

**WESTON COUNTY LIBRARY
BOARD OF TRUSTEES MINUTES**

May 24, 2013

President Scott Shoop called the meeting to order at 11:26 am followed by a moment of silence. Board members present were Scott Shoop, Candy Driver-Ratigan, Karen Bowman and Donna Bunch. The Library Director Brenda Mahoney-Ayres and Upton Branch Manager Sherri Randall were also present.

MINUTES: The minutes of April 27, 2013 were read. Donna Bunch made a motion to accept the minutes as written. Candy Driver-Ratigan 2nd. Motion Carried.

TREASURER'S REPORT: Brenda Mahoney-Ayres presented the May 2013 Treasurer's report. Candy Driver-Ratigan made a motion to accept the report as presented. Karen Bowman 2nd. Motion carried.

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

The VITA program ended on April 15, 2013. The Weston County Library assisted 47 clients this year; this includes 35 e-filed returns, 7 paper returns, and 5 other clients that did not file.

The FY2014 proposed budget was finalized and submitted to the Weston County Clerk, Mamie Krank on April 30, 2013.

A portion of the e-rate application with Universal Service Administrative Company was resubmitted. The first round results should be available soon.

The Fire Marshall was in and did an inspection. There were no violations.

Brenda attended the Weston County Library Foundation meeting on May 14th. The newest Board Member, Sue Jones was in attendance. The next quarterly meeting is scheduled for June 11, 2013.

Randy Bock has completed most of the needed repairs to the book drop. He is waiting for a piece of rubber molding that has been ordered.

Children's Librarian, Barrett Rich, is busy making preparations for this year's Summer Reading Program. The theme this year is "Dig into Reading". Several story times, craft projects, a scavenger hunt, and a special presentation by storyteller Indiana Bones are all part of this year's program. Registration begins June 3, 2013.

Brenda attended the Black Hills Power Energy Efficiency Awareness Day presentation at the Country Club on May 21st. The presentation included ways to make your home or business more energy efficient and information on rebates and incentives programs offered by Black Hills Power.

There are currently ten authors attending this year's Touch of Wyoming arts event.

Brenda contacted Hagen Glass regarding the process and materials needed to establish a handicap access for the front doors.

Scott Shoop, Karen Bowman and Brenda attended a FY2014 budget meeting with the Weston County Commissioners on May 22nd.

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

It has been a very busy month at the Upton Branch with the Summer Reading Program in full swing. There are currently 117 people signed up for the program.

OLD BUSINESS:

Board Training: Candy Driver-Ratigan, Karen Bowman and Brenda Mahoney-Ayres attended the Board training presented by Bill Miller of LGLP on May 8th. He explained the different responsibilities of the people on boards and in management positions. The Board discussed the training and materials handed out at the presentation.

Board Operation Policy: The Board discussed the 2nd draft Board Operations Policy. The Board went through the policy in detail and made some changes. Donna Bunch made a motion to accept the Board Operations Policy on the Second Reading with changes. Candy Driver-Ratigan 2nd. Motion Carried.

NEW BUSINESS:

Board Vacancies: Currently there are two Board positions that will expire on July 1, 2013. The Board discussed ways we could help recruit new members and what could be done to accommodate this process.

The meeting adjourned at 12:26 PM.

The next meeting will be held June 28, 2013.

Respectfully submitted,

Karen Bowman
Secretary