

CROOK COUNTY LIBRARY BOARD

November 4, 2021

Moorcroft Branch Library

The Crook County Library Board met on Thursday, November 4, 2021, for the regular meeting. Board members Beth Kreuter and Criss Neiman were present. Randy Leinen joined remotely, and Dick Sackett and Mary Farnsworth were excused. Employees, Jill Mackey, County Director, Pam Jespersen, Moorcroft Library, Kim Heaster, Sundance Library, and Nancy Bowles, Hulett Library, were also present. This was an open meeting to review and discuss revisions to Library Use policies.

The meeting was called to order by Chairperson, Randy Leinen at 1:02 p.m. and began with the Pledge of Allegiance.

The agenda was approved in a motion by Criss and seconded by Beth. Motion carried.

There were no introductions, and there was no correspondence. No written comments about the revisions to the Library Use policy were received.

Minutes from the October 7, 2021, meeting were reviewed and approved in a motion by Criss and seconded by Beth. Motion carried.

The checklist was reviewed and approved in a motion by Randy and seconded by Beth. Motion carried. Jill mentioned that a check for about \$85,000 is expected from the Crook County Commissioners to replenish the contingent fund monies which have been used to pay bills. She also explained that each of the libraries received a 1st Aide book after attending the first aid workshop led by Dorothy Baron.

Jill then presented treasurer's report. As of October 29, 2021, the adjusted checking balance was \$5,058.17. We no longer have CD #42731 as it matured and was used for expenses. Our total operating funds as of October 29, 2021, is \$1,338.94. \$83,661.06 was used from the contingency fund to pay bills. Total expenditures for this fiscal year is 30.73%. In a motion made by Randy and seconded by Criss, the treasurer's report was approved. Motion carried.

Director's report for November meeting:

Meetings/events during the past month included the following:

- Library board meeting
- Library foundation meeting
- Commissioner sessions – library report
- Visits to Moorcroft/Hulett
- Trip to Rawlins for shelving
- All-staff meeting
- County dept heads mtg
- WYLD training committee mtg
- Reading at Assisted Living
- Trunk or Treat

Buildings:

- Sundance – pouring new sidewalk today, new sod will be put down in early spring
- Moorcroft – new shelving from Rawlins library, waiting for hardware for installation
- Staff received their annual 1<sup>st</sup> Aid/CPR training this month

Library Foundation met on Oct 20 – Mary Farnsworth represented the library board. Bylaws changes

and endowment earnings were discussed. Endowment earnings have purchased standing desks, new staff chairs, building funds for Sundance and Moorcroft, supplies for GO bags, 3D printer, color printer), LCD projector, TV cart, ILLs, travel expenses to Rawlins. New laptop computers & hard drives are on order.

Coming up:

Annual statistical report for the State Library

Watching Campbell County Library events

### MOORCROFT BOARD REPORT

- The library hosted Moorcroft chamber, and we were the Citizen banquet committee. We did a murder mystery with an Italian flare. Served lasagna, salad, breadsticks, and cheese cake. Had a grand time, we were nominated for Business of the year once again.
- Our programs are still going strong, book club, readers challenge, and all of the kids stuff. Our Library numbers are down a little and it has been quiet, but we are getting things done that have been waiting. A lot of people passing through for the Wyo Help.
- Heather and Lacey have been keeping up on Webinars. Beginning to order a few new books, still waiting on the budget to get going for us. Lacey is going to the elementary 12 times a month. Heather is helping with 3 books clubs, as she does the VDX, I am still doing the evening one with 8 to 10 ladies.
- I attended the Town meeting, Ben told what the outcome was of the study they had done, it was concerning the Town Center. No real answers of yet, gave the options and suggestions of what do with the building. Tear it down or repair it, it needs a new roof which is estimated at 1 million to fix. It is leaking throughout the building. And they would have to up the rates on the rent to make it feasible.

### Hulett Library Report

We had 3 winners for our Guess the First Snowfall Contest. They were Kenney Klinger, Korina Ike and Mary French. Mary and Kenny both donated the shovel to Korina.

Muffin Baking Contest was held on Monday, October 18<sup>th</sup>. We only had 8 contestants but was really fun. Our judges were Chris Maupin, Paulie Jolley and Michelle Kreisler. Tiny Bush won 1<sup>st</sup> place (\$50) with her Marmalade Muffins and Kathy Zimmerschied 2<sup>nd</sup> place (\$25) with her Pumpkin Streusel Muffins. Marilyn Knapp won a gift for Best Presentation and Chelsea Moreland won the Librarian's Choice (gift) for her Rhubarb Muffins with Streusel Topping. The prizes and money were donated by the Friends of the Library

The Splatter Screen Craft was cancelled from an earlier date because of a snow day but was held on October 21<sup>st</sup>. They turned out really cute.

We held a Pumpkin Picture Paint & Sip @ the Museum on Friday October 12<sup>th</sup>. Talented Shanna led us in instruction. Everyone had a blast. We will be doing another in December. Also, I want to note that Korina at the Museum is a big supporter of the Library and wants to work together on Programs. So we are excited to have her on board.

Friends of the Library held a meeting on Monday Nov 1<sup>st</sup>. They are purchasing books for Shanna to give to the kids that read 1000 books before Kindergarten and also make a donation to the GHCC for use of the gym for our 5 mile exercise program. They are preparing for their Christmas Silent Auction.

Book Discussion was also on Nov 1<sup>st</sup> and the book, "The Book Woman of Troublesome Creek" by Kim Michele Richardson was discussed.

Nancy attended board meeting in Sundance. Still doing Stronger Senior Exercise every morning Monday thru Friday, 5 mile Exercise every Monday and Thursday night and Movies every Tuesday afternoon.

Shanna and Nancy both attended the CPR training in Moorcroft and participated in the Snapshot Day

with the State Library.

Shanna is busy reading at the school Mon – Thurs, the Daycare every Thursday and Crafts with kindergarten and 1<sup>st</sup> grade once a month. The kids are just loving her Storytimes. She put on a great Halloween Program.

We are just continuing our ever busy schedule in November and having no additional programs as we are trying to catch up with cleaning, weeding, painting etc. We have had a few patron's suggest programs and are scheduling them for the New Year.

### Sundance Branch report

#### Youth news:

- The Storytime themes for this month are "N is for Noise & November", "T is for Thanksgiving", and "Veterans". The Veterans Storytime will be at 10 a.m. on November 17. Gay Roberts Arnold and Sandra Breier will be reading their book, "Cadence Counts with the Amazing C-130 Hercules", and local veterans will be available to answer questions.
- Maker Friday on October 22 had eleven kids come and learn about TinkerCad on the computer so they can design items to make on the 3D printer. There are several more lessons the kids will go through, and then they'll be able to start designing items. Once the TinkerCad lesson was over, the kids were able to free make. It's great seeing all of their creativity! The next Maker Friday will be on December 3.

#### Adult news:

- Tyler Lindholm and Ogden Driskill will discuss Blockchain in Wyoming on Friday, November 19, at 7 p.m.
- The Adult Craft on October 18 had 16 people. The next Adult Craft is on Monday, November 15. Participants will be making a Light-Up Nativity Scene. The class limit of 15 people was met by Wednesday morning (two days after the craft was announced!) so now Carrie is taking names for the waiting list, in case anyone cancels.
- Our Holiday Open House will be on Friday, December 3. Ted Hohenstein will be playing Christmas music in the afternoon, and we'll have hot chocolate, coffee, cider, and lots of homemade goodies for patrons to enjoy.
- The Friends of the Library met November 2. They will be decorating the Library for Christmas on November 30 and will prepare individually wrapped goodies for our Open House.

Displays: Jean Adams' bird collection in both display cases. If anyone has a collection they'd like to share, please let me know!

Jill and I participated in this year's Trunk or Treat on Saturday, October 23. We decorated Jill's car as a Haunted Library and gave out candy to lots of kids. We had a lot of fun, and it's a great way to get the Library out in the community!

I attended the Sundance Chamber Meeting on October 19. They are looking for someone to take over Winterfest. If no one steps forward, the event will be permanently cancelled.

#### Webinars:

Kim: Booklist's "Must-Read Mysteries" 1 hour webinar on October 19.

### Board Member report:

There are some real advantages to living in a small town. One patron left a handmade Father's Day card, used as a book mark in a book that had been returned to the Sundance Library. When a second patron checked out the same book, the patron gave the card to Kim who went directly to the first patron and returned the card. Thank you, Kim.

Old Business:

A. Sign the revised Library By-Laws—These were formally approved at the October meeting and needed signatures from the board members.

B. Close the public hearing and vote on revisions to the library-use policy—The public hearing closed at 1:41 p.m. with no comments. Beth moved, and Criss seconded a motion to accept changes made to the Library Use Policies. Motion carried. A clean copy of the policies will be distributed at the December meeting.

New Business:

A. Discuss Community Collaborations—Librarians and board members discussed the community collaborations in each community and throughout the county. Among the collaborations, we discussed were the backpacks for Keyhole State park which will be available for a two week check out by patrons. Also available for check out will be/are sensory kits with games, puzzles, and manipulative fidgets. This was especially appealing to the long term care facility and assisted living. Pam's involvement with West Texas Trails Museum and the city of Moorcroft, and librarian involvement in Chamber of Commerce meetings was also highlighted.

B. Review the strategic plan—This is an annual review. We are in the middle of a five year plan. Moorcroft has received solid maple book shelving to replace the metal shelving. Still in discussion in Moorcroft is moving the library. This idea is contingent upon the city hall offices being relocated. The Library Foundation is willing to spend money for renovation and has an idea of how this might be a possibility. Issues of handicap accessibility is still ongoing with progress being slow. Also discussed were : more programming for teens, 3-D printers, updated computers for each library, reactivating Moorcroft Friends of the Library, and the salary schedule being discussed by the county commissioners.

Review Yearly Calendar:

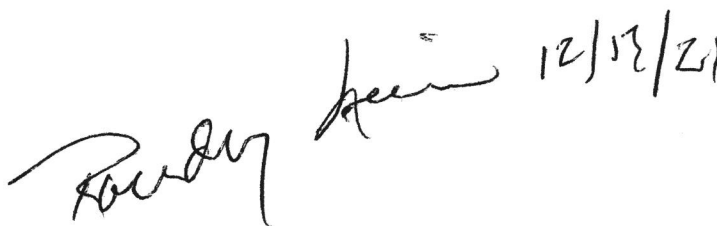
December—Christmas events: Sundance Library Open House will be December 3 and and entry will be in the Light Parade that evening. Moorcroft offers decorated Christmas cookies to patrons, and Hulett will have an Open House on December 16 and a city Light Parade on Wednesday.

Adjournment: The regular meeting of the CCLB adjourned at 2:06 p.m. to go into executive session to discuss a personnel issue. After executive session adjourned at 2:15 p.m. on Thursday, November 4, 2021, the regular meeting adjourned.

Next regular meeting: Thursday, December 9, 2021, Hulett at 1:00 p.m

Respectfully submitted,

Elizabeth Kreuter



Elizabeth Kreuter 12/17/21