

Minutes  
Converse County Library Board of Directors  
Regular Meeting of October 17, 2017

Present: Board Members: Laurie Boyson, President; Denise Johnson, Vice President; Karen Werner, Secretary/Treasurer; John Nelson, Member; Bob Lindmier, Member; Library Director Kirk Hissam

Absent: Scott Barber, Ex-Officio Member

Observer:

Guests: Hal Hutchinson

Call to Order: President Boyson called the regular meeting of the Converse County Library Board of Directors to order at 4:00 pm on Tuesday, October 17, 2017 at the Douglas Library.

After discussion, ***Nelson moved to accept the consent agenda with additions. Johnson seconded the motion. Motion carried.***

After discussion, ***Nelson moved to approve the minutes of the September 19, 2017 meeting. Werner seconded the motion. Motion carried.***

After discussion, ***Werner moved that the financials be approved as presented. Johnson seconded the motion. Motion carried.*** The check register was approved and signed.

After discussion, ***Nelson moved that the meeting room reservation policy be updated to include the phrase that they 'shall not be used as a place of worship'. Johnson seconded the motion. Motion carried.*** Hissam will update the policy.

Hal Hutchinson provided an update on remaining warranty issues and the Douglas Library canopy and drainage issues. Glenrock's elevator issue has not yet been addressed by Kone (they should have been there the third week in September); Douglas also has elevator issues; filter access issues (CK Mechanical is still not responding but Hal will try to pin them down); southwest and northwest entrance temperature/thermostat issues; plumbing issues (a local plumbing contractor will be contacted to fix restrooms). Hal will also provide the library with civil drawings so the canopy and west drainage issues can be remedied; Randy Hein, architect, had previously agreed to pay demolition costs tied to the west drainage issue.

After discussion, ***Johnson moved that Hissam hire two part-time circulation clerks for Glenrock and Douglas to cover planned staffing changes. Nelson seconded the motion. Motion carried.***

After discussion, ***Johnson moved that alcohol not be allowed at a proposed BYOPumpkin/BYOBeer program the library is hosting. Werner seconded the motion. Motion carried.***

After discussion, ***Werner moved that Holiday bonus/salary adjustments be awarded as discussed. Johnson seconded the motion. Motion carried.***

Library statistics were reviewed; kiosk information is not accurate, IT problem posting the log, but information should be recoverable and adjustments will be made after the problem is fixed.

Work session on Wednesday, October 25, at 1 pm to discuss branding/marketing plans.

Phone meeting with Pam Smith and Kim Crawley on Thursday, October 26, at 4 pm to discuss branding/marketing plans.

Next meeting: Tuesday, November 21, 2017 at 4:00 pm at the Douglas Library.

Meeting adjourned at 7:07 pm, October 17, 2017.