



TETON COUNTY LIBRARY BOARD MEETING
125 Virginian Lane Jackson, WY
Thursday, January 19, 2023 @ 9:00am

THIS MEETING IS BOTH IN-PERSON AND VIRTUAL

Zoom link: <https://us02web.zoom.us/j/85682741299?pwd=Y29TWdJkxJdGZma3hOZUpvUU1RQT09>
Meeting ID: 856 8274 1299 Passcode: 946934 Phone: 1-253-215-8782

REGULAR MEETING AGENDA

- **Call to Order**
- **Adoption of Agenda**
Suggested Motion: I move to approve the January 19, 2023 Regular Board Meeting Agenda.
- **Approval of Minutes**
 - [December 16, 2022 Regular Board Meeting - DRAFT](#)**Suggested Motion:** I move to approve the minutes of the December 16, 2022 Regular Board Meeting as presented.
- **Public Comment on Matters not on the Agenda**
- **[Correspondence](#)**
- **Consent Agenda**
 - Financial Narrative: [Staff Report](#)
 - Financial Documents: [Balance Sheet November, December; P&L November, December 2022 Expanded; P&L YTD FY23 Expanded; County Revenue Report November, December 2022; County Expenditure Report November, December 2022](#)**Suggested Motion:** I move to approve the January 19, 2022 Consent Agenda
- **Library Table/Shared Work Space Use Agreement**
 - [Staff Report](#)
 - [Use Agreement](#)**Suggested Motion:** I move that the Board approve the Use Agreement between the Library & Calico Restaurant with an effective date of January 10, 2023.
- **Teton County Policy Manual**
 - [Staff Report](#)
 - [2023 Teton County Policy Manual](#)**Suggested Motion:** I move to approve the [Resolution](#) adopting the 2023 Teton County Policy Manual except for those policies as set forth in the presented Resolution.
- **Other Reports**
 - [Director's Report](#)
 - [TCL Foundation Report](#)
 -

[TCL Friends Report](#)

- **Board Committee Reports**
 - ByLaws subcommittee - update

- **Strategic Plan Update**

- **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

Library Board Planning Calendar (guidance only)

Annual Budget Process	<ul style="list-style-type: none"> • January – Board and BCC budget guidance provided • February – Budget submission to BCC • April – Budget presentation to BCC • June – Adoption of next FY budget
New Board Member(s) Orientation	<ul style="list-style-type: none"> • July
Financial	<ul style="list-style-type: none"> • Regular Meetings – summary reports • Quarterly (Oct, Jan, Apr, Jul) – Detailed reviews • July – Presentation of new FY budget to new Board • May – End of FY forecast
Strategic Plan Review	<ul style="list-style-type: none"> • September 2023 (approx. 9 months into new strat plan) • March 2024
Library Policies Review	<ul style="list-style-type: none"> • Continuous
Library Statistics	<ul style="list-style-type: none"> • Regular Meetings – Basic monthly statistics (in Director’s Report) • Annually when State Report is submitted (date varies) • Special statistics on request
Library Director Performance Review	<ul style="list-style-type: none"> • Semi-Annually from Director’s anniversary date (July 6)