

ALBANY COUNTY PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE SPECIAL MEETING  
OF APRIL 16, 2019

The Albany County Public Library Board met on April 16, 2019, (Wednesday) at 6:30 p.m. at Whiting High School for a regular meeting, with an executive session.

Present: Scott Shoop, Mike Massie, Jo-Carol Ropp, Chris Merrill, Rachel Crocker, Caitlin White (Executive Director), Jacque Graef (Administrative Specialist), Mark Anderson, Sally Oviatt, Margo, Pete Gosar.

Absent: Tim Monroe

The meeting was called to order at 6:34 p.m. by Scott Schoop.

1. Roll Call- Quorum met.
2. Public Comment: No comment

**SPECIAL MEETING**

**NEW BUSINESS**

3. FY20 Budget pp.1-16. Present for approval, FY20 Budget (pp.1-16) (Rachel Crocker, Interim Director)

Crocker provided an overview of the budget documents and narrative.

Information to be provided to County Clerk by April 30, 2019.

Library Administration to present budget to commissioners during the first week of June

**Massie moved to adopt budget as presented. Seconded by Ropp. All ayes. Motion carried.**

Action Items:

- a. Approve rate increase for Wyoming Retirement System (p.17)

**Massie moved to accept recommendation for WY retirement system. Merrill seconded. All ayes. Motion carried.**

- b. Approve consideration for Employee Handbook (p.17)

**Massie motioned for employees working 30+ hours/week to receive \$500 those working less receive \$250 for a total of \$8,500 and denote \$7,500 for salary increases. Ropp seconded. Massie and Ropp aye. Shoop and Merrill nay. Motion failed.**

**Merrill moved to adapt proposed amounts of \$1,000 and \$500 for consideration. No second. Motion failed.**

- c. Discuss account for personnel carryover funds (p.17)

**Massie moved that projected \$17,897 remaining in checking account. Merrill seconded. All ayes. Motioned carried.**

4. **Ropp motioned to open the library on Sunday, July 28 from 1-5 for Friends of the Library book sale. Massie seconded. All ayes. Motion carried.**
5. **Massie motioned to move into executive session pursuant to W.S. §16-4-405(a)(ii) & 16-4-405(a)(ix) at 7:57 p.m. Merrill seconded.**

7. Return to Regular Session 8:45 p.m.

8. Action regarding Executive Session.

**Massie moved to approve salary adjustment. Merrill seconded. All ayes. Motion carried.**

**Massie moved to authorize additional administrative support at 200 hours at \$12.00/hour. Merrill seconded. All ayes. Motion carried.**

**Massie moved to extend contract for Interim Director to Rachel Crocker at the annual salary rate of \$60,600. Merrill seconded. All ayes. Motion carried.**

**Massie moved for chairman to appoint 2 members to create a plan to present at May meeting. Ropp seconded. All ayes. Motion carried.** The chairman appointed Massie and Merrill.

**Merrill moved to reconsider earlier motion for consideration at \$500 and \$250. Massie seconded. All ayes. Motion carried.**

9. Adjourn.

Minutes submitted by Jacque Graef.