

**MEETING OF THE NATRONA COUNTY LIBRARY BOARD  
MAY 11, 2022**

*The meeting was called to order at 12:00 pm by President Alaina Hall.*

**MEMBERS PRESENT:** *Cathi Carr, Chris Mullen, Vickie Cawthra,  
Alaina Hall, Mike Stepp*

**ALSO PRESENT:** *Lisa Scroggins, Director  
Kate Mutch, Assistant Director  
Greta Lehnerz, Business Manager/Human Resources  
Dave North, Natrona County Commissioner  
Beth Worthen, Library Foundation  
John Griffith, Library Foundation*

**APPROVAL OF AGENDA**

*It was moved to approve the agenda. (Carr/Mullen); motion carried.*

**PUBLIC COMMENTS**

*Alaina Hall reached out to the Casper Police Department concerning suspicious activity she observed in library parking lot. The department agreed to increase patrolling around the library.*

**DISPOSITION OF MINUTES FROM THE APRIL 13, 2022 MEETING**

*It was moved to approve and file the minutes from the April 13, 2022 meeting. (Carr/Cawthra); motion carried.*

**FINANCIAL REPORT**

*It was moved to approve the Financial Report and payments for April 2022 bills. (Carr/Stepp); motion carried.*

**COMMISSIONER'S REPORT**

*Commissioner North congratulated the library on the Community Partner of the Year Awarded from the Casper Area Chamber of Commerce. He also congratulated Mike Stepp on the Member of the Year award presented to Donells Candies.*

*The Commission is continuing to work on county budgets. Budgets will be finalized the first week of July. Building costs for planned county projects have increased substantially which will determine which projects can be completed.*

**DIRECTOR'S REPORT**

*The Director is waiting for guidance from our County Attorney regarding the possibility of implementing a "No loitering outside the library" zone as a way to address security issues in our parking lot and surrounding areas.*

*Chris Mullen asked about signage with the library's Code of Conduct. The Director is working with Department Heads and signage will be available soon.*

*As people look for quiet, safe, private spaces for 1:1 counseling, they are starting to use the children's hallway because we don't have enough small meeting rooms. This is troubling for two reasons: First, many are not quiet and are counseling on issues that children shouldn't need to hear (we ask them to move); Second, while adults without children are welcome, they are also one of the 'red flags' we train staff to watch for in the children's area.*

*Due to lack of storage space, we closed off access to two complete rows of shelving in the Friends area to store almost 70 boxes of Wyoming Reads bags.*

*The library was awarded the Casper Area Chamber of Commerce's Community Partner of the Year at their EBBIE Awards Banquet on 5/4/22. This is like an informal assessment of the library's relevance and impact to our community, which reflects a high rating. The Director provided chips & queso and other non-food items to thank the staff for their excellent customer service.*

*The library was contacted by the Casper Community Tennis Group about providing tennis rackets and balls for check out to the public. Several sets for adults and youth have been added the new 'Library of Things.'*

*The Director will be out of the office May 13 through May 18.*

#### **FOUNDATION REPORT**

*Beth Worthen and John Griffith reported there are no updates from the Foundation. They are still in budget mode and will have a finance report at next week's Foundation meeting.*

*Mike Stepp and Chris Mullen will attend the May 17 meeting.*

#### **FRIENDS REPORT**

*Cathi Carr reported the Friends raised over \$9400 at the book sale. Their next sale will be June 9 – 11 and it will be a bag sale. The Friends also donated over 350 items to local charities, schools etc.*

*Chris Mullen asked about the progress of the Friends working on building a team of advocates. The Director stated the Friends have provided the organizational structure, and that the WLA EveryLibrary campaign will launch mid-summer; however, NCL staff will be responsible for the management of the database and deploying advocates.*

*Cathi Carr will attend the May 18 meeting.*

**NEW BUSINESS**

The Board discussed the proposed One Cent Cycle #17 estimate projection. It was moved to submit the projection as is to the BOCC. (Stepp/Muller); motion carried.



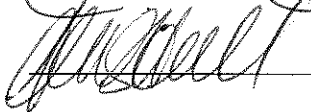
Alaina Hall and Mike Stepp indicated their desire to continue serving a second term as library trustees. It was moved to authorize the Director to send a request for reappointment to the BOCC. (Mullen/Cawthra); motion carried.

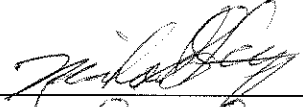
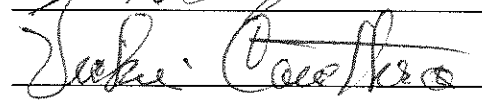
The Board discussed the patron final appeal of trespass/ban with updated information provided. It was moved to deny the appeal. (Stepp/Cawthra); motion carried.

Alaina Hall reminded the Board it is time for the Director's annual evaluation. She will email Board members with information on conducting the evaluation.

**ADJOURNMENT**

It was moved to adjourn the meeting at 12:49 pm. (Mullen/Stepp); motion carried.

  
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