



## TETON COUNTY LIBRARY BOARD MEETING

Thursday, July 15, 2021 at 8:30 a.m.

In County Commissioners Chambers 200 S Willow St. Jackson WY and via Zoom

\*\*\*Where appropriate, staff and public comments will be taken prior to board discussion\*\*\*

Zoom Link: <https://us02web.zoom.us/j/85682741299?pwd=Y29TWdJkxJdGZma3hOZUpvUU1ROT09>

Meeting ID: 856 8274 1299 Passcode: 946934 Phone: 1 669 900 6833

- 8:30 Call to Order
- 8:31 Adoption of Agenda  
**Suggested Motion:** I move to approve the Agenda.
- 8:32 New Board Member Welcome/New Director Welcome/Thank Interim Director
- 8:40 Public Comment
- 8:50 Correspondence: [Report](#), [Detail](#)
- 8:52 Election of Officers  
**Board Officer Election Process and [Office Position Descriptions](#)**  
**Officer Elections:** Chair, Vice-Chair, Secretary, Treasurer  
**Suggested Statement After Each Vote:** By a unanimous/majority vote, [insert name] has been elected to serve a one-year term as Teton County Library Board [insert role].
- 8:47 Approval of Minutes: [June 17, 2021 Meeting Minutes](#)  
**Suggested Motion:** I move to approve the minutes from the June 17, 2021 regular Board Meeting
- 8:55 Consent Agenda
- Financial Narrative: Staff Report
  - Financial Documents: [Balance Sheet June 30, 2021](#), [P&L YTD](#), [June 2021 P&L Month](#), [Check Register June 2021](#), [Reimbursements from TCLF June 2021](#), [Payroll June 11<sup>th</sup>, 2021](#), [Payroll June 25<sup>th</sup>, 2021](#)
- Suggested Motion:** I move to approve the June 2021 Financial Narrative and Documents.
- 9:05 Matters from Staff and Supporting Organizations
- Director's Report
  - [TCL Foundation Report](#)
  - TCL Friends Report
  - [Staff Report – Rescind temporary COVID-19 restrictions](#)
- 9:30 Budget Discussion – Unbudgeted expenses, forecast & accounting
- 9:35 Board Development
- [Consideration of Letter of Engagement for Board/Director Relationship](#)

**Sole-Source Evaluation**

**Suggested Motion:** I move to approve the proposal by Maureen Sullivan as a sole source to provide board development consulting services in an amount not to exceed \$\_\_\_\_\_

**9:45 New Board Member Onboarding**

**9:55 Annual Performance Review of Board**

**10:00 Integrated Planning for Board**

**10:10 Approval of Firewall/Network Subscriptions**

- CompuNet, Inc. 3-year prepaid subscription

**Suggested Motion:** I move to approve the 3-year prepaid subscriptions in the amount of \$5792.60.

**10:15 Payment of Library Vouchers**

- Vouchers

**Suggested Motion:** I move to approve the payment of library vouchers.

**10:30 Adjourn**

**Appendix:**

**Library Board Advance Planning Calendar**

Budget	February – Submission to Commissioners April – Meeting with Commissioners 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 Support Services Evaluation	November and May