

**MEETING OF THE NATRONA COUNTY  
PUBLIC LIBRARY BOARD  
FEBRUARY 8, 2017**

*The meeting was called to order at 5:05pm by President Hampton O'Neill*

**MEMBERS PRESENT:** *Kate Sarosy, Linda Nix, Hampton O'Neill  
Shannon Dutcher, Kyle True*

**ALSO PRESENT:** *Lisa Scroggins, Executive Director  
Kate Mutch, Public Services Administrator  
Greta Lehnerz, Business Manager  
John Lawson, Natrona County Commissioner  
Heather Duncan-Malone, County Attorney  
Beth Worthen, Library Foundation  
Sherry Good, Friends of the Library  
Craig Collins, City of Casper  
Shawn Houck and Kurt Box, Adbay  
Katelynd Faler, Guest*

**APPROVAL OF AGENDA**

*It was moved to approve the agenda. (True/Sarosy); motion carried.*

**PUBLIC COMMENTS**

*None*

**DISPOSITION OF MINUTES FROM THE JANUARY 11, 2017 MEETING**

*It was moved to approve and file the minutes for the January 11, 2017 meeting.  
(Sarosy/True); motion carried.*

**FINANCIAL REPORT**

*It was moved to approve the Financial Report and payment of January 2017 bills.  
(Sarosy/Dutcher); motion carried.*

**NCPLF AWARENESS CAMPAIGN PERCEPTION STUDY**

*Shawn Houck and Kurt Box of Adbay presented the perception study comparing the survey done in 2015 to the one just completed in 2016. The survey was promoted on Facebook and linked to SurveyMonkey. Results of the survey were favorable with positive increases in the areas identified as the goals of the awareness campaign. They are working on the 2017 campaign which will include using Facebook Live to promote computer classes, programs and special events. They will also use digital targeting for the current audience of men.*

**COMMISSIONER'S REPORT**

*John Lawson reported that a woman attended the Commissioners meeting last night and expressed concerns she has about the womens restroom at the public library. He*

*provided a copy of the recording to the library prior to the board meeting. The Director called the patron and left a message and will followup on her concern.*

### **DIRECTOR'S REPORT**

*Patty Still was named employee of the month for February 2017.*

*In mid-October the library submitted a grant application to the Recreation Joint Powers Board in the amount of \$40,000 for the summer reading program. Their board met in January and made some awards but has requested the library do a full presentation at their next meeting on April 7.*

*We have almost reached fulfillment of our obligation of services under the NCSD #1 Discover programs presented at the schools. We have received payment for three of the quarters. We will bill quarter four as soon as we meet our performance requirements which will be in early March. I have visited with NCSD representatives and we will likely continue to provide services on a pay-as-you-go basis after that.*

*The Director reported the Wyoming Library legislative reception was well attended by both librarians and elected officials.*

*The library will be closed February 20 for Presidents' Day.*

*The Director has spoken with G4S to retain additional security for the weekend leading up to and on the day of the eclipse in August as crowds are projected to be massive.*

### **FRIENDS OF THE LIBRARY**

*Sherry Good reported the Friends annual meeting will be February 15 and Board members planning to attend are encouraged to RSVP as dinner will be served. All Friends volunteers are invited to attend and the meeting will be held at the 12/24 Club. This year's annual report will be available at the meeting.*

*Sherry invited the Board to tour the Friends area to see the repurposed shelving and reorganization of the area.*

### **FOUNDATION REPORT**

*Beth Worthen reported the state match for Natrona and Converse County has been met. The Foundation has entered into an agreement with the Sweetwater County Library Foundation. They are a 1 to 1 library so the Foundation will be matched \$.50 on the dollar.*

*Beth and Lisa have been working with Anders Dahlgren on the Facility Needs Assessment and copy should be available in about two weeks for the Board to review.*

### **OLD BUSINESS**

*None*

### **NEW BUSINESS**

*The Board discussed the policy update suggestion to the 'Vulnerable Patron Policy'.*

The Board agreed to defer action on the policy to next month's meeting.  
The Board agreed it would be a good idea to look at the policies every two years.

**ADJOURNMENT**

The meeting was declared adjourned at 6:20pm.

Barry

Shannon Dutcher

[Signature]

John P. May