

Sublette County Library Board Minutes

April 26, 2023

Pinedale, WY

1. Call to order - Rachel Weksler called the meeting to order at 12:04 pm. Board members Rachel Weksler, Steve Nelson, Maureen Dempsey, Debi Morley, and Library Director Michelle Humber and Assistant Director Judi Boyce attended in person. Board member Lora Hittle and Big Piney Library Manager Tawnya Miller joined via Zoom.
2. Approval of minutes: March 22, 2023– Maureen moved, Steve seconded. Motion passed.
3. Additions to the agenda - none
4. Public comments - none
5. Old business
 - a. Budget: End of year spending and Budget FY 2023 – Michelle reported a positive meeting with Carrie Long and Tonya McNeil at the county. She will be keeping the full-time position being vacated by a retiring employee and adding a 60-hour/month part-time position in Big Piney, and step increases for part-time people. Michelle reported that the discussion with the county clerk led to learning that our starting salary for part-time employees is too low. Michelle will be increasing that to \$18/hr. per their recommendation. Michelle pointed out other changes to the budget, mostly related to inflation and restructuring certain line items.
6. New business
 - a. Debi and Lora: Board Fundamentals workshop – Debi reported that she and Lora had attended a training and learned that our board is following the way things are recommended to be done. Lora agreed that it was very informative. She appreciated learning about the basics of boards and asked a couple of questions that the board discussed.
 - b. Board term ending – Rachel’s term will be ending this year. June will be her last meeting. She has served two full terms. The board will celebrate her by having a meal at her last board meeting. Michelle noted that the commissioners are working on an application for interested people to complete, but that it is not available yet.
 - c. Commissioners’ Luncheon – The board decided to continue hosting the commissioners’ luncheon. They agreed that it was a good opportunity to visit with the board and interact with them, particularly since most of the other county entities interact with them more often. The luncheon will be on May 16. The board agreed that Michelle should look into having it catered.
7. Director’s Report

- a. Pinedale report – Michelle noted that today was the last storytime for a while. It will be on break as staff prepares for summer reading. She reported that it was well attended. Michelle updated the board on a situation with a young patron who has been asked to take a break. She also noted that Mountain Alarm has completed the installation of the new security cameras.
 - b. Marketing Specialist position – Michelle noted a change in the marketing specialist contracted position. Lily Stevens is now filling that position and is off to a good start.
 - c. Board photo – The photo will be taken when the whole board is present.
8. Big Piney Report – Tawnya reported a large increase in room usage – 11 reservations this month in the community room as well as a few reservations for the study rooms. Last week’s passport fair brought in 87 passports, followed by a birthday party. Neither of these were library programs, but they demonstrate the way the community is using the space. Tawnya noted that cameras have been installed and are working well. Repairs have been done on the window blinds. Programs are going well and preparations are underway for summer reading. Stats are way up.
 9. Budget Review – Michelle reviewed the numbers.
 10. Motion to approve checks – Debi moved, Maureen seconded. Motion passed.
 11. Set date and time of next meeting. – The next meeting will be Wednesday, May 24, 2023 in Big Piney.
 12. Adjournment - Steve moved and Debi seconded. The meeting adjourned at 1:03 pm.

Respectfully submitted by,

Maureen Dempsey

Sublette County Library Foundation Minutes

April 26, 2023

Pinedale, WY

1. Call to order – Rachel Weksler called the meeting to order at 1:05 pm. Board members Rachel Weksler, Steve Nelson, Maureen Dempsey, Debi Morley, and Library Director Michelle Humber and Assistant Director Judi Boyce attended in person. Board member Lora Hittle and Big Piney Library Manager Tawnya Miller joined via Zoom.
2. Approval of minutes: March 22, 2023 – Maureen moved, Steve seconded. Motion passed.
3. Additions to the agenda – The board added flower barrels to the agenda under New Business.
4. Public comments - none
5. Approve Foundation expenses – Maureen moved, Lora seconded. Motion passed.
6. Old business
 - a. Scholarships – The board selected Neely Prater to receive the Pinedale scholarship and Audrey Sevenski and James McCormick to split the Big Piney scholarship.
7. New business
 - a. Should library staff's children be allowed to apply for the Library Scholarships? - The board discussed whether staff members' children should be allowed to apply for the library scholarships. The issue was tabled.
 - b. Mike's gift and retirement non-party – Mike requested a waterproof/shockproof tablet, which was purchased with foundation funds. He also requested no party. Instead, there will be a staff meal of Chinese food, which the board is invited to. Members of the public were made aware via social media and instructed to stop in and wish him farewell this week.
 - c. Foundation request for MPLA Leadership Institute (Judi) – Steve moved to fully fund the request, Maureen seconded. Motion approved.
 - d. Library mugs – Michelle notified the board that she will be ordering more mugs from Deneen Pottery in orange, yellow and blue.
 - e. Flower barrels – Maureen had looked into getting flower barrels from the Sage and Snow Garden Club. She reported that we can't get them this Spring, but Maureen will add the library to the list to be notified when barrels are available next year. She noted that it is necessary to reply immediately to the notice as the barrels sell out the same day. The benefit to going with these barrels is that they also water them throughout the summer. This year, Jakobi and the teens will plant and water the flowers. Flowers are paid for by the foundation each year.
8. Account Overview – Michelle reviewed the budget with the board.

9. Motion to approve checks – Steve moved and Debi seconded. The motion passed.
10. Set date and time of next meeting – The next Foundation Board Meeting will be May 24 in Big Piney, immediately following the Library Board Meeting.
11. Adjournment - Steve moved and Debi seconded. The meeting adjourned at 1:21 pm.

Respectfully submitted by,

Maureen Dempsey