



Pinedale Library  
P.O. Box 489  
155 S. Tyler  
Pinedale, WY 82471  
(307) 367-4114  
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Big Piney Library  
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www.sublettecountylibrary.org

## Sublette County Library Board Minutes

July 28, 2022

Pinedale, WY

The Sublette County Library Board met Thursday, July 28, 2022 at the Pinedale Library. Members present were: Rachel Weksler, Steve Nelson, Maureen Dempsey, Debi Morley, and Lora Hittle. Staff member present were: Library Director Michelle Humber and Big Piney Manager Tawyna Miller.

Rachel called the meeting to order at 12:06 PM.

Approval of Minutes: June 30, 2022. Maureen made a motion. Steve seconded. Motion carried.

Addition to the Agenda: Updating bank account information under Annual motions.

Public Comments: None.

### Old Business:

- a. BP building update: things are going well. No flooring yet but roof will go on in August.
- b. Policy Manual revisions. No comments.
- c. 2023 Budget approved with 7% cost of living raises for all employees.

### New Business:

- a. Welcome new board members: Debi Morley and Lora Hittle. They introduced themselves and gave some background information and their intentions as board members.
- b. Elect new officers: Maureen made a motion for Lora to be treasurer, Steve seconded. Motion carried. Steve made a motion for Rachel to be chair, Maureen seconded. Motion carried. Steve made a motion for Maureen to be secretary, Lora seconded. Motion carried.
- c. Board meeting schedule: fourth Thursday of the month at noon.
- d. Annual motions:
  1. Pay utilities (electricity, gas, telephone, internet, water/sewer and trash service) before presentation – Maureen made a motion. Steve seconded. Motion carried.
  2. Authorize director to perform all functions related to payroll. Steve made a motion. Maureen seconded. Motion carried.
  3. Authorize director to pay company liabilities (retirement, HAS and health insurance) and employee liabilities (HAS, health insurance, and deferred retirement) in conjunction with payroll. Maureen made a motion. Lora seconded. Motion carried.
  4. Authorize approval of two checks per month up to \$1500 each to be signed by any board member and presented at next board meeting. Maureen made a motion. Lora seconded. Motion carried.
  5. Board meeting minutes will require only one signature of an officer of the board. Lora made a motion. Steve seconded. Motion carried.
  6. Update bank account at First Bank of Wyoming: Maureen made a motion to remove Carolyn and Bobbi and to add Debi and Lora. Steve seconded. Motion carried.

# Sublette County



## Libraries

Pinedale  Big Piney

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### Director's Report:

- a. End of year statistics: Circulation numbers are slightly down for both libraries from last year. Circulation is up from last month. Programming numbers are good. Monthly visits are up.
- b. Staffing updates: In the process of interviewing for a YA/Tech position. Judy Boyce will switch to technical services. Ceca will release Tech over to the new staff person and will begin helping with outreach. Jen Burton will be the Children's Services person. Looking to hire an Adult Programming Services person. Staff are helping in different departments as needed.
- c. Pinedale Programming: Over 50% of the school population is enrolled in the summer reading program. 330 kiddos registered. YA and Adult programs are doing well too.
- d. Lovatt Room AV bid was approved by County Commissioners. \$130,000 plus a five-year service contract was also approved.
- e. Book Sale netted \$3077 (\$700 more than last year)
- f. Book topic email thread: there is an email circulating attacking books in the library.
- g. Parental choice: Consider policy wording as the library staff doesn't censor children or teen's reading choices.

### Big Piney Report:

- a. Tea party at the fairgrounds went well.
- b. Summer reading program also going well.
- c. Budget Review: discussed previously.

Motion to Approve Checks: Debi made a motion. Maureen seconded. Motion passed.

Date and Time of Next Meeting: August 25 at noon in Pinedale.

Meeting adjourned at 1:01 PM. Steve made a motion. Lora seconded. Motion passed.

Respectfully submitted by:

Maureen Dempsey