

**MEETING OF THE NATRONA COUNTY LIBRARY BOARD  
FEBRUARY 13, 2019**

*The meeting was called to order at 12:06 pm by President Hampton O'Neill.*

**MEMBERS PRESENT:** *Kate Sarosy, Shannon Dutcher,  
Hampton O'Neill,*

**MEMBERS ABSENT:** *Kyle True, Linda Nix*

**ALSO PRESENT:** *Lisa Scroggins, Executive Director  
Kate Mutch, Assistant Director  
Greta Lehnerz, Business Manager/Human Resources  
Nathan McGregor, Public Relations and Marketing  
Jim Milne, Natrona County Commissioner  
Scott Jones, Casper Police Department  
Sherry Good, Friends of the Library  
Beth Worthen, Natrona County Library Foundation*

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS**

*None*

**DISPOSITION OF MINUTES FROM THE JANUARY 9, 2019 MEETING**

*It was moved to approve and file the minutes for the January 9, 2019 meeting.  
(Sarosy/Dutcher); motion carried.*

**FINANCIAL REPORT**

*It was moved to approve the Financial Report and payment of January 2019 bills.  
(Dutcher/Sarosy); motion carried.*

**COMMISSIONER'S REPORT**

*Commissioner Milne informed the Board the Republican Party has chosen three candidates to fill the vacant commissioner position. The commissioners will interview the candidates and fill the position at the February 19, 2019 BOCC meeting.*

**DIRECTOR'S REPORT**

*The Director shared the need for NCL Board to revise the current Patron Confidentiality policy so it conforms with current law. She became aware of the need to update this policy after a discussion with Sergeant Scott Jones of the Casper Police Department questioned access to video security footage caused her to research current laws and ALA recommendations. She discovered the ALA position on security camera footage has changed since the policy was last updated, and consulted with Natrona County Attorney Eric Nelson regarding the legality of our current policy. She also talked with State*

*Librarian Jamie Markus and all agreed the policy should be updated to allow law enforcement immediate access for illegal activity in and around the library. The Director has drafted an updated policy and is waiting for input from the County Attorney Nelson. She hopes to present it for approval at next month's meeting.*

*The Director informed the Board the Creation Station will be featured in the Wyoming Community Foundation's Annual Report.*

*The Director is working on an orientation schedule for all newly elected officials, and hopes to conduct those in the next few months.*

*Facility upgrades funded with county facility funds are continuing. The glass door frames leading in the Teen Zone have been removed, and carpet replacement on the first floor will begin Sat., February 16, with expected completion by Tues., February 19.*

*The Director called attention to a few programs: A Teen Anime Club was added as part of young adult outreach, and 20 teens attended the first program. Adult Services has scheduled several programs with Wyoming Game and Fish. Library staff recently partnered with Central Wyoming Hospice and Transitions and is offering a book club dealing with death and dying.*

#### **FOUNDATION REPORT**

*Beth Worthen reported the annual appeal campaign exceeded last year's amount.*

*The awareness campaign is continuing to use billboards, movie theater ads and radio ads featuring transformative stories from library patrons.*

*Kyle True and Shannon Dutcher will attend the March meeting.*

#### **FRIENDS OF THE LIBRARY REPORT**

*Sherry Good reported the first pickup from Thrift Books is scheduled for today.*

*The Friends of the Library's Annual Meeting will be held February 20 at 5pm. at the Grab and Go Gourmet. All Trustees are invited to attend. Kate Sarosy and Hampton O'Neill indicated they plan to attend. Kate Mutch and Greta Lehnerz will attend on behalf of the Library. The Friends will hold their annual election of officers and also approve their budget at this meeting.*

#### **OLD BUSINESS**

*The Grievance Policy is tabled indefinitely pending revision suggestions from County Attorney Nelson.*

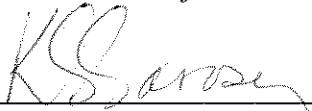

*An inventory of Natrona County Library property located at the Mills Branch Library has been completed and will be given to Eric Nelson to forward to the Town of Mills attorney. NCL staff will remove all county property by March 29 and a final walk through of the property will be completed on that date with representatives from both the Library and the Town of Mills.*

**NEW BUSINESS**

*The Director, Kate Mutch and Lee Tschetter met to discuss the bookmobile selection process. A copy of the meeting notes were given to the board.*

**ADJOURNMENT**

*It was moved to adjourn the meeting at 1:20pm. (Dutcher/Sarosy); motion carried.*

  
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