

Big Horn County Library Board Meeting Minutes
December 12, 2019 4:00 PM
Greybull Library

Executive Session: Prior to Monthly Meeting, executive session was called beginning 4PM and concluding at 4:10 PM.

Board Meeting: Brought to order at 4:10 PM by Chair Ted Menke.

Members Present: All

Visitors: None

Minutes: November minutes were read and accepted.

Agenda: Accepted as read

Accounting & Expenditures: Reviewed and approved.

Directors Report:

- Monthly statistical summary discussed.
- December promises to be a busy month.
- Cross Training of Branch Managers will begin.
- Better Communication needed between Libraries.
- \$25 Deposit established for temporary/summer cards.
- Director is now bonded.
- Does Chairman of Library Board need to be bonded?
- Jim Riley approved as auditor.
- Branch Manager reports read and reviewed.
- New Library Page needed for Basin..

New Business:

- Review of 2019/2020 budget will be presented at January meeting.
- Libraries will renew contract with Cannon Copiers Company.
- Signage for each library discussed. Vice Chair will prepare a grant.
- Wyoming Retirement benefits for Director discussed.
- Christmas gifts for Staff discussed.

Meeting Adjourned: 5:30 PM.

Respectfully submitted: Cindy Wood

Next Meeting: January 9th Lovell Library at 4:00 PM.