

**MEETING OF THE NATRONA COUNTY LIBRARY BOARD
AUGUST 8, 2023**

The meeting was called to order at 12:02 pm by President Mike Stepp.

MEMBERS PRESENT: *Mike Stepp, Cathi Carr, Chris Mullen,*

MEMBERS ABSENT: *Alaina Stedillie, Vickie Cawthra*

ALSO PRESENT: *Lisa Scroggins, Executive
Greta Lehnerz, Business Manager/Human Resources
Megan Bratton, Marketing/PR
Candice Cochran, NCPL Foundation Executive Director
Peter Nicolaysen, Natrona County Commissioner
Heather Duncan-Malone, Natrona County Attorney*

APPROVAL OF AGENDA

It was moved to approve the agenda. (Carr/Mullen); motion carried.

PUBLIC COMMENT

None

DISPOSITION OF MINUTES FROM THE JULY 12, 2023 MEETING

*It was moved to approve and file the minutes from the July 12, 2023 meeting.
(Mullen/Carr); motion carried.*

FINANCIAL REPORT

*It was moved to approve the Financial Reports and payments for July 2023 bills.
(Carr/Mullen); motion carried.*

COMMISSIONER'S REPORT

Nothing to report.

DIRECTOR'S REPORT

The Director express thanks to Commissioner Nicolaysen and the Commission for the 2% COLA and 2% Step increases approved in the FY24 budget.

The Director reported after working closely with LPA Associates consultant Anders Dahlgren on the needs assessment and received the first full draft of the report in late July. She provided a physical copy of the current draft NCL trustees, Commissioner Nicolaysen and the Library Foundation. She asked for feedback as it relates to improving readability by the end of the week, if possible..

The Federal Government approved Wyoming's plan to allocate \$12.6M to capital construction projects for libraries. The grant application has not yet been released, but she anticipates it will open sometime in September. The director was told there will be a

very brief application window and plans to work directly with County Legal on the application.

The Library purchased a 2023 Chrysler Pacifica for the new outreach van and has already taken possession of it. There will be a check presentation on Thursday at 1:30 pm with the three donors which are CATC, the Wyoming Cultural Trust Fund, and the Kelley Foundation.

We started doubling security on Monday, July 17th, thanks to the funding approval from the County, and saw immediate improvement. Having highly visible security will not only impact potential wrongdoers but will visually announce to the community the Library and County both take the safety of our patrons seriously. We have seen an increase in families using the library outdoor space as it is intended.

The Public Officer Training will be held on August 23 from 9 am - 5 pm. The online option is popular, and board members were invited to attend it in the Board room as a group if they wish.

The Director updated the Board on several library issues in Campbell and Fremont Counties, and provided information on a new library association called the World Library Association. This is not a professional association as it offers free membership to both library staff and the general public. It has a tag line of "Your Library, Your Way" on the website, but very little information about their mission, vision, or goals.

The Director and Board President Mike Stepp visited the new Castle Rock Public Library in Colorado that is scheduled to open in late August.

FOUNDATION REPORT

Candice Cochran was given a copy of the Needs Assessment Report to review. She is working on more grant applications. The Foundation is beginning conversations about a capital campaign in advance of a possible building project.

OLD BUSINESS

It was moved to approve Chapter 5 – Public Displays, Meeting Rooms and Use of Facilities Policy as written and reviewed. (Mullen/Carr); motion carried.

AJOURNMENT

It was moved to adjourn the meeting at 1:08 pm. (Carr/Mullen); motion carried.









