

**MOFFAT COUNTY LIBRARIES BOARD OF TRUSTEES**  
**Regular Meeting – January 17, 2023**  
**Craig Branch- 4:00 p.m.**  
**Minutes**

- A. CALL MEETING TO ORDER:** Board Chair, Carol Preece called the meeting to order at 4:03 p.m.  
**BOARD MEMBERS PRESENT:** Carol Haskins, Shirley Balleck, Katie Johnston, Kathey Ogle and Michelle Reed  
**BOARD MEMBERS ABSENT:** Sandra Hershiser  
**STAFF MEMBERS PRESENT:** Marla Stepheson
- B. INTRODUCTION OF GUESTS:** None
- C. PUBLIC COMMENT:** None
- D. CONSENT AGENDA:**
- a) **APPROVAL OF MINUTES**
  - b) **TREASURE’S REPORT**  
BANK OF COLORADO MEMORIAL ACCOUNT STATEMENT
  - c) **BRANCH REPORTS**  
DAILY CASH LOG  
COMPUTER CENSUS  
DINOSAUR BRANCH REPORT  
MAYBELL BRANCH REPORT
- Carol Haskins moved to approve the consent agenda for December. Shirley Balleck seconded the motion. Motion carried.
- E. CHAIR REPORT:** Board Chair, Carol Preece welcomed our newest board member Michelle Reed and gave an update on the City Market donations received.
- F. LIBRARY MANAGER REPORT:** See attached report written and presented by Library Manager, Keisha Bickford.
- G. FRIENDS OF THE LIBRARY UPDATE:** None
- H. UNFINISHED BUSINESS:**  
STRATEGIC PLANNING (COMMUNITY SURVEY): Discussion on the next steps of distributing the survey to the community. Keisha Bickford will meet with the newspaper for an article about strategic planning and the community survey. The flyers are ready for distribution in English and Spanish. The library will put them up in all businesses that will allow them. No motions were made.
- I. NEW BUSINESS:**  
BY-LAWS: Kathey Ogle made a motion to approve the by-laws with the correction of the Board of County Commissioners Chair person. Carol Preece seconded the motion. Motion carried.  
APPOINTMENT OF OFFICERS: Carol Haskins made a motion to keep the current officers.  
Board Chair – Carol Preece  
Board Vice Chair – Carol Haskins  
Treasurer/Secretary – Kathey Ogle  
Shirley Balleck seconded the motion. Motion carried.

MOU – COOK FORD INC.: Carol Haskins moved to approve and sign the MOU between Moffat County Libraries Board of Trustees and Cook Ford Inc. as presented. Katie Johnston seconded the motion. Motion carried.

MOU – DEPARTMENT OF HUMAN RESOURCES: Carol Haskins moved to approve and sign the MOU between the Moffat County Libraries Board of Trustees and Moffat County Department of Human Services as presented. Katie Johnston seconded the motion. Motion carried.

MOU – DEPARTMENT OF HUMAN SERVICES: Carol Haskins moved to approve and sign the MOU between the Moffat County Libraries Board of Trustees and Moffat County Human Resources Department as presented. Katie Johnston seconded the motion. Motion carried.

**J. OTHER ITEMS FOR DISCUSSION:** None

**K. ADJOURNMENT:** Kathey Ogle moved to adjourn the meeting. Shirley Balleck seconded the motion. Motion carried. Meeting adjourned at 4:40 p.m.

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Kathey Ogle, Secretary

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Date Approved

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