August 14, 2025 **Approved**

Twin Falls Public Library

The meeting of the Board of Trustees was held on Thursday, August 14, 2025. The meeting was held in the Twin Falls Public Library’s Meeting Room. Attending the meeting were Trustees Jennifer Hall; Lindsay Earls; Shawnee Burt; Joey Loya; Dana DeHaan; Council Liaison Spencer Cutler; Director Tara Bartley; Library Staff Karolee Sorenson; Library Staff Josie Reyes and Library Staff Kathleen Lambert.

Recognition of Library Staff Josie Reyes for 30 years of service to the Twin Falls Public Library and Library Staff Kathleen Lambert for 25 years of service to the Twin Falls Public Library.

The Trustees MSC approval of the August 14, 2025 agenda. Dana DeHaan motioned to approve the agenda for the August 14, 2025 board meeting. Lindsay Earls seconded the motion. Motion approved (5-0).

The Trustees MSC approval of the July 10, 2025 meeting minutes. Shawnee Burt motioned to approve the minutes of the July 10, 2025 meeting. Joey Loya seconded the motion. Motion approved (5-0)

**Financial/statistical report (Karolee)**

August 2025 is the 11th month of the fiscal year. Prior to the meeting, Shawnee Burt reviewed and approved the payables for the month of August 2025 to be paid the 2nd Friday of the month and a second report for payables to be paid the following week. A report with all payables to be paid was given to all trustees at the board meeting to review and give a final approval. Dana DeHaan motioned to approve the August 2025 accounts payable, July 2025 budget report and July 2025 statistical reports. Shawnee Burt seconded the motion. Roll call vote taken. Roll call approved (5-0)

**Communications/Correspondence: (Tara)**

Summer Reading has ended for this year. Lots of positive feedback on the Summer Reading Programs. There were 500 Teens and kids who completed the program. They could either log their reading on the Reader Zone app or paper. There were 129 who submitted on the app and 261 kept a paper log. The Foundation donated books to each participant who completed the Summer Reading Program. There were 1300 Kids & teens who attended our Summer Reading Programs. There were 78 adults who completed the Summer Reading Program for a total read of 83,263 minutes.

Library Events – The library will begin their fall programs in September. The month of August is fairly quiet but we will be offering two story times. On the 1st Tuesday of every month there will be a Splash Pad Story Time at the First Federal Bank Park from 10:30 am to 11:00 am. Some call it the “Red” park. Then the following Thursday for those that could not make Tuesday we will have Story Time on the library lawn from 10:30 am to 11:00 am. Same story will be read at both Story Times.

**Public Comment:**

None

**City Council Liaison Report: (Spencer Cutler)**

Currently going through the budget approval process. Budget will be approved in August.

**Foundation Liaison Report: (Dana)**

The Foundation is preparing for the 33rd Annual “Scramble fore Books” is scheduled for September 6, 2025 at the Twin Falls Golf Club. The Foundation has scheduled author Timothy Egan for a dinner presentation February 19, 2026. Introduction will be 5:00 pm – 6:00 pm and dinner at 6:30. There will be books available for purchase.

August 15, 2025 is the final Chobani Eats from 12:00 pm to 1:30 pm. They are expecting a minimum of 500 people. There will be book coupons handed out for cookbooks at the library and back packs. The Foundation is very much in favor of the new plaza outside of the library.

**Staff Report:**

None

**Library Director Report: (Tara)**

D.L. Evans general account has been closed. We will keep the petty cash account. ILA annual conference is 10/1-10/3 in Idaho Falls. Jennifer Hills is on the ILA Executive Team. Tara will get a schedule to the Trustees.

Staffing Update- Karolee announced her retirement. Her last day at the library will be 9/30/2026. The City has posted for an Administrative Assistant for the library. Hopefully will have someone hired by 10/20/2025.

Youth Services – Linda Pullicar our Stem Programmer last day was August 8, 2025. Her position should be filled in December.

Plumbing issues – In July the Youth Services boy’s bathroom backed up. The plumbing issue affected all the bathrooms. We called the plumber in and it was determined a diaper had been flushed. In late July the problem started again. This time all bathrooms were not able to be used so it was decided to close to the public until we could get a plumber in to fix the issue. The problem could not be determined and was suggested to get someone in with a small enough camera to look and see if they could find the problem. In the meantime, the bathrooms are useable and we are waiting for additional information regarding our plumbing.

Phase I carpeting of the stairs program room, kiva and parenting room is completed. One- week turnaround.

Elevator update – No date as of yet. The program room for public reservations has been taken off of the website but the meeting room will still be available.

Database funding – With the federal cuts, the library could see our databases impacted as well as other programs we have offered in the past. We are still waiting to see the full impact of how libraries will be cut.

**Business Items: Action Item –** Review and accept the updates to the Collection Development Policy. Dana DeHaan motioned to accept the updates to the Collection Development Policy. Joey Loya second the motion. Motion passed (5-0)

**Action Item –** Request to approve the Library Foundation Funding Request for Database renewal/purchase. Renew Weiss Financial Ratings @ $1,955; Lote4Kids @ $975; Chilton Auto Repair up to $2,000. Lindsay Earls motioned to approve the Library Foundation Funding Request for Database renewal/purchase. Renew Weiss Financial Ratings @ 1,955; Lote4Kids @ $975; Chilton Auto Repair up to $2,000. Shawnee Burt second the motion. Motion passed (5-0)

**Future Agenda Items:**

Applications for new trustee. Potential October meeting time change to 4:00 pm.

**Scheduled Meeting Date:** Thursday September 11, 2025 @ 5:00 pm.

**Meeting adjourned:** 6:00 pm

Adjourn to: EXECUTIVE SESSION – 74-206(1)(b) To consider the evaluation, dismissal or disciplining or to hear complaints or charges brought against, a public office, employee, staff member or individual agent, or public school student.

Lindsay Earls motioned to adjourn to Executive Session. Dana DeHaan second the motion. Motion approved (5-0).

**Meeting reconvened:** 6:05 pm

**Action Item –** Dana DeHaan motioned to accept the Library Director Contract for the 2025-2026 year. Shawnee Burt seconded the motion. Motion passed (5-0).

 respectfully submitted,

Karolee Sorenson, Administrative Assistant

\*sent to Joey Loya, Secretary