



LARAMIE COUNTY LIBRARY SYSTEM
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BOARD OF DIRECTORS
MINUTES
September 24, 2024

The Board of Directors of Laramie County Library System met in regular session at the Pine Bluffs Branch Library on Tuesday, September 24, 2024. Stacia Berry convened the meeting at 4:30 p.m. Directors Michael Pearlman, Steven Leafgreen, Robert Dickerson, Elizabeth Dillow and Buck Holmes (Ex-Officio) were present. Also present were Antonia Gaona (Executive Director/County Librarian), Laura Block (Sr. Deputy Director of Operations), Beth Cook (Deputy Director of Public Service), Amanda Turner (Laramie County Library Foundation Director) and Jesse Dorst (CMR Manager).

- 240924:01 Steven Leafgreen moved to approve the consent agenda. The motion was seconded. The motion carried.
- 240924:02 Robert Dickerson moved to approve the public policy change. The motion was seconded. The motion carried.
- 240924:03 Steven Leafgreen moved to issue the Request for Proposal (RFP) for a LCLS Strategic and Facilities Master Plan as outlined. The motion was seconded. The motion carried.

The meeting adjourned 5:30 p.m.

A handwritten signature in black ink, appearing to read 'Laura M. Block'.

Laura M. Block
Sr. Deputy Director of Operations

BOARD OF DIRECTORS
NOTES
September 24, 2024

Presentation by Jesse Dorst, CMR Manager

Jesse Dorst provided an overview of the Website and Branding Refresh projects. Both should be completed in mid-October. This will give LCLS a new look and patrons easier, quicker access to the library's website which is considered a virtual branch.

Consent

The consent agenda consisted of:

1. Approval of Minutes for August 27, 2024
2. Approval of Expenditures for September 2024

Steven Leafgreen moved to approve the consent agenda. The motion was seconded. The motion carried.

Action

UNFINISHED BUSINESS

Public Policy Change – Hours of Operation

The proposed policy change to set hours of operation administratively has been available for public comment and no comments have been received.

Robert Dickerson moved to approve the Public Policy for hours of operation as presented. The motion was seconded. The motion carried.

Wyoming Library Multi-purpose Community Facility Grant Program

LCLS received grant funding for two phases of the project, which will allow both branch library facilities to provide library services without staff present. All library facilities will have the same hours of operation. This will not affect branch staffing. Employees will continue to provide service as they do now. Service hours will be expanded to allow for patron self-service when library employees are not present. The funding has also been approved for the purchase of pick-up lockers throughout the community.

LCLS will serve as a pilot for these programs in Wyoming. The model will provide other Wyoming libraries the ability to expand services in rural locations where staffing limits services.

The request for the purchase of the building in Pine Bluffs didn't qualify for the grand funding. We are exploring other opportunities in the community.

Other

None.

NEW BUSINESS

Strategic & Facilities Master Plan

Combining Strategic and Facilities consulting services is becoming more common. The primary consultant will subcontract for services and provide comprehensive reports to assist in planning and development. Funding from ARPA funds through Laramie County will pay for these services.

Steven Leafgreen moved to issue the Request for Proposal (RFP) for a LCLS Strategic and Facilities Master Plan as outlined. The motion was seconded. The motion carried.

Reports

The board reviewed the following reports:

- Executive Director – Nothing to add.
- Foundation Director – Nothing to add.
- Personnel Changes – Nothing to add.
- Financial Report – Nothing to add.
- Balance Sheet – Nothing to add.
- Fund Balance – Nothing to add.
- Library Café Financial Report – Nothing to add.
- Statistical Report – Nothing to add.

The meeting adjourned at 5:30 p.m.

Meeting and Events Dates and Location

Tuesday, October 22, 2024, Regular Meeting, 3:30pm, Laramie County Library, Coneflower Room

Friday, October 25, 2024, Booklovers Bash, Little America Hotel & Resort, Grand Ballroom

Tuesday, November 26, 2024, Regular Meeting, 3:30pm, Laramie County Library, Coneflower Room