

Valley of the Tetons Library
Board of Trustee Meeting Minutes
August 14, 2024
Victor Branch & via Zoom

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

Staff in attendance: Savannah Wake, Emily Bahr

Others in attendance:

Opening Procedures

- The Meeting was called to order at 5:02 PM.
- Mission Moment - Jan had a wonderful chat with one of the donors at the event on Aug 5. An attendee shared that he grew up in a Carnegie library and is so thankful that we have been able to hang onto our library in Teton Valley. He shared how essential it is to have so many different books for so many different people and that's what libraries do and we are so good at doing this. It was a very fun chat!

Consent Agenda

- a. Minutes - July 10 and 31, no changes.
- b. ACTION - Jan made a motion to approve the consent agenda, Connie seconded, all in favor and motion passed.

Public Hearing

1. No attendees or public comments submitted for the public hearing.

Discussion and Action

1. Budget - Savannah presented the final draft FY 24/25 draft budget. Revenue increased slightly per direction from the County Clerk. Budgets can be adjusted down after advertisement and public hearing, but not up and it is good to create some cushion as state budget numbers are finalized. Summarized other slight changes from the initial draft. Special thanks to Pauline for working together on the budget.
 - a. ACTION - Jan made a motion to accept the FY 24/25 budget, Boots seconded, all in favor and motion passed.
2. Resolution to Recover Forgone - Have passed a resolution to reserve forgone from a prior budget year and now need to recover the amount.
 - a. ACTION - Pauline made a motion to accept the Resolution to Recover Forgone, Connie seconded, all in favor and motion passed.
3. Policy Review
 - a. Reservable Spaces Policy - changes to Makerspace areas of use.
 - i. ACTION - Jan made a motion to approve the Reservable Spaces Policy, Pauline seconded, all in favor and motion passed.
 - b. Personnel Policy - update to wording around full time status and related adjustments to PTO chart along with adjustment to meal and break periods.

- i. ACTION - Pauline made a motion to approve the Personnel Policy updates, Jan seconded, all in favor and motion passed.

Public Comment

- No public comment

Adjournment

- ACTION - Pauline made a motion to adjourn the meeting, Connie seconded, all in favor and the motion passed.
- The meeting was adjourned at 5:44 pm.
- The next meeting is scheduled for September 11, 2024.