July 10, 2025 **Approved**

Twin Falls Public Library

The meeting of the Board of Trustees was held on Thursday, July 10, 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 and Library Staff Erica Littlefield.

The Trustees MSC approval of the July 10, 2025 agenda. Shawnee Burt motioned to approve the agenda for the July 10, 2025 board meeting. Dana DeHaan seconded the motion. Motion approved (5-0).

The Trustees MSC approval of the June 11, 2025 meeting minutes. Dana DeHaan motioned to approve the minutes of the June 11, 2025 meeting. Lindsay Earls seconded the motion. Motion approved (5-0)

**Financial/statistical report (Karolee)**

July 2025 is the 10th month of the fiscal year. Prior to the meeting, Shawnee Burt reviewed and approved the payables for the month of July 2025 to be paid the 2nd Friday of the month. A report with all payables to be paid was given to all trustees at the board meeting to review and give a final approval. Karolee reviewed and discussed the updated budget report she presented to the board. Also discussed were ILL line items that will no longer be included in the statistical report. Shawnee Burt motioned to approve the July 2025 accounts payable, June 2025 budget report and June 2025 statistical reports. Joey Loya seconded the motion. Roll call vote taken. Roll call approved (5-0)

**Communications/Correspondence: (Tara)**

Saturday, July 5 the library closed at 2:00 pm with plumbing issues. Monday a plumber was brought in and was able to clear the drain.

We have had four weeks of Fork Tales at the library. Took a break the week of the fourth but picked back up this last Wednesday. We will continue with Fork Tales until August. Some of our vendors will be waiting on permits before they join us but we do have some vendors who have their permits and can provide lunch while listening to the stories.

Summer Reading is going strong. Our Grand Finale will be July 25 with a street dance and activities.

**Public Comment:**

None

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

Street Plaza in front of the library planning is starting. City is getting community input. Probably several years before the project will begin. Spencer asked if the library had any concerns about the plaza. Tara mentioned the parking lot and it becoming a passing area due to the road closure. Tara has had conversation with the city planners on how we can avoid parking lot issues.

**Foundation Liaison Report: (Dana)**

The Foundation is working hard on the golf tournament. They discussed the MOU with the library and have presented the MOU with the changes to Tara. Currently negotiating a fee to bring Author Tim Eagen into the library. Working with the Chobani food program to give tickets for a free cookbook from the library. The Foundation will purchase the cookbooks.

**Staff Report: (Erica Littlefield)**

Youth Services Department Head, Erica Littlefield update on Summer Reading.

The theme this year for Summer Reading is “Level Up at the Library”. Summer Reading began with our kick off “How to Fair”. Friday, July 6th the library had a “How to Fair” The event was free to all ages and featured hands-on demonstrations of various skill and hobbies. Staff, local experts and various community members came together to teach participants how to change a tire, how to braid hair, fly –fishing, needle-felt and more. We had approximately 325 in attendance. Back this year is our Naturebrary Program. This program is a caregiver and me program for babies, toddlers and pre k kids. The program includes story walks, learn about plant life and much more. Elementary we had the Herretts Center visit with reptiles, Gem Club came and taught rock climbing. We are having a magician come to show magic tricks, dancing with Shawnee Burt and comedians. Since COVID it has been a bit of a struggle to bring teens back into the library. We feel they are slowly making their way back to the library and we are constantly working on programs they would be interested in. We made a life size Candy Land game for the teens and they really seemed to enjoy that. We also had an Escape Room which was a huge hit. We have had lots of reading completion. Our Summer Reading Finale is Friday the 25th of July. We will be having a street dance with a DJ. Lots of activities and snacks for all ages. In June we had about 175 more people participating in our Summer Reading than last year. They read for 32 days and when they have completed they come in a pick a prize. It is great to see kids and families using the library and keeping the reading skills going throughout the summer. Suggestion to reuse programs and have at different times to reach those school age kids who cannot always make it to programs because of timing. This is something we will definitely evaluate for the upcoming school year.

**Library Director Report: (Tara)**

July 28 – Present budget to City Council Monday, July 28. Emphasis on capital improvements and ADA bathroom.

July 18- LYNX Directors Meeting – ILS RFP. Catalog and circulation system update. Our contract with Polaris is a 10-year contract ending in 2026. The consortium will bid it out and hope to have a decision no later than October.

Elevator project timeline. Meeting with staff next week on the 16th to make a pre-shutdown plan. Plans are in place to post notice on website, newsletter social media.

**Business Issues: (Tara)**

**Action Item –** To approve the revised Memorandum of Understanding with the Twin Falls Public Library Foundation. Lindsay Earls motioned to approve the revised Memorandum of Understanding with the Twin Falls Public Library Foundation. Joey Loya second the motion. Motion passed (5-0)

**Action Item –** Recommendation to close the Twin Falls Public Library General Fund account with DL Evans Bank. Dana DeHaan motioned to approve closing the Twin Falls Public Library General Fund account with DL Evans Bank. Shawnee Burt second the motion. Motion passed (5-0)

**Action Item –** Recommend closing Program Room reservations to the public from August through October, with the exception of reservations that have already been requested and approved. Dana DeHaan motioned to approve closing Program Room reservations to the public from August through October, with the exception of reservations that have already been requested and approved. Lindsay Earls second the motion. Motion passed (5-0)

**Future Agenda Items:** IMLS funding and indirect impacts it will have on the library. Review the Collection Development Policy

**Scheduled Meeting Date:** Thursday August 14, 2025 @ 5:00 pm

**Meeting adjourned:** 5:57 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 motions to adjourn to Executive Session. Dana DeHaan second the motion. Motion approved (5-0).

respectfully submitted,

Karolee Sorenson, Administrative Assistant

\*sent to Joey Loya, Secretary