



Library Board of Trustees
335 West Alger Street
Sheridan, WY 82801
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*Sheridan County Public Libraries:
Dynamic Gateways for Lifelong Learning*

Sheridan County Public Library Board of Trustees
Minutes of Regular Board Meeting
Wednesday, January 20, 2021
Virtual Meeting via Zoom Video Conferencing

- I. Call to order and welcome of guests: Chair Shannon Anderson called the meeting to order at 4:31 pm. Present were Library Director Cameron Duff; Trustees, Fran Wolfe and Chad Saeler, and guest, Barry Malmberg.
- II. Approval of agenda: Approved
- III. Disposition of the Regular Meeting Minutes of November 18, 2020: Approved
Disposition of the Special Meeting Minutes of December 28, 2020: Approve
- IV. Treasurer's Report:
Redington Trust: \$520,770 and Fulmer Trust: \$1,228,614,
Budget: We are 45% of the way through the year and everything
balances. Treasurer's Report: approved. Cameron reminded us that big
ticket items come due in the Spring.
- V. Communications:
 - A. Library Correspondence: Two employees have submitted letters of resignation due to retirement: Michelle Havenga, Children's Library Manager will retire August 15, 2020 after forty years of service; Kip Bethurem, Head of Maintenance, will retire June 30, 2020, after 16 years of service.
 - B. Board Correspondence: n/a
- VI. Reports:
 - A. Monthly Statistics: Numbers are still low but slowly increasing.
 - B. Departmental and Branch Reports: no questions
 - C. Update from the Library Director: Two maintenance workers are taking short term leaves in February. Contract workers and Cameron will take care of things.
 - D. Update from County Commissioners: none
- VII. Committee Reports:
 - A. Friends of the Library: The Friends are planning the upcoming year. Summer projects are being considered. Shannon will attend the next meeting February 9.
 - B. Foundation: Next meeting is February 22, and Fran will attend.

VIII. Continuing Business

- A. Discussion – Continued Library Services during COVID-19: no changes
- B. Discussion- Fulmer Roof/HVAC Project Update: Progress is being made.
- C. Discussion- Update on Library Staffing: Zach Smiley is the new Manager of the Tongue River Branch Library. Levi Pitchford is the new assistant.

IX. New Business

- A. Action – Approve 2021 IRS mileage rate. Chad moved and Fran seconded the motion to approve the 2021 IRS mileage rate of 56 cents per mile. Approved
- B. Action – Appoint Committee to oversee Library Director’s Annual Review: Chad moved that Fran and either Emily or Julie be the committee. Shannon seconded. Approved

X. Question and Answer: No questions from non-Trustee participants

XI. Adjournment: Meeting was adjourned at 4:54 p.m.

Next Regular Meeting: Wednesday, February 17, 2021 at 4:30 p.m. via Zoom

Respectfully Submitted,

Fran Wolfe