

Minutes
Converse County Library Board of Trustees
Meeting of October 22, 2014

Present: Jeremy Matter, Scott Barber, Karen Werner, Bob Lindmier, John Nelson & Director Karen Hopkins

Observer: Branch Manager Paul Pidde

Resource Person: Katie Spicer of Humphries-Poli Architects (Consultant) (teleconference)

Call to Order: President Matter called the regular monthly meeting of the Converse County Library Board of Trustees to order at 4:59PM, on Monday, October 22, 2014 at the Converse County Library in Douglas.

Consent Agenda Approval: Barber moved to accept the consent agenda with the minutes approved as corrected. Nelson seconded the motion. Motion carried.

Reports:

- Financial: Board discussed the financials including the Check Register, the Balance Sheet and the Profit & Loss. Lindmier moved that the financial reports be accepted as presented. Werner seconded the motion. Motion carried.
- Director: Hopkins briefly went over the Director Report that was included in the Consent Agenda packet.

Building Project: Katie Spicer joined via teleconference

- Douglas:
 - Floor plans were reviewed with several comments/questions
 - Bookkeepers office is needed
 - Possibly shrink the Directors office
 - ?? possible to open up the ground floor Maker Space in south-east corner to outside for air or whatever
 - Windscreening for outside doors for dirt/snow/rain protection
 - Recess outside doors as an alternative to screening them
 - Things that stick out, like a water fountain, are NOT a hazard for blind people
 - Doors on bathrooms removed and bathroom entryways reconfigured by extending entry walls also allowing the drinking fountain/s to be repositioned
- Glenrock:
 - Humphries-Poli are working on two more possible layouts for locating different parts of the collection.
 - Space for shelving is VERY tight
 - Possibly use tall shelving for non-fiction to cut down on total quantity of shelving needed
 - Bathroom panels be made of HDPE (high density polyethylene) NOT metal-enamel to better control defacing and with a coating to make wipe-down easier if possible.
 - Concerns about basement concrete work that Pidde will bring up at the 8:30 AM, October 23, 2014 weekly Glenrock library progress meeting
 - West basement wall looks 1" (one inch) convex

- North wall of entryway does not look parallel to north elevator wall
- Dogleg in the concrete of the north-east corner of the basement wall
- Question of problems making everything fit on the main floor above these possible discrepancies
- Who is responsible for checking wall alignment, etc.

Old Business: none

New Business: Foundation Board meeting will follow the Library Board meeting as the Library Board will function as the Foundation Board while the Foundation gets itself rebuilt. Existing Foundation members Cher, Scott Barber and Bob Lindmier will continue on the Foundation Board with the Library Board filling in to provide continuity.

Executive session:

- Werner moved to go into executive session at 9:01 PM. Lindmier seconded the motion. Motion carried.
- Werner moved to come out of executive session at 6:53 PM. Lindmier seconded the motion. Motion carried.

Announcements:

- Architect progress meeting, HeinBond offices, Casper, Wednesday, November 12 at 2:00 PM

Next Meeting:

- Building: Wednesday, November 5, 2014 at the Converse County Library in Douglas at 4:30 PM
- Regular: Wednesday, November 19, 2014 at the Converse County Library in Douglas at 4:30 PM.

There being no further business to bring before the Board, the meeting was adjourned at 9:31 PM.