

SWEETWATER COUNTY LIBRARY SYSTEM
Minutes of the Regular Meeting of Board of Directors
September 16, 2024

The Sweetwater County Library System Board of Directors met in regular session on September 16, 2024, at the Sweetwater County Library, 300 N. 1st E, Green River, WY 82935. The following were present, Meghan Jensen, Chair; Deb Sutton, Vice Chair; Christ Propst, Treasurer; Philip Pyzyna, and Jennifer Vegors, Board Members; Lindsey Travis, Director; Leora Kraft, Mindy Casto, Library Staff; Island Richards, County Commissioner.

Jensen called the meeting to order at 6:00 pm.

Approval of Agenda:

Sutton motioned to approve the agenda. Pyzyna seconded and the motion carried.

Approval of Minutes:

Vegors made a motion to approve the minutes from the August regular meeting. Propst seconded and the motion carried.

Financial Report and Approval of Expenditures:

The Board was provided August and September Checking Account Activities, Budget Analysis, Balance Sheet, and Voided Checks. Pyzyna made a motion to approve the financial report and expenditures. Propst seconded and the motion carried.

Correspondence:

A Thank you note from Foothills Apostolic Church was provided to the Board for the use of the meeting rooms. A LGLP nominations email was also included.

Announcements:

Board packets included Sweetwater County Library October events. Travis spoke about the activities for the month of October, including the Harry Potter party and trivia night.

Public Comment:

Sutton spoke briefly about the library card sign-up promotion.

Old Business:

- A. Grant updates- Travis gave an update about the grant process for the HVAC grant and also the current progress for the meeting room grant. An additional contractor meeting was held as the first bid process failed. Travis also spoke about the first grant for the HVAC failing and the need to apply for other grants, in order to do so the Library needs to commit funds toward the project. Travis asked the board to commit \$100,000 of the library's cash carryover to the project.

Propst made a motion to commit \$100,000 of the cash carryover. Pyzyna seconded and the motion carried.

New Business:

- A. Staff Presentation – Mindy Casto, library IT coordinator, spoke about upgrading the network, Wi-Fi and computers she has also added the ability to track computer and Wi-Fi usage. She has also been conducting robotic camps for youth that teach programming and problem solving, and also shared the fun things the kids are learning to do with the robots.
- B. Annual Report- Travis presented the library's annual report that she will present to

Sweetwater County Commissioners, she reviewed the information included in the report as well as statistics, she stated that there were 979 programs a 16.2% increase in program attendance, 177,000 physical checkouts down 2.9% but digital items are up 12.8% and meeting room usage up 5.9% and Branch visits were 10,451.

Contracts:

The Board was presented with the following contract

A contract between Community Fine Arts Center and Miles Partnership, LLLP for an Advertising Agreement for \$1,700 was signed by Debora Soule on August 13, 2024.

Pyzyna made a motion to ratify the CFAC contract. Sutton seconded and the motion carried.

a. Sweetwater County Budget Agreement-

The 2024-2025 Budget Agreement between Sweetwater County Library System and Sweetwater County to provide funding and services to the Library System for the Fiscal Year 25

Pyzyna made a motion to accept the 2024-2025 Budget agreement and authorize the Chair and Director to sign. Propst seconded and the motion passed.

County Commissioner's Report:

Richards reported receiving the email about the HVAC Grant, no other comments.

Director's Report:

Travis presented a board report. Travis spoke about library card sign-up month and various activities that she and the librarians participated in. She also spoke about the story walk that has been sponsored by the Library Foundation as well as the summer reading and other programs the Foundation funds. Travis also highlighted the stats that were included in the board packets.

Set Time and Location for Next Meeting:

Next regular Library Board Meeting will be Monday, October 21, 2024 at 6:00 pm at the Rock Springs Library, 400 C Street, Rock Springs, WY 82901

Adjourn:

Sutton made a motion to adjourn the meeting at 6:39 pm. Pyzyna seconded and the motion carried.

Chair

Secretary