

**Valley of the Tetons Library**  
**Board of Trustee Meeting Minutes**  
**July 10, 2024**  
**Victor Branch & via Zoom**

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

Staff in attendance: Savannah Wake, Stacy Bodis, Scott Dobbs

Others in attendance:

Opening Procedures

- The Meeting was called to order at 3:46 PM.
- ACTION Executive Session - Pauline made a motion to enter into Executive session, Lauren affirmed, Connie affirmed, Jan affirmed, all in favor and the motion passed.

Executive Session pursuant to § 74-206(1): (a) and (c).

Resume Public Meeting

Consent Agenda

- a. Minutes - May 6, 8, 15 and June 24, 26, no changes.
- b. Executive Report - Presented final 5th day initiatives, legal feedback on hiring documents, and grant awards received. Provided links to City of Boise library board and City Council meetings on HB 710. Grant contract nearing completion and will renew after a two month break.
- c. Financials - Savannah provided an overview of current financials, nothing of note and right on track with fiscal year. Above budget in a couple categories due to Tetonia and Makerspace projects but per our auditor that is ok as long as total balances.
- d. ACTION - Jan made a motion to approve the consent agenda, Pauline seconded, all in favor and motion passed.

Discussion and Action

1. Budget - Savannah and Pauline presented the FY 24/25 draft budget. Tax revenue will see the standard increase of approx. 3% this year. Question about whether the supplemental levy increases, will confirm next meeting. Significant increase, 50%, in risk and liability insurance. Decreased leave liability expense. Draft will be published in the paper in late July, we will receive up to date values from County Clerk, and final budgeted presented in August.
2. Land Acquisition - Pauline clarified that because it is a grant deed and warranty deed we are accepting the property as is.
  - a. ACTION - Jan made a motion to accept the donation agreement and grant deed, Pauline seconded, all in favor and motion passed.
3. Executive Team - Job descriptions are final after extensive work on behalf of the board.
  - a. ACTION - Jan made a motion to approve the Executive job descriptions, Connie seconded, all in favor and motion passed.

4. Policy Review - updated with changes approved by attorney in relation to HB 710.
  - a. ACTION - Jan made a motion to approve the Material Reconsideration and Relocation Form, Pauline seconded, all in favor and motion passed.

Public Comment

- No public comment

Adjournment

- The next meeting is scheduled for August 14, 2024.
- ACTION - Jan made a motion to adjourn the meeting, Connie seconded, all in favor and the motion passed.
- The meeting was adjourned at 5:46 pm.