BOARD OF DIRECTORS  
December 3, 2019 4pm (November 2019 regular board meeting)  
AGENDA  

Presentation by Lori Lewis, Circulation Services Assistant Manager/Reader’s Advisory Librarian  

Consent  
1. Approval of Minutes for October 22, 2019*  
2. Approval of expenditures for November 2019  

Action  
Unfinished Business  
1. Report on service to military*  
2. Narcan Policy*  
3. PLA attendance by board – December 20, 2019 deadline  
   https://www.placonference.org/at_a_glance.cfm  
4. Other  

New Business  
1. OfficeScapes Agreement and Addendum*  
2. 7th Penny for Economic Development – Forward Greater Cheyenne  
3. Board Retreat Date  
4. Other  

Reports*  
• County Librarian’s Report  
• Deputy Director, Operations’ Report  
• Deputy Director, Public Service’s Report  
• Foundation Director’s Report  
• Collection HQ Report  
• Financial Report for October 2019  
• Balance Sheet for October 2019  
• Personnel Changes  

Meeting and Events Dates and Location  
• December - no regular board meeting– approval of December expenses will be done electronically and ratified at the January 2020 meeting  
• Tentative – Tuesday January 28, 2020, 4:00 pm, regular meeting, Laramie County Library, Coneflower Room
• Tentative – Tuesday February 25, 2020, 4:00 pm, regular meeting, Laramie County Library, Coneflower Room

Library Events – all events at Cheyenne library unless otherwise noted
• Strings Concert at Napoli’s Tuesday, December 3 7–8:30pm – off site music program at Napoli’s
• Ernest Hemingway: An Exploration of Life and Stories Thursday, December 5 6–7:30pm - part of the One Book Wyoming statewide program
• Business Tax Preparation & IRS Problem Solving Wednesday, December 11 6–7pm
• Holiday Hoopla! Tuesday, December 17 4–5pm Pine Bluffs Branch Library
• Holidays Around the World Celebration Friday, December 20 2–3:30pm Burns Branch Library
• Family Book Swap Saturday, December 21, 3–4pm
• New Year’s at Noon Tuesday, December 31, 10:30am–12:30pm
• *RSVP Required New Year’s at Noon Sensory Drop Tuesday, December 31,11:45am–12:15pm
• January – no information available at time of report

Executive Session

Adjourn
*supporting documentation included