



LARAMIE COUNTY LIBRARY SYSTEM

2200 PIONEER AVENUE, CHEYENNE, WY 82001-3610

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## BOARD OF DIRECTORS

### MINUTES

APRIL 25, 2023

The Board of Directors of Laramie County Library System met in regular session at the Laramie County Library on Tuesday, April 25, 2023. Elizabeth Dillow convened the meeting at 4:00 p.m. Directors Robert Dickerson, Stacia Berry, and Steven Leafgreen were present. Also present were Carey Hartmann (Executive Director), Laura Block (Deputy Director of Operations), Beth Cook (Deputy Director of Public Service), Kristi Wallin (Development Director/Foundation Director), Blithe McAndrew, (Executive Coordinator), Mike Kamber (Information Technology Services Manager), and Paul Howard, Laramie County Library Foundation Board of Directors.

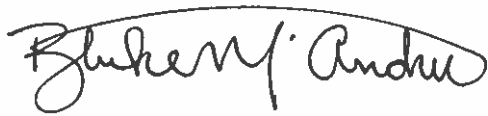
- 230425:01 Robert Dickerson moved to approve the consent agenda. The motion was seconded. The motion carried.
- 230425:02 Robert Dickerson moved to approve the policy changes as presented with exception of the code of conduct section. The motion was seconded. The motion carried.
- 230425:03 Stacia Berry moved to approve the draft budget as presented. The motion was seconded. The motion carried.
- 230425:04 Steven Leafgreen moved to approve the contract with Hoopla Services as presented. The motion was seconded. The motion carried.
- 230425:05 Stacia Berry moved to not reinstate Ernest Bedford due to the violent nature of verbal threat and public intoxication. The motion was seconded. The motion carried.
- 230425:06 Robert Dickerson moved to enter Executive Session at 5:16 pm. The motion was seconded. The motion carried.

The purpose of the Executive Session was to discuss personnel issues.

Executive Session ended at 5:37 pm.

- 230425:07 Robert Dickerson moved to appoint Laura Block, Beth Cook, and Kristi Wallin to the Executive Director Search Committee. The motion was seconded. The motion carried.

The meeting adjourned 5:37pm.

A handwritten signature in black ink, reading "Blithe McAndrew". The signature is written in a cursive style with a large, sweeping initial "B" and "M".

Blithe McAndrew  
Executive Coordinator

BOARD OF DIRECTORS  
NOTES  
April 25, 2023

**Presentation by Mike Kamber, Information Technology Services Manager**

Mike provided an overview of IT Services, including support provided to staff and patrons, maintenance, and major projects.

**Consent**

The consent agenda consisted of:

1. Approval of Minutes for April 5, 2023
2. Approval of Expenditures for April 2023

***Robert Dickerson moved to approve the consent agenda. The motion was seconded. The motion carried.***

**Action**

**UNFINISHED BUSINESS**

**Public Policies Under 45 Day Comment Period**

Five public comments were submitted via email. A hearing for public comment was opened at 4:25 pm. No additional public comments were received. The hearing was closed at 4:26 pm.

***Robert Dickerson moved to approve the policy changes as presented with exception of the changes to the code of conduct section. The motion was seconded. The motion carried.***

**Public Policies Follow Up From County Attorney**

No follow up has been received from County Attorney Mark Voss. No action taken.

**FY24 Budget**

The board discussed the placement of the Social Worker/Community Advocate line item.

***Stacia Berry moved to approve the draft budget as presented. The motion was seconded. The motion carried.***

**Web Design Update**

The board discussed the postponement of the web design update until next year in order to allow the incoming library director to be part of the project. The web design update will be included in the FY25 budget. No action taken.

**Other**

None.

**NEW BUSINESS**

**Contract- Hoopla Services**

The board reviewed the contract for Hoopla streaming media services.

***Steven Leafgreen moved to approve the contract with Hoopla Services as presented. The motion was seconded. The motion carried.***

#### **Request for Reinstatement**

The board reviewed Ernest Bedford's request for reinstatement.

***Stacia Berry moved to not reinstate Ernest Bedford due to the violent nature of verbal threat and public intoxication. The motion was seconded. The motion carried.***

#### **Other**

None.

#### **Reports**

The board reviewed the following reports:

- Executive Director (County Librarian) – Nothing to add.
- Deputy Director of Operations – The water heater has a leak and needs to be replaced at an estimated cost of \$8,000-\$14,000 plus labor. An electrical component in one of the public elevators has failed. The repair is assumed to be under contract but may be an additional expense. Laura Block and Beth Cook will attend the Public Library Safety and Security Summit in Columbus, OH this week.
- Deputy Director of Public Service – Wyoming Reads in May 16th. The Civic Center is not available this year and a second location for students to rotate through is being sought.
- Foundation Director – Nothing to add.
- Personnel Changes – Nothing to add.
- Financial Report – Robert Dickerson noted the variance in the budgeted amount for Maintenance Supplies. This is due to the changeover in Facilities Superintendents as well as supply chain interruptions and cost increases.
- Balance Sheet – Nothing to add.
- Fund Balance – Nothing to add.
- Library Café Financial Report – Nothing to add.
- Statistical Report – Nothing to add.

#### **Meeting and Events Dates and Location**

Tuesday, May 23, 2023, Regular Meeting, 4pm, Coneflower Room

Tuesday, June 27, 2023, Regular Meeting, 4pm, Coneflower Room

TBD - Thursday June 29, 2023, 6pm, Annual Commissioner's Budget Hearing,  
Commissioner's Board Room, 3rd Flr, Historic Courthouse

#### **Executive Session**

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Executive Session ended at 5:37 pm.

***Robert Dickerson moved to appoint Laura Block, Beth Cook, and Kristi Wallin to the Executive Director Search Committee. The motion was seconded. The motion carried.***

The meeting adjourned at 5:37 pm.