

Valley of the Tetons Library
Board of Trustee Meeting Minutes
November 15, 2023
Victor Branch & via Zoom

Board Members in attendance: Jan Borstelmann (Chair), Pauline McIntosh (Treasurer),
Connie Tyler, Boots Knighton, Lauren Vu
Staff in attendance: Chris Heilman, Savannah Wake, Tanya Alexander, Scott Dobbs
Others in attendance: Jill Callahan

Opening Procedures

- The Meeting was called to order at 5:01 PM.
- Chris shared a Mission Moment - her 9 yr old son shared that he learned so much from reading and asked what if there were no books for reading?! They explored his question and he does not want to imagine a world with no books.

Consent Agenda

- a. Minutes - No changes to October minutes.
- b. Board Member Nomination - Lauren Vu invited to join the VTL BOT, we are thrilled to welcome her and grateful for her interest and the skills she brings.
- c. ACTION - Pauline made a motion to approve the consent agenda, Connie seconded, all in favor and motion passed.

Reports

- a. Jill, VTLF VP, provided the quarterly Friends report - successful Tin Cup season, awards event attended by Laura, Chris and Deb R. Approved 23/24 VTLF Budget. Have secured Directors and Officers insurance and updated Donation Acknowledgement policy. New volunteer process going well.
- b. Scott provided Collections report - staff training coming up for Libby and all collections staff attending continuing education. Stephanie provided Circulation report - RFID project completed! Tanya provided the Fall Programs report - Summer reading wrapped up and was a wonderful experienced, great book groups with the community and nice reunions after a summer break, Language Cafe has launched, lots of excitement and enthusiasm at the programs.
- c. Chris and Savannah provided the Executive report - Staff, leadership, Board and partner training continuing. Carter contract ends November 30. Year end campaign will launch soon. Have received two Idaho Humanities grants and new submissions going in, will provide a report next meeting.

Discussion and Action

- a. Needs assessment - RATIO completed their third visit this month and information will be shared with public in new year via a newspaper article.
- b. Board recruitment - reflection on recruitment process in last few years, provide an update on board terms at next meeting. Maintain an ongoing recruitment list that can potentially support committees as well.
- c. Campaign counsel - Contract ends Nov 30, have list of deliverables and will hold exit meeting with BOT on Dec 1.

d. Vision statement task force - Group formed composed of one staff, BOT and Friends member. Mission and values completed in 2022.

Public Comment

- No public comment

Adjournment

- The next meeting is scheduled for December 13.
- ACTION - Pauline made a motion to adjourn the meeting, Boots seconded, all in favor and the motion passed.
- The meeting was adjourned at 6:03 pm.