



LARAMIE COUNTY LIBRARY SYSTEM
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**BOARD OF DIRECTORS
MINUTES
April 26, 2016**

The Board of Directors of the Laramie County Library System met in regular session at the Laramie County Library, Cheyenne, Wyoming, on Tuesday, April 26, 2016. Khale Lenhart convened the meeting at 4:05pm. Present were directors Kevin Guille, Rachel Martinez, Juliet Daniels, Beth Howard and Ron Kailey – Ex-Officio. Also present were Carey Hartmann – Executive Director (County Librarian), Laura Block – Deputy Director, Operations and Kashawna White – Manager, Circulation & Branch Services.

- 160426:01 Beth Howard moved to approve the consent agenda (April expenditures totaled \$414,387.39). The motion was seconded. The motion carried.
- 160426:02 Juliet Daniels moved to approve recommended policy changes. The motion was seconded. The motion carried.
- 160426:03 Beth Howard moved to forward the draft budget for FY 17 to the County Commissioners and County Clerk's office. The motion was seconded. The motion carried.
- 160426:04 Juliet Daniels moved authorize Carey Hartmann, Executive Director (County Librarian) to sign the contracts for the Music Festival (John Jorgenson Quintet, High Plains Tradition & Sonic Escape). The motion was seconded. The motion carried.

The meeting adjourned at 5:26pm.


Laura M. Block
Deputy Director, Operations

BOARD OF DIRECTORS

March 29, 2016

Notes

Presentation from Kashawna White – Manager, Circulation & Branch Services

Circulation & Branch Services is the largest division in the organization. Kashawna supervises, either directly or indirectly, 20-26 people at one time in 3 different locations. Kashawna has worked in making the Branches more efficient and able to provide the same level of service as in Cheyenne. This has made the Branches a more cohesive part of LCLS. Kashawna has taken on managing the magazine subscriptions. Currently we have over 270 print subscriptions as well as numerous Zinio subscriptions (e-magazines). Kashawna's favorite part of the job is collection development. She is the main point of contact with the State Library regarding WYLD issues.

Consent

Beth Howard moved to approve the consent agenda (April expenditures totaled \$414,387.39). The motion was seconded. The motion carried.

Unfinished Business

Public Hearing – Public Policy Changes

Recommended changes to public policies were available for the 45 day public comment period. Carey received one positive comment during this time.

Juliet Daniels moved to approve recommended policy changes. The motion was seconded. The motion carried.

FY 2017 Draft Budget

The draft budget is basically the same as last month with the exception of the year-end figures. The board must approve a draft budget that is out of balance to be sent to the County Commissioners and County Clerk's office no later than May 1st.

Beth Howard moved to forward the draft budget for FY 17 to the County Commissioners and County Clerk's office. The motion was seconded. The motion carried.

Health Insurance

A letter was sent to the County Commissioners requesting a meeting to discuss the library joining the County's health plan. The meeting is set for May 17th. Khale, Carey, Laura and Dianna Madvig (Insurance Consultant) will attend.

Other

Music Festival

We are gearing up for the Music Festival that will be held in September and are in the process of negotiating performer's contracts. To expedite the process, Carey requested

authorization to sign contracts for the John Jorgenson Quintet, High Plains Tradition and Sonic Escape when negotiations are complete. All contracts will be reviewed and approved as to form from the County Attorney's office.

Juliet Daniels moved authorize Carey Hartmann, Executive Director (County Librarian) to sign the contracts for the Music Festival (John Jorgenson Quintet, High Plains Tradition & Sonic Escape). The motion was seconded. The motion carried.

Reports

County Librarian's Report

We are holding on site interviews for the Deputy Director, Public Service position on May 3, May 5 and May 12. The three candidates have varying qualifications but each have something valuable to bring to the table.

Converse County has agreed to partner with the Foundation for the endowment match from the State.

Meeting dates and locations

May 24, 4:00 pm, regular meeting, Laramie County Library, Coneflower Room

June 28, 4:00 pm, regular meeting, Laramie County Library, Coneflower Room