

October 9, 2025
Twin Falls Public Library

The meeting of the Board of Trustees was held on Thursday, October 9 2025 at 4:30pm. 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 Erica Littlefield; Library Staff Jennifer Hills

The Trustees MSC approval of the October 9, 2025 agenda. Dana DeHaan motioned to approve the agenda for the October 9, 2025 board meeting. Lindsay Earls seconded the motion. Motion approved (5-0).

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

Financial/statistical report (Tara)

Tara explained that the reports that the trustees had for review included the entire 24-25 fiscal year. We are still waiting on some of the invoices that were included in the 2024-25 fiscal year. Our capital expenditures are included in that report, and we did pay a portion of the cost of the elevator project. We are waiting on new fire panels for the elevator, so the project is not complete yet. The balance will be paid when the project is complete.

Prior to the meeting, Shawnee Burt reviewed and approved the payables for the month of September 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. Lindsay Earls motioned to approve the September 2025 accounts payable, September 2025 budget report and September 2025 statistical reports. Shawnee Burt seconded the motion. Roll call vote taken. Roll call approved (5-0)

Communications/Correspondence: (Tara)

Tara handed out the library's October calendar. We have all our normal events, including our Read and Treat at the end of the month. Jennifer mentioned that we are expecting about 500 participants. We reach out to organizations that we work with throughout the year to participate and hand out candy to the children, and information about their group or organization to the caregivers. We coordinate so our event doesn't conflict with the trick or treat event on Main Street. Tara reported that we have continued to stay busy with programs, even with the elevator down.

Public Comment:

None

City Council Liaison Report: (Spencer Cutler)

Spencer Cutler did not have anything to report.

Foundation Liaison Report: (Dana)

Dana and Tara were not able to attend the last Foundation board meeting. Dana will follow up with Bekki to see how the golf tournament went and report back. Dana will also follow up with them about getting us copies of their board packet so we can have them bound and kept for posterity.

Staff Report:

Staff member Jennifer Hills talked about the annual Idaho Library Association Conference last week in Idaho Falls. They held the conference at the Idaho Falls Public Library, and they closed the library to the public during the event. They also changed the schedule a little to make it easier for people to travel. One of the best sessions Jennifer went to was the Futures Thinking workshop presented by staff from the Idaho Commission for Libraries. She mentioned that we might want them to come to our library and do a session for staff. Some of the other sessions she went to were the adult and teen roundtable; a session with the archivist from Idaho National Laboratory; a workshop and dementia and providing health resources for older patrons; and serving your Latinx community. The keynote speakers were Kent Oliver and Deborah Caldwell-Stone from the American Library Association. They shared the good news that libraries are winning many of the legal cases they are fighting right now. Jennifer also presented at the conference as well! Tara also went to the conference on Thursday. Tara attended sessions on First Amendment Rights, as well as technology and data use. Jennifer said it was good to be gathered with other librarians to talk about the issues libraries have been facing.

Library Director Report: (Tara)

We received 3 letters of interest for the trustee position. Tara opened the discussion about the interview and selection process. She asked if the board wanted to do interviews at the November board meeting. The board agreed that it would be convenient. Tara will reach out to schedule the interviews.

We have 2 staff positions open right now: the Library Administrative Assistant position, and the Library Youth Specialist position. The description for the administrative assistant position did change, and they did interviews last month. We are hoping they will start on November 3.

The LYNX Consortium went through an RFP process for a new integrated library system. Three companies put in proposals, and the committee agreed to see demonstrations from two companies: Spydus and Polaris (the company we are currently with). The directors have approved the LYNX Administrator to go into negotiations with Polaris.

Last month Tara shared an article about AI in libraries. Tara shared more information about AI creating MARC records, which is the way we input information about our materials into our catalog. Tara shared an example of a MARC record for an item. Then she asked ChatGPT to create a MARC record for an item, and it didn't create a correct record. Tara pointed out that it is something that could continue to affect how libraries and staff operate.

Business Items: Action Item – We received a request for reconsideration for an item. The item is Carousel Summer by Kathleen Gros. It is a graphic novel in the children's section. The patron filled out the Materials Reconsideration form and requested the item be moved to the teen section. The patron did not fill out section 2, the portion of the form that pertains to the Children's School and Library Protection Act.

The board discussed the patron's concerns and the content of the book. The book deals with crushes, LGBT themes, and family issues. The professional reviews of the book all recommend it for 8-12 year olds. Four other libraries in our consortium have it, and they also have it in the children's section. Tara recommends that we keep it in the children's section. Staff member Erica Littlefield shared that it was the recommendation of her department as well. Action item: Shawnee Burt made a motion to follow Tara's recommendation and keep the item in the children's section, and to follow up with the patron in writing and notify them of the board's decision. Joey Loya seconded the motion. Motion approved (5-0)

Future Agenda Items:

Tara will be bringing some updates to the Unattended Youth Policy to the next meeting for the board to review.

Scheduled Meeting Date: Thursday November 13, 2025 @ 5:00 pm.

Meeting adjourned: 5:36 pm

respectfully submitted,
Erica Littlefield, Youth Services Supervisor