



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