



**BOARD OF DIRECTORS
MINUTES
July 24, 2018**

The Board of Directors of Laramie County Library System met in regular session at the Laramie County Library, Cheyenne, WY on Tuesday, July 24, 2018. Kevin Guille convened the meeting at 4:00 p.m. Directors Joe Bonds, Sharon Fain; Khale Lenhart; Juliet Daniels and Linda Heath (ex-officio) were present. Also present were Carey Hartmann, Executive Director (County Librarian); Laura Block, Deputy Director, Operations; Jeff Collins, Deputy Director, Public Service and Bruce Thomson, Foundation Director.

- 180724:01 Joe Bonds moved to approve the consent agenda. (July expenditures totaled \$374,359.23). The motion was seconded. The motion carried.
- 180724:02 Khale Lenhart moved to approve the budget amendment as discussed. The motion was seconded. The motion carried.
- 180724:03 Juliet Daniels moved to approve the recommended policy changes. The motion was seconded. The motion carried.
- 180724:04 Joe Bonds moved to approve the contract with Lyngsoe. The motion was seconded. The motion carried.
- 180724:05 Joe Bonds moved to the following slate of officers for fiscal year 2019.

Chair – Juliet Daniels
Vice-Chair – Sharon Fain
Secretary – Joe Bonds
Treasurer – Khale Lenhart

The motion was seconded. The motion carried.



Laura M. Block
Deputy Director, Operations

CONSENT

Joe Bonds moved to approve the consent agenda. (July expenditures totaled \$374,359.23). The motion was seconded. The motion carried.

UNFINISHED BUSINESS

Budget amendment for FY 19

We were able to complete the year-end figures for FY 18. This primarily affected the cash carry over and cash reserve amounts used to balance the budget. We received notification that an invoice for the quarterly HVAC contract wasn't paid in FY 18. Therefore, the prior year carryover amount in account 830-000 will need to be increased by \$8,000 from the draft amendment presented in the packet.

Khale Lenhart moved to approve the budget amendment as discussed. The motion was seconded. The motion carried.

Public Policy Changes

We haven't received any comments regarding the recommended changes to public policy that were in the 45 day comment period.

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

NEW BUSINESS

Contract for Sort System upgrade

The contract with Lyngsoe has been approved as to form with the County Attorney. It will take approximately four months after the contract is signed for the work to begin. We will need to meet with FCI and Tobin & Associates to review the changes due to the elimination of one outside library mate.

Joe Bonds moved to approve the contract with Lyngsoe. The motion was seconded. The motion carried.

Election of Officers

Joe Bonds moved to the following slate of officers for fiscal year 2019.

Chair – Juliet Daniels

Vice-Chair – Sharon Fain

Secretary – Joe Bonds

Treasurer – Khale Lenhart

The motion was seconded. The motion carried.

REPORTS

Foundation Director

Elizabeth Colvin has been hired as the new Foundation Assistant. The Foundation is currently working with Front Range Source on a case statement. The case statement will provide tools to ensure there is a unified message with the Foundation and System. The campaign celebration is scheduled for August 9th at the Country Club. The Bash is scheduled for October 19th.

Meeting dates and locations

August 28, 4:00 p.m., regular meeting, Laramie County Library, Coneflower Room

September 25, 4:00 p.m., regular meeting, Laramie County Library, Coneflower Room