



**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*

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**Sheridan County Public Library Board of Trustees  
Emergency Board Meeting Minutes  
4:30 p.m. Wednesday, March 25, 2020  
(ZOOM video/phone conference call)**

Zoom Meeting URL:

<https://zoom.us/j/401549030?pwd=V0xKY1lnYzVHUTVHK2RzYTQ5WXJYUT09>

Meeting ID: 401 549 030 Password:  
472200

Phone Call Access:  
1-253-215-8782 OR 1-301-715-8592 Meeting  
ID: 401 549 030

- I. Call to order and welcome of guests: Chair, Shannon Anderson called the meeting to order at 4:33 pm. Library Director Cameron Duff, Trustees Chad Saeler, Emily Hawkins, Jami Kessner, and Fran Wolfe were present. Others present included Ashleigh Snoozy & Allayana Darrow from the Sheridan Press, Pat Blair from Sheridan Media; Stephanie Hutt, Story Library Branch Manager; Connie Fiedor, Tongue River Branch Library Manager; and Christy Haswell represented the County Commission. Two other callers were online but didn't provide names.
- II. Approval of agenda: ID number has been corrected. Approved with corrections.
- III. Disposition of the Regular Meeting Minutes of March 18, 2020: Approved
- V. Communications:
  - A. Library Correspondence: Emails from various individuals regarding closing the libraries.
  - B. Board Correspondence: n/a
- VI. Reports
  - A. Update from Library Director: Fulmer continues to provide services to the community via electronics and holds on books. Applications for library cards so that electronic resources may be used have been processed. Branches are not participating. Fourteen to eighteen people

- are working at various times. Social distancing is in effect. Branch employees may work at Fulmer when branch cleaning is finished.
- B. Update from County Commissioners: Sheridan County cases have completed self-quarantine and are fine. More testing places are coming on board. Local companies can provide gowns and masks.
- VIII. Continuing Business
- A. Discussion – Status of Emergency Preparedness: At this time, we must begin to consider what to do on March 31<sup>st</sup>. Cameron suggests we extend the closure to April 5.
  - B. Action – Continued Library Services: Chad moved that we extend the closure to April 5, and reevaluate that decision April 1, 2020, at our next meeting. Jami seconded. Motion passed.
- IX. Question and Answer
- A. Opportunity for non-Trustee participants to comment or ask questions (limited to a maximum of 5 minutes per individual)
  - B. Allayana Darrow from the Sheridan Press asked about response from the public about library closure. Cameron replied that overall the response has been positive. The WiFi signal has been extended to the parking lot which was met favorably.
  - C. Christy complimented the Sheridan Press on COVID-19 coverage.
- X. Adjournment: Motion to adjourn at 4:49 pm. Approved.

**Emergency Meetings will occur on a weekly basis via Virtual Conference Call (Zoom) until the library system re-opens. Login details will be release as soon as they become available.**

**Wednesday, April 1, 2020 at 4:30 p.m.**  
**Wednesday, April 8, 2020 at 4:30 p.m.**

Respectfully Submitted,

Fran Wolfe - Secretary  
Library Board of Trustees