

Minutes
Converse County Library Board of Trustees
Meeting of May 21, 2012

Present: Scott Barber, Holly Shoemaker, Trish Popovitch, Jeremy Matter and Director Karen Hopkins

Absent: Michelle Romberg

Observer: Jeff Bond of HeinBond Architects; Branch Manager Paul Pidde

Call to Order: President Barber called the regular monthly meeting of the Converse County Library Board of Trustees to order at 4:46 PM, on Monday, May 21, 2012 at the Glenrock Branch Library in Glenrock.

Consent Agenda Approval: Popovitch moved that the consent agenda be approved as presented. Shoemaker seconded the motion. Motion carried.

Reports:

- Financial: Hopkins presented financials to the Board including the Balance Sheet and the Profit & Loss. Popovitch moved that the financial reports be accepted as presented. Shoemaker seconded the motion. Motion carried.
- Director: Directors reports are included in Board packet with a late update from Unique Management stating over \$3,350.00 collected for lost materials and over \$4,700.00 in overdue materials that have been returned.
- Foundation: Hopkins updated the Board on several ideas the Foundation is pursuing for Endowment Challenge purposes.

Unfinished Business:

- Building Project: Barber showed the Board copies of two mailings that Natrona County Public Library has sent out as part of the effort that GKB has NCPL doing for their referendum.
 - George K Baum - Core Messaging for Review: Square footage figures need to be verified before the Message is released. Hopkins and Jeff Bond will verify those numbers. Additional comments, corrections and suggestions were noted by Popovitch and Hopkins. Hopkins will collect all changes and forward to Paul Hanley of GKB in Denver.
 - Citizen Task Force: Initial meeting will be determined after community calendars have been double checked. Follow up meetings will be determined by the groups. Hopkins will check for Douglas and verify the potential for Tuesday, June 12. Popovitch will do the same for Glenrock for Wednesday, June 13. Hopkins will check for facilitators after the dates are verified.

New Business:

- Converse County Library Special Closing: Shoemaker moved that the library in Douglas be allowed to closed on Saturday, May 26, 2012 on a one time only allowance due to a shortage of staff. Matter seconded the motion. Motion carried.
- Commissioners Budget Hearing Preparation: Matter will attend with Hopkins and Pidde. Matter requested that a five year chart of the libraries mil levy be available for the meeting.
- Executive Session: Matter moved that the Board go into Executive Session at 6:42. Popovitch seconded the motion. Motion carried. Popovitch moved the Board return from Executive Session at 7:14. Shoemaker seconded the motion. Motion carried.
- Policy Review: policy review has been tabled until the June meeting.

Announcements:

- Commissioners Budget Hearing, Friday, June 15, 2012, 9:00 AM
- Summer Reading 2012 – June 11 – July 20
- Popovitch announced that the second annual summer lecture series will be commencing Thursday, May 24, 2012 in Glenrock starting at 6:00 PM.

Next Meeting: Monday, June 25, 2012, 4:30 PM, Glenrock

There being no further business to bring before the Board, the meeting was adjourned at 7:18 PM.