

## WESTON COUNTY LIBRARY BOARD MINUTES FOR FEBRUARY 28, 2020

The meeting was called to order by President, Pat Morgan. Present at the meeting were: Pat Morgan, Cathy Dunford, Becky Todd, Paul Patterson, Kim Conzelman, Sherri Randall, and Brenda Mahoney-Ayres.

Following consideration and changes to the agenda in the new business area, the minutes were read. A motion to accept them as read was made by Kim, seconded by Paul. Motion carried.

Cathy presented the treasurer's report and after some discussion and confusion about average monthly expenses, Paul moved to table the acceptance of the report until Cathy has time to check with the bookkeeper to clarify the concern. Kim seconded the motion which carried.

Brenda presented the director's report. The IRS Volunteer Income Tax Preparation program is underway and being well utilized. The theme for the summer reading program is "Imagine your Story". Employee evaluations have been completed, and a book signing by Tara Conklin was held. Local RT Communications employees donated an Internet switch to update the equipment in the library.

Sherry reported that preschool has been in and read to, along with Storytime and Lego Club. She is weeding books in preparation for the arrival of the large print books. They, too are working on summer reading plans.

Daily attendance at the library for the month of January was 1665. In addition, 234 people used the meeting room. Attendance at the branch library in Upton was 535.

New business was a discussion of the security assessment. Kenny Longfritz from the Wyoming Cybersecurity and Infrastructure Security Agency and Gilbert Nelson from Weston County Homeland Security looked at the library on the 26<sup>th</sup>. They recommended installing a wireless ring alarm system. They also felt it was necessary to have smoke alarms. They will be assessing the Upton library shortly.

Becky made a motion to accept First State Bank as the designated bank for the library; Paul seconded the motion, which carried.

Brenda presented an Epidemic and Public Emergency Policy from another source for the group to peruse. A motion was made by Paul and seconded by Cathy that Brenda make adjustments to the policy she had found to fit Weston County, and then the board would consider it. Motion carried.

The next meeting is scheduled for March 27<sup>th</sup>. Meeting adjourned at 12:20.

Respectfully Submitted Becky Todd