenda discussed with the board various scenarios for the 2017 budget proposals. Brenda mentioned when she received the official letter from the county asking the library to put together budget proposals for a 15% reduction and 25% reduction they suggested no staffing reductions at this time. Brenda presented to the board how much money would be affected by 15% and 25% reductions. She showed the board three scenarios: reducing all staff's hourly pay by \$.50/hour; reducing all staff's hourly pay by \$1.00/hour and reducing all staff's hours from 40 to 35 hours per week. She mentioned in order to get to a 15% and 25% cut, the board would also have to consider eliminating the insurance benefits that have been budgeted for two positions that currently do not take the medical insurance, reducing the budget for supplies and operations and completely removing the budget items for travel, library materials and contract labor. After much discussion and looking over budget numbers, Karen asked Brenda if she could check into payroll being done by the county and if the insurance could be removed for the two positions. Brenda will revise the budget proposals for the April 22nd meeting for the board to review and make a decision. Discussion on Petty Cash was tabled for next meeting.

New Business, there was no New Business to discuss.

The next board meeting will be held on Friday, April 22nd. The meeting adjourned at 1:01 p.m.

Respectfully submitted,

Kim Conzelman
Secretary