



## **APPROVED**

### **TETON COUNTY LIBRARY BOARD MEETING MINUTES**

**April 15<sup>th</sup>, 2021**

**The Teton County Library Board held its regular meeting on April 15<sup>th</sup>, 2021 via Zoom. The meeting was called to order at 8:34am by Board Chair Mark Hendrickson.**

#### **Board members present were:**

Mark Hendrickson, Nina Lenz, Grace Robertson, Dail Barbour, and Peter Stalker.

#### **Zoom meeting speakers were:**

Deb Adams, Interim Director of Library Services, Keith Gingery, Deputy County Attorney, Maureen Sullivan, Director Search Committee member, Judy Opatrny, Director Search Committee member.

#### **Adoption of the Agenda:**

Peter moved to approve the agenda. Nina seconded. All in Favor. Motion carries.

#### **Executive Session – Personnel Matter**

Mark moved to go into Executive Session to discuss a Personnel Matter. Peter seconded. All voted in favor. Motion carries. Board moved to executive session at 8:36am.

Board came out of Executive session at 9:04am. Nina gave a synopsis of the Director Search committee's discussion. She reported they came to complete consensus on the candidates to invite for interviews.

#### **Public Comment:**

No public comment. The board discussed the comments received regarding library fines.

#### **Approval of Minutes**

Peter moved to approve March 18<sup>th</sup>, 2021 meeting minutes. Grace seconded. All voted in favor. Motion carries. Mark moved to approve March 25<sup>th</sup>, 2021 special board meeting minutes. Dail seconded. All voted in favor. Motion carries.

#### **Consent Agenda:**

Deb spoke to the financial narrative report. Peter spoke to the IRS bill, as well as the decommissioning of Filament Mind. Peter moved to approve Financial documents. Mark seconded. All voted in favor. Motion carries.

#### **Matters from Board, Staff and Liaisons:**

Deb spoke to the Director report. She talked about the process for decommissioning of the public art piece, Filament Mind. She also talked about the difficulty in hiring the Youth Services Manager since the most recent candidate withdrew because of housing. She recommended postponing hiring a Youth Services Manager. She reported on the upcoming retirement of the Facilities Maintenance Coordinator and the plan for recruitment.

Deb spoke to the expansion of services in the yellow phase, the increase of foot traffic, and the potential effects of spring break on COVID case numbers. She mentioned that the library is not currently fully staffed

and that managers are in the process of slowing adding staff to get ready for summer. She said the library does not yet have enough trained staff on board for the library to return to its full hours. Nina pitched alternative methods to possibly extend the time for patrons in the library and lengthen weekend hours. The board discussed the various options. Deb spoke to the safety of the patrons and staff, and that the management team would be continuing to look at the plan.

Mark reported on the recent Tri-board meeting with the Friends and Foundation executives.

Nina spoke to the Foundation report and informed the board that the foundation does have new email addresses.

Dail spoke to the Friends report. The Friends Board has three new members. The book nook activities are ongoing, and VITA is ongoing until May 1<sup>st</sup>.

### **Board Governance:**

Grace spoke to the proposed board governance documents. She gave an overview of what the board governance documents contain, and why they are being created. The governance package would focus on three areas to address initially: how the board internally can be better, how the board's relationship with the Board of County Commissioners can be better, and how the board's relationships with the Foundation and Friends can be better. Grace spoke to the progress that has occurred with respect to the Board of County Commissioners, the Foundation, and the Friends. Mark and the Board of County Commissioners Chair, Natalia Macker, have defined most of the details for the BoCC relationship and the TCL Board's performance relationship. Grace spoke to the quarterly meetings between the Library Board and the BoCC. Three meetings will be to present the operation and initiatives in general, giving the BoCC an opportunity to ask questions. The fourth quarterly meeting will be the TCL Board annual report to the BoCC and the WY State Library.

Grace talked about the need to continue the tri-board meetings and expanding to include our liaisons. These relationships will be evolving, and the documents be living documents. Pauline Towers-Dykeman will represent the Foundation, Lori Clark-Erickson will represent the Friends, and Grace Robertson will represent the Library Board in working on the documents.

Grace spoke to the internal board workings and the consolidated list of items that reflect how the board communicates and interacts called the Communications and Interactions Agreement. Dail spoke to removing "when possible, ask questions; raise concerns with board staff before meetings". The board discussed and agreed to remove the line from the document. Dail spoke to her opinion that the Communications and Interactions Agreement is not necessary. Grace spoke to the sources of the information in the document. Mark and Nina both spoke to their opinion of the document, having all the information collected on one sheet of paper. Dail expressed her opinion that the document was not necessary. She indicated that she would not vote for it and would not sign it. The board tabled the document for another time. No action taken.

Peter Stalker left the meeting at 9:45am.

### **Payment of Vouchers:**

Mark moved to approve the payment of the vouchers. Nina seconded. Nina asked for clarification on previous employee credit cards. Deb clarified that it took time to transition bills, but that those credit cards are now closed. All voted in favor. Motion carries.

### **Adjourn:**

Grace moves to adjourn. Nina seconded. All voted in favor. Motion carries.