

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.

24. **Adjourn.**