Albany County Public Library Board of Directors
Regular Meeting Agenda
Wednesday, April 10, 2019
UW Office Annex, 406 S 21st St, Conf Rm 1, Laramie

Regular Meeting: 5 p.m.
1. Call to order.
2. Determination of quorum and introductions.
3. Executive Session pursuant to W.S. §16-4-405(a)(ii) & 16-4-405(a)(ix). (Board Members)
4. Go Into Executive Session. (Board Members)
5. Return to Regular Session. (Board Members)
6. Action, if needed, regarding Executive Session. (Board Members)

Reconvene: 6:30 p.m.
7. Comments from the public. (p.1)
8. Additions and deletions to the agenda.
9. Approval of the Consent Agenda.

Consent Agenda
9a. Minutes of the Regular and Special Meetings of the Board.
   Action: that the Board approves the minutes of the March 14, 2019 Regular Meeting of the Board. (pp.2-5)
9b. Budget Update
   Action: that the Board acknowledges receipt of the Balance Sheet and Budget vs. Actual Report of March 31, 2019 as prepared by the Library Administration Office and Reviewed by Tim Monroe, Board Secretary/Treasurer. (pp.6-9)

Reports
10. Checking Account and Credit Card Reports
    Action: that the Board review the Checking Account and Credit Card Reports of March 31, 2019 as prepared by the Library Administration Office and Reviewed by Tim Monroe, Board Secretary/Treasurer. (pp.10-13)
11. Director’s Report and Other Staff Reports
    Action: that the Board receives written and oral reports from Ruth Troyanek, Library Director and other ACPL staff. (pp.14-19)
12. Albany County Public Library Foundation Report
    Action: that the Board receives written and oral reports from Caitlin White, ACPLF Executive Director. (p.20)
13. Friends of the Albany County Public Library Report
    Action: that the Board receives oral report from Janet Boss, FOL Board Liaison.

Old Business
14. Set Special Meeting for a Public Hearing concerning Repeal of Personnel Policies. Present for approval, the Public Notice for Repeal of Personnel Policies. (Ruth Troyanek, Library Director) (pp.21-24)
New Business
15. Present for approval, FY20 Budget. (Ruth Troyanek, Library Director and Rachel Crocker, Assistant Library Director) (See attachments)
   Action Items:
   a. Approve rate increase(s) for Wyoming Retirement System. (p. 25)
   b. Approve consideration for Employee Handbook. (p. 25)
   c. Discuss account for personnel carryover funds. (p.25)
16. Present for approval, the Service Agreement between ACPL and Corporate Protective Services. (Ruth Troyanek, Library Director) (pp.26-28)
17. Present for approval, Policy for Legal Requests. (Ruth Troyanek, Library Director) (pp.29-32)
18. Present for approval, Memorandum of Understanding with Albany County Commissioners for WyLite Grant, pending on signatures by Albany County Commissioners. (Rachel Crocker, Assistant Library Director) (p.33-40)

19. Executive Session pursuant to W.S. §16-4-405(a)(ii) & 16-4-405(a)(ix). (Board Members)
20. Go Into Executive Session. (Board Members)
21. Return to Regular Session. (Board Members)
22. Action, if needed, regarding Executive Session. (Board Members)

Information
23. Next Board Meeting is Wednesday, May 15, 6:30 p.m. in the ACPL meeting room.