



Sublette County Library Board Minutes

January 25, 2011

Pinedale Library, Pinedale, Wyoming

The Sublette County Library Board met Tuesday, January 25, 2011, at the Pinedale Library. Board Members Patty Washburn, Cat Urbigkit, Bill Kleven, Grant Seemann, and Barbara Mullin were all present, in addition to Library Director Sid Stanfill and Associate Director Sukey Hohl.

Patty Washburn called the meeting to order at 3:12 pm. Cat motioned to approve minutes with the correction of one typo. Bill seconded. Motion passed unanimously.

There were no additions to the agenda.

Juli Winthers joined the meeting to give an update on the Daphne Platts Film Festival. The movies have been selected: A "Girl Who" film fest with all three of the Swedish films, The Secret of Kells, The White Ribbon (possibly with a speaker), and Winter's Bone. The films will be shown every Saturday in March. A "teaser" press release will appear next week.

Old Business:

Sid presented the revised alcohol policy and explained that he has turned it in to Neil Stelting, county attorney but Neil has not commented on it yet. Bill and Barbara expressed concern on whether it absolved the library of all liability. Pending Neil's opinion.

Sid presented the changes in the vacation policy. He noted he made one additional change that allows staff to combine vacation and holiday time. Cat motioned and Barbara seconded to accept policy change. Motion passed.

Sid and Sukey presented a job description for the new part time bookkeeper position. They were instructed to proceed with the hiring process.

Meeting Room fees: this will be addressed at the next meeting.

Director's Report:

Sid gave updates on parking, audits, name tags, wellness, direct deposit, alarm system, I9s, Blue Sky Program.

Cat requested a list of each library position, with salary/wage.

Treasurer's Report:

Discussion of the budget process and timeline for FY2012. Discussed plans to streamline process of accounts payable/receivable, payroll, budgeting, filing, organization, etc. when new bookkeeper is in place.

Next meeting will take place February 24th in Big Piney at 3:30.

Meeting adjourned at 4:15 pm.

Respectfully submitted by:

Patty Washburn, President

Cat Urbigkit, Secretary

Pinedale Main Library
P.O. Box 489
155 S. Tyler
Pinedale, WY 82471
(307) 367-4114
FAX (307) 367-6722

Big Piney Branch Library
P.O. Box 768
Big Piney, WY 83113
(307) 276-3515
FAX (307) 276-3516

www.sublettecountylibrary.org