February 12, 2025 **Approved**

Twin Falls Public Library

The annual meeting of the Board of Trustees was held on Wednesday, February 12, 2025. The meeting was held in the Twin Falls Public Library’s Meeting Room. Attending the meeting were Trustees Jennifer Hall; Shawnee Burt; Lindsay Earls; Dana DeHaan; Joey Loya; Council Liaison Spencer Cutler; Director Tara Bartley and Library Staff Karolee Sorenson. Guest Joe Bartley and Adelane Bartley. Jennifer Hall called the meeting to order at 4:30 pm.

The Trustees MSC approval of the agenda for the February 12, 2025 meeting. Lindsay Earls motioned to approve the February 12, 2025 agenda. Dana DeHaan seconded the motion. Motion approved (5-0)

Oath of Office: Joey Loya. Joey Loya was sworn into the Oath of Office as Library Trustee, by Notary, Karolee Sorenson.

Donation of Art Work: Twin Falls High School Senior, Adelane Bartley donated a painting she painted for her senior project to be placed in the Children’s Department.

The Trustees MSC approval of the January 8, 2025 meeting minutes. Shawnee Burt motioned to approve the minutes of the January 8, 2025 meeting. Lindsay Earls seconded the motion. Motion approved (5-0)

The Trustees MSC approval of the January 15, 2025 special meeting. Lindsay Earls motioned to approve the minutes of the January 15, 2025 special meeting. Dana DeHaan seconded the motion. Motion approved (5-0)

**Financial/statistical report (Karolee)**

January 2025 is the 4th month of the fiscal year. Reviewed the financial statements generated through Spring Brook. Prior to the meeting, Shawnee Burt reviewed and approved the payables for the month of January 2025 to be paid the 2nd Thursday 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. Dana DeHaan motioned to approve the January 2025 accounts payable, financial and statistical reports. Shawnee Burt seconded the motion. Roll call vote taken. Roll call approved (5-0)

**Communications/Correspondence: (Tara)**

The Library is closed on Monday February 17, 2025 for Presidents Day.

Library Events – Busy getting ready for Summer Reading. Following up on how supervisors prefer to keep the stats for questions; they will continue to do a running total each month.

**Public Comment:**

None

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

Nothing to share at this time.

**Foundation Liaison Report: (Dana)**

February 12, 2025 an executive session was held to vote in a new director. Becky Madron was voted in as the new director of the foundation. Brief discussion on payment of payables.

**Staff Report:**

None

**Library Director Report: (Tara)**

One City Training – The library had four staff members Jennifer Hills, Kathleen Lambert, Erica Littlefield and Tara Bartley attended the One City Training. The all-day training was Monday-Thursday last week of January. The training focused on Philosophy of One City Leaders – Leadership for All. There were approximately 30 city employees in attendance. There will be more One City Trainings throughout the year. Library staff members said the training was well worth the time and a lot was learned.

Bathrooms – The library is working on two public restrooms to become ADA compliant. On February 10, the request for using library reserve funds to hire Laughlin Ricks was brought to Council and approved. A redesign plan will start shortly.

Long Term Planning – Tara participated in the cities long term planning. The library submitted projects for the remodel of bathrooms, carpeting, and HVAC VAC controllers.

Capital projects - FY 24/25 updates will be given in March.

Staff evaluations – Staff self-evaluations began end of December through January. Supervisor evaluations are due the end of April. Tara’s date for evaluation will remain the same.

House Bill 209 – Proposed in committee to amend Idaho Code 33-2608. The amendment reads: The city council may designate the library director as a position to be hired and terminated in the same manner as a category of city employees that it determines. Tara will keep the Board updated.

American250! - The Twin Falls Chapter of DAR would like to display a traveling exhibit for the 250th celebration of the American Revolution at the library in April. The exhibit will consist of 14 panels with the history of the American Revolution and provide a kiosk for engagement with the panels. Legal is reviewing contract.

**Business Issues: (Tara)**

Discussion on MOU with the Library Foundation. Jennifer Hall commented on what the meeting was about and suggested we reach out to other libraries on their MOU with their foundations before we begin the process of writing one. Also put together, a request form to present to the foundation when requesting money and explaining why we want the money and what the money requested will be used for. Tara did review the data bases the foundation currently pays for; Freegal download, Tutor.com and Weis Financial. Jennifer suggested an Adult program on Reading with a Therapy Dog.

**Future Agenda Items:**

Library Board would like to recognize library staff. Shawnee shared a story from a friend regarding Jennifer Hills helping a patron and would appreciate an opportunity to formally thank staff.

**Scheduled Meeting Date:** Wednesday **March 12, 2025 at 7:00 p.m.**

**Meeting adjourned:** 5:58pm

 respectfully submitted,

Karolee Sorenson, Administrative Assistant

\*sent to Joey Loya, Secretary