



**TETON COUNTY LIBRARY BOARD MEETING**  
**Regular Meeting Agenda**  
**Thursday, September 16, 2021 @ 8:30a.m.**  
**Teton County Library, Ordway Auditorium B, 125 Virginian Lane, Jackson, WY**

**THIS MEETING IS VIRTUAL FOR MEMBERS OF THE PUBLIC**

Zoom Link: <https://us02web.zoom.us/j/85682741299?pwd=Y29TWDJETkxJdGZma3hOZUpvUU1ROT09>

Meeting ID: 856 8274 1299    Passcode: 946934    Phone: 1-253-215-8782

- **Call to Order**
- **Adoption of Agenda**  
**Suggested Motion:** I move to approve the Agenda.
- **Public Comment**
- **Correspondence:** [Report](#)
- **Approval of Minutes:** [August 19, 2021 Regular Board Meeting Minutes](#), [August 30, 2021 Special Meeting with the BoCC](#)

**Suggested Motion:** I move to approve the minutes from the August 19, 2021 Regular Board Meeting and the August 30, 2021 Special Meeting with the BoCC

- **Consent Agenda**
  - Financial Narrative: [Staff Report](#)
  - Financial Documents: [Balance Sheet August 2021](#), [P&L August 2021](#), [August P&L Month, P&L YTD 2021](#), [Check Register August 2021](#), [Reimbursements from TCLF August, August 6, 2021](#), [Payroll, August 20, 2021 Payroll, August 23, 2021 Misc Payroll](#)

**Suggested Motion:** I move to approve the Consent Agenda for July 2021.

- **Reports**
  - [Director's Report](#)
  - [TCL Foundation Report](#)
  - [TCL Friends Report](#)
- **Board Development**
  - Quarterly Review w/ Board of County Commissioners – Summary, Next Meeting
  - TriBoard Meeting – [Summary](#), Next Meeting
  - Increase Board Diversity – Discuss Process & Desired Outcome
  - Director/Board Relationship Work Sessions – Update
  - Local Government Liability Pool – Bill Miller – Board Training
- **Guest – April Norton, Housing Director for Jackson/Teton County Affordable Housing**
  - Overview of current housing efforts/initiatives available to county/library employees

- **Facility Condition Assessment – Report by Bureau Veritas**
  - [Staff Report](#), Informational
  
- **Staff In-Service Workshop**
  - [Staff Report](#)

**Suggested Motion:** I move that the Library close from 9am-2pm on October 15, 2021 for an all-staff in-service workshop.
  
- **Conduct Future Board Meeting at Alta Branch**
  - Discuss & Set Date
  
- **Matters from Board Members, Library Staff, and Supporting Organizations**
  
- **Payment of Library Vouchers**
  - **Vouchers**

**Suggested Motion:** I move to approve the payment of library vouchers.
  
- **Executive Session**
  - **Personnel Matter**

**Suggested Motion:** I move to go into Executive Session to discuss a personnel matter in accordance with Wyoming Statute 16-4-405.
  
- **Adjourn**

**Next Board Meeting: Thursday, October 21, 2021**

**Library Board Advance Planning Calendar**

|                                    |                                                                                                                            |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| Budget                             | February – Submission to Commissioners<br>April – Meeting with Commissioners<br>June – Adoption of next fiscal year budget |
| Strategic Plan Review              | September, December, March and June                                                                                        |
| Library Director Review            | September, December, March and June (executive sessions)                                                                   |
| Library Financials Detailed Review | October, January, April and July                                                                                           |
| TCL Statistics                     | January and July                                                                                                           |
| TCL Policies Review                | September                                                                                                                  |
| IT Services Evaluation             | November and May                                                                                                           |