



**Official Board Minutes
February 26, 2018**

Board Members

Present: Michael Surface, Nancy Stovall and Ivy McGowan-Castleberry

Board Members

Absent: Kyle Ferris and Richard Cisneros

Library Staff

Present: Terri Lesley, Krisene Watson, Irene Alt and Anna Street

Guest

Present: Cheryl Holcomb, Gillette Area Leadership Institute (GALI) student

Michael called the meeting to order at 4:01pm at the Campbell County Public Library Board Room.

The following consent agenda items were presented to the library board:

1. Minutes – January 22
2. Financial report – January
3. Voucher registers – January 30, February 26
4. Expenditure report – January

The Board reviewed consent agenda items; after questions and discussion, Nancy made a motion to approve the consent agenda. Ivy seconded and the motion passed.

The Board reviewed and discussed capital construction budget items for FY 2018-2019. Ivy moved to approve the FY 2018-2019 Capital Construction budget request as presented. Nancy seconded and the motion passed.

Terri presented a budget request to reinstate a 20-hour Youth Services Specialist position. After questions and discussion, Nancy made a motion to approve the Additional Staffing/Hours Request, Budget Year 2018-2019. Ivy seconded and the motion passed.

Terri presented the budget request for technology items. After questions and discussion, Nancy made a motion to approve the 2018-2019 Technology Capital Request. Ivy seconded and the motion passed.

Anna Street, Circulation Services Manager, provided a brief report on how CollectionHQ software is used to manage library collections.

Terri reviewed plans for the Wright testing room remodel. A mandatory pre-bid meeting was held at Wright Branch on February 14. The bid deadline was February 21. Michaels Construction, the low bidder, was selected for the project.

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Terri reported that the libraries in Gillette and Wright will be closed for the Staff In-Service on March 9.

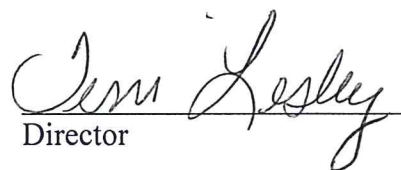
Terri reviewed sections of the Strategic Plan progress report. The Board discussed adjusting the time frame for the Library Feasibility Study, and decided to revisit timing parameters next spring.

Terri reviewed highlights from the Director's Report.

There being no further business to come before the Library Board, Michael adjourned the meeting at 5:07pm.

The next regular library board meeting, which is the quarterly meeting with County Commissioners, is scheduled for Monday, March 26, 2018, 4:00pm, Campbell County Public Library Pioneer Rooms.


Board Chair


Director