

**WESTON COUNTY LIBRARY
BOARD OF TRUSTEES MINUTES**

July 26, 2013

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, Karen Bowman and Paul Holland. The Library Director Brenda Mahoney-Ayres and Upton Branch Manager Sherri Randall were also present.

MINUTES: The minutes of June 28, 2013 were read. Candy Driver-Ratigan made a motion to accept the minutes as written. Paul Holland 2nd. Motion Carried.

TREASURER'S REPORT: Brenda Mahoney-Ayres presented the July 2013 Treasurer's report. Brenda informed the Board that the Library budget is currently at 88.17% of the total budget. 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 July 2013 Directors report.

Newcastle's "A Touch of Wyoming" arts event was held June 29th. Brenda worked with event organizer, Linda Hunt to bring in local and area authors. The authors who participated this year included; Sandra Brannan, Donna Coulson, Donna Kennedy, Judy King, Lynn McManaman, Colleen Pollat, Alice Schuette, Neil Sweet, Nicholas Trandahl and the Weston County Historical Society representing Dr. Mike Jording. Sandra Brannan graciously donated the monies from her book sales to the Weston County Library Foundation Endowment Fund.

Brenda submitted the Weston County Library System's FY2013 Final Cash and Revenue Report to County Clerk, Mamie Krank. The Weston County Commissioners approved a final FY2014 budget for the Weston County Library System of \$344,109.00.

Bill Miller with the Local Government Liability Pool is scheduled to present a workshop on Employee Evaluations on September 5, 2013. It will be open to all County employees who complete staff evaluations.

Brenda received an email from Don Dorn who stated that the tentative date for the Raising Readers Bookfest and Feast program will be October 12, 2013.

Brenda and her staff outlined a rough draft of the Meeting Room Policy.

Today is the final day of the Summer Reading Program for both children and adults. Attendance numbers will be provided at the next Board meeting.

Anna Gettinger was a volunteer for July. She has been assisting in the children's library.

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

Sherri has proctored exams for two college students this month.

The libraries lawn mower has been repaired and is functioning well.

The Summer Reading program is officially over on July 26th. For the children still working on their reading requirements, they have until August 16th to finish and can still claim their prize.

The Upton Branch held their stuffed animal sleep over on the evening of July 9th. There were 21 stuffed animals that attended. It was fun and the children that shared their stuffed animal friends with us enjoyed seeing the photos of what the animals did overnight.

The final story time was held July 16th. Sherri made cupcakes and frosting and the children decorated their own cupcakes and had a lot of fun.

The Upton Branch hosted a book signing for Nicholas Trandahl on July 19th. Nick was pleased with the turnout. Sherri provided beverages and cookies for the attendees.

Susan and Mae (the summer reading volunteer), were candy throwers on July 20th, for the Upton Fun Days parade. Sherri purchased candy and made signs for the "library float".

OLD BUSINESS:

FY2014 Final Budget: Brenda presented the FY2014 final budget and the Board discussed the budget in detail. There will be no increase in contract labor for the bookkeeping fee, however an additional \$900.00 was inadvertently left off the final budget and the County Commissioners will approve this as a budget amendment.

Meeting Room Policy: Brenda presented the Board with a draft Meeting Room policy and the Board discussed the draft policy including the suggestion of streamlining fees and various uses of the meeting room. A discussion was also held regarding for profit and non-profit use of the meeting room. Karen Bowman made a motion to accept the Meeting Room Policy on the First Reading with discussed changes. Candy Driver-Ratigan 2nd. Motion Carried.

NEW BUSINESS:

There was no new business to discuss.

The meeting adjourned at 12:21 PM.

The next meeting will be held August 23, 2013.

Respectfully submitted,

Karen Bowman
Secretary