



Library Board of Trustees
335 West Alger Street
Sheridan, WY 82801
(307) 674-8585 – Ext. 113

*Sheridan County Public Libraries:
Dynamic Gateways for Lifelong Learning*

Sheridan County Public Library Board of Trustees
Agenda of Regular Board Meeting

Date Change: **4:30 p.m. Wednesday, September 25, 2019**
Tongue River Branch Library – Ranchester, WY

- I. Call to order and welcome of guests: Chair, Shannon Anderson called the meeting to order at 4:30 p.m. Members present were Fran Wolfe, Jami Kessner, and Emily Hawkins. Chad Saeler was excused. Also present were Connie Fiedor, Tongue River Branch Manager and Ranchester Mayor, Peter Clark. Pat Blair of Sheridan Media attended.
- II. Approval of agenda: Agenda was approved with no changes.
- III. Disposition of the Regular Meeting Minutes of August 21, 2019: Minutes were approved with no changes.
- IV. Treasurer's Report: The budget is in line. The Fulmer Trust balance is \$1,224,737. The Redington Trust balance is \$469,699.
 - A. Annual Audit Update: Yonkee-Toner sent the Annual Report and Accounting of the Fulmer Trust.
- V. Communications
 - A. Library Correspondence: A thank you note was received from The Food Group for support during the summer months.
 - B. Board Correspondence n/a
- VI. Director's Report
 - A. Monthly Statistics: Stats continue to grow for electronic media. An error in Homebound Patron stats will be corrected.
 - B. Items of Interest: n/a
 - C. Departmental and Branch Report: All is well, and staff are making adjustments to cover for the staff member on extended sick leave.
 - D. Tongue River Branch Manager Report: Connie Fiedor reported new signage at the front door to the Library. There were some juvenile collection books that had not circulated so she took them to TRVCC where they were appreciated. She also expressed thanks for being able to attend Wyoming Library Association meeting in Cheyenne. When she returned she immediately initiated a new program she heard of there with good results.

VII. Committee Reports

- A. Friends of the Library: The Friends continue work on the Auction. It has been recommended that the group meet in December to consider the future of the Friends. Jami will attend the October 8 meeting.
- B. Foundation: Emily will attend the October 24 meeting.

VIII. Continuing Business

- A. Discussion – Fulmer Capital Campaign Subcommittee Update: Currently the Committee is discussing the public part of the Campaign. A marketing firm will be hired. Grants totaling \$1.9 million have been approved at this time.
- B. Discussion – Quarterly Review of Fines Report: The Gentle Nudge program was discussed. Results have been mixed. There does seem to be little deterrent effect, but about half the patrons contacted have returned materials.

IX. New Business

- A. Discussion – Ranchester Library Services Update: Tongue River Branch Library will be able to piggy-back off the City Hall fiber optic installation sometime in the near future. Speed will increase to a gigabit. A grant has been received to install new, energy efficient lighting.
- B. Discussion – Emergency Action Plan Update: Wyoming Library Association hosted a speaker from Homeland Security. He listed recommendations for libraries in various emergency situations. He also recommended that public libraries be communication centers for their communities in the event of a community wide emergency. As a result of that conversation, Fulmer will be seeking an emergency generator if a Homeland Security grant is approved.

- X. Adjournment: meeting was adjourned at 5:05 p.m.

**Next meeting: Wednesday, October 16, 2019 at 4:30 p.m.
Clearmont Branch Library – Clearmont, WY**

Respectfully Submitted,

Fran Wolfe – Secretary
Library Board of Trustees