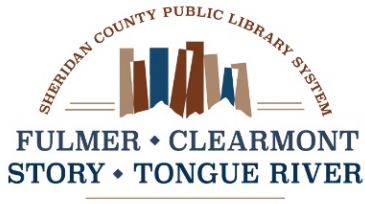


**Sheridan County Public Library Board of Trustees
Agenda of Regular Board Meeting
Wednesday, February 17, 2021 @ 4:30 p.m.
Virtual Meeting via Zoom Video Conferencing**

Remote Access (Zoom Meeting URL opens up at 4:20 pm):

<https://us02web.zoom.us/j/6082518544?pwd=VDFabIErRlRqbmxHVXRibEJnOTVsUT09>

- I. Call to order and welcome of guests: Chair Shannon Anderson called the meeting to order at 4:30PM. Present were Director Cameron Duff, Trustees Emily Hawkins, Julie Davidson, Fran Wolfe. Guests were Pat Blair with Sheridan Media and Christi Haswell representing the County Commissioners.
- II. Approval of agenda - Approved as written
- III. Disposition of the Regular Meeting Minutes of January 20, 2021 - Approved as written
- IV. Treasurer's Report
 - A. Redington Trust - \$518,743
 - B. Fulmer Trust - \$1,339,289
 - C. Budget expenditures are on track for where we are in the year, although slightly down (7 months into fiscal year).
- V. Communications
 - A. Library Correspondence - letter from First Federal that they are authorized for public funds
 - B. Board Correspondence - N/A
- VI. Reports
 - A. Monthly Statistics - Down in circulation and patron count; Story is increasing, Clearmont is down due to COVID.
 - B. Departmental and Branch Reports - N/A
 - C. Update from the Library Director - N/A
 - D. Update from County Commissioners - Sales & Use Tax continue to be up, December was a great month. Currently 7% above previous fiscal year. It probably won't make up with we will lose in direct distribution, but should be less painful. Walmart will start receiving COVID vaccines. Exploring what event planning might look like.
- VII. Committee Reports
 - A. Friends of the Library - Cancelled annual auction, will focus on smaller fundraisers including one in summer. Next meeting will be March 9 at 5:30PM, Fran will attend.
 - B. Foundation - Next meeting 2/22, Fran will attend.
- VIII. Continuing Business
 - A. Discussion – Continued Library Services during COVID-19
 - i. Last few months have been successful, requesting to continue to stay the course and not expand other services at this time.
 - B. Discussion – Fulmer Roof/HVAC Project Update
 - i. Project should initiate in March. There is a plan for parking lot closure. Must be done by June 15th, goal of completing within two months.
- IX. New Business
 - A. Discussion – First look at 2021-22 Draft Budget
 - i. There are a some minor adjustments due to retiring employees, etc. Biggest current concern is the health insurance line item (current estimated 10% increase, won't know until end of May).



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

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

- X. Convene Executive Session pursuant to W.S. §16-4-405(a)(x) to discuss a personnel matter (Director's annual review) - Motion to convene Executive session passed at 4:52PM.
- XI. Return to Regular Session - Reconvened at 5:18PM.
 - A. Motion to accept evaluation as presented by the committee, as well as present a \$4,000 bonus to Cameron Duff - motion passed.
- XII. Question and Answer
 - A. Opportunity for non-Trustee participants to comment or ask questions (limited to a maximum of 5 minutes per individual) - N/A
- XIII. Adjournment - 5:22PM

Next Regular Meeting: Wednesday, March 17, 2021 at 4:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Emily Hawkins".

Emily Hawkins
Secretary - Board of Trustees