



**BOARD OF DIRECTORS  
MINUTES  
August 28, 2018**

The Board of Directors of Laramie County Library System met in regular session at the Laramie County Library, Cheyenne, WY on Tuesday, August 28, 2018. Juliet Daniels convened the meeting at 4:05 p.m. Directors Sharon Fain; Khale Lenhart; Kevin Guille 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; Bruce Thomson, Foundation Director; Susan Parkins, Outreach Senior Specialist and Jamie Markus, Wyoming State Librarian.

- 180828:01 Khale Lenhart moved to approve the minutes for July 24, 2018. The motion was seconded. The motion carried.
- 180828:02 Kevin Guille moved to approve the August expenses. (August expenditures totaled \$468,283.05). The motion was seconded. The motion carried.
- 180828:03 Khale Lenhart moved to enter executive session at 5:04pm. The motion was seconded. The motion carried.

The purpose of the executive session was to discuss personnel issues.

Executive session ended at 5:09pm and the meeting was adjourned.



Laura M. Block  
Deputy Director, Operations

## BOARD OF DIRECTORS

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Notes

### **Presentation by Jamie Markus – Wyoming State Librarian**

Jamie provided each board member with a copy of the 2018 Wyoming Library Laws handbook. The statutes in the handbook are extracted, and are not printed in their entirety. The State Library is available to answer any questions you may have but, please direct any questions you may have to the County Librarian first. The Library Board is responsible for the library budget, setting policy and hiring the County Librarian. The board must provide an annual financial and report to the County Commissioners and State Library and keep records of its proceedings. The State Library requests each library to complete the annual budget survey, which satisfies the annual financial report requirement. The State Library also requests each library to complete the Public Library Survey each year, which satisfies the operational statistical report requirement. The Library Board also has the authority to own property.

The State Librarian responsibilities include library development for all libraries in Wyoming (23 county library systems with 78 outlets, 15 special libraries, 350 school libraries and 11 academic libraries). The State Library also maintains a physical collection of state publications.

### **Presentation by Susan Parkins – Outreach Senior Specialist (Reports to Beth Cook, Manager of Youth & Outreach Services)**

Susan provides services to the rural areas of the county via the bookmobile and services to those patrons who are not able to leave their homes to come to the library. Susan is also the Vice President/President Elect of the Association of Bookmobile and Outreach Services.

## **CONSENT**

*Khale Lenhart moved to approve the minutes for July 24, 2018. The motion was seconded. The motion carried.*

*Kevin Guille moved to approve the August expenses. (August expenditures totaled \$468,283.05). The motion was seconded. The motion carried.*

## **NEW BUSINESS**

### **5<sup>th</sup> Penny Tax**

The 5<sup>th</sup> penny tax will be on the November 6<sup>th</sup> ballot. The library uses these funds to purchase materials, supplies needed to prepare the materials for the public and the WYLD User fees. Being a member of WYLD (Wyoming Library Databases) allows us to purchase and share electronic resources that we wouldn't be able to purchase on our own.

## **OTHER**

The board will schedule a retreat, for planning purposes, in October or November.

Carey received a challenge to a children's book in the Pine Bluffs library. The patron believes the book should be removed. Carey will search for reviews of the book and talk to Beth Cook, Manager of Youth & Outreach Services before making a decision to remove the book.

Court Schilt was able to find someone to purchase the old phone system. We will be receiving \$600 for selling the older equipment.

Carey will be out of the office for much of October.

## **REPORTS**

### **Foundation Director**

The Foundation is gearing up for the Bash. Sponsor tables are not being reserved at the same rate they have been in the past. The Foundation is still looking for a big ticket item for the live auction.

### **Meeting dates and locations**

September 27, 5pm, regular meeting, Burns Branch Library, Burns Wyoming

October 23, 4pm, regular meeting, Laramie County Library, Coneflower Room