

Albany County Public Library Board of Directors
Regular Meeting Minutes
Monday, February 22, 2021
Laramie, Wyoming
Via Zoom

Directors present: Scott Shoop (Board Chair), Jessica Perry, Kay Cowie, Kristen Landreville. Also present: Rachel Crocker (ACPL Director), Caitlin White (ACPL Foundation Executive Director), Jennifer Curran (Albany County Attorney), Sue Ibarra (Albany County Commissioner), Dani Rasmussen (ACPL Assistant Director), Cassandra Hunter (ACPL Adult Services Librarian), Bailey Murray (ACPL Tech Services Manager), Kathy Wilhelm (ACPL Young Adult & Adult Services), Jan Guegeler (FOL Liaison), Nate Martin, Christina Lewis (Albany County HR).

Regular Meeting: 4:00pm

1. Call to order at 4:00 pm by Shoop.
2. Determination of quorum through roll call and introductions.
3. Comments from the public
 - a. Requested support for the wind project to bring county revenue.
4. Additions and deletions to the agenda.

Consent Agenda

5. Approval of the Consent Agenda
 - a. Minutes of the January 25, 2020 Regular Meeting of the Board
 - b. Budget Update (Budget vs. Actual and Balance Sheet)

Landreville moved to approve the consent agenda. Cowie seconded. All in favor, motion carried.

Reports

6. Review Checking Account and Credit Card Report
7. Receive Director's Report and Other Staff Reports-Crocker
 - a. Submitted report Community Partnership.
 - b. Asked for Bookmobile startup materials.
 - c. Vaccination request to Public Health to move staff to 1b level.
 - d. Draft calendar for the board.
 - e. Staff Q & A.
8. Receive Albany County Public Library Foundation Report-White
 - a. Replaced Cupcake Ball with Blind Date with a Book gift basket.
 - b. Joint newsletter went out, debuting Bookmobile purchase.
 - c. Changes to Declaration of Trust at next strategic planning meeting.
 - d. 18 Storywalks signs have been delivered.
9. Receive Friends of the Albany County Public Library Report-Nothing to report.
 - a. Tried personal shopper service.
 - b. Book Nook is doing well.
 - c. Hoping for usual book sales.

- d. Amazon sales have been going well.

Old Business

New Business

- 10. Present and discuss semi-annual statistics and impacts of COVID-19- Crocker
 - a. Staff presentation on ACPL Programming adjustments during COVID- Wilhelm & Hunter
 - i. Adapted to Zoom, Discord, YouTube, online book clubs, outdoor programming & outreach, take home kits, spice kits.
 - b. Staff presentation on COVID impacts on library circulation and traffic – Murray
 - i. Transitioned to Grab n Go, more holds, increase in library cards, digital materials consistent.
- 11. Discuss ideas for changes to service hours after staff vaccination are available – Crocker
 - a. Return to regular consistent times, open 6 days from 10am to 6pm - Wednesday closed.
 - b. Keep holds and Grab n Go.
- 12. Executive Session pursuant to W.S. § 16-4-405(a)(ii).
 - a. Go Into Executive Session.

Cowie moved to go into Executive Session pursuant to W.S. § 16-4-405(a)(ii). Perry seconded. All in favor, motion carried.

Returned to Regular Session at 5:15pm.

Information

- 13. Next Regular Board Meeting March 22, 2021.

Adjourn

Meeting adjourn 5:16 pm.

Minutes submitted by Jacque Graef.