

**Valley of the Tetons Library**  
**Board of Trustee Meeting Minutes**  
**October 11, 2023**  
**Victor Branch & via Zoom**

The Meeting was called to order at 3:33 PM.

Board Members in attendance: Jan Borstelmann (Chair), Pauline McIntosh (Treasurer), Connie Tyler, Boots Knighton

Staff in attendance: Chris Heilman

Others in attendance:

Announcements

Consent Agenda

Minutes - No changes to August minutes.

Financials - Jan provided financial and year end review, in good shape and finished the fiscal year under budget. Exceeded revenue projections which decreases traditional transfer from savings.

ACTION - Boots made a motion to approve the consent agenda, Pauline seconded, all in favor and motion passed.

Reports

Executive - Chris provided executive report including update on the ongoing Needs Assessment and RATIO's work with the community, staff attendance at the Idaho Library Association conference, staff and executive training with Leadership at Play, organizational training with Carter including staff, executive leadership, board of trustees and Friends, Chris' accomplishments within four months of start, and recommendation for strategic planning and reflection over the winter. Carter had been onsite with the staff and board one year prior and uniquely are able to see the significant changes that have been made. Their team was tremendously impressed with all library groups, growth that has been made, energy and enthusiasm, morale, and operations.

Discussion and Action

Needs Assessment - Third and final visit with RATIO will take place on November 8 and 9.

November meeting - Rescheduled to November 15, executive session at 3:30 and public meeting at 5:00 pm.

Public Comment

Adjourn - ACTION Pauline made a motion to adjourn the meeting, Boots seconded the motion, all in favor and the motion passed. The meeting was adjourned at 3:57 PM.