June 11, 2025 **Approved**

Twin Falls Public Library

The meeting of the Board of Trustees was held on Wednesday, June 11, 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 Jill Fleming.

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

The Trustees MSC approval of the May 14, 2025 meeting minutes. Shawnee Burt motioned to approve the minutes of the May 14, 2025 meeting. Joey Loya seconded the motion. Motion approved (5-0)

**Financial/statistical report (Karolee)**

June 2025 is the 9th month of the fiscal year. Prior to the meeting, Shawnee Burt reviewed and approved the payables for the month of June 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 June 2025 accounts payable, May 2025 financial and May 2025 statistical reports. Shawnee Burt seconded the motion. Roll call vote taken. Roll call approved (5-0)

**Communications/Correspondence: (Tara)**

June 19, 2025 – The library will be closed for the Juneteenth holiday

July 4, 2025 – The library will be closed for the 4th of July holiday

Summer reading kick off was June 5. 300 people attended and the library has received popular feedback.

We have a full calendar for the month of June. The program Forktales from 12:00 pm – 1:30 pm. Every Wednesday through June. Staff Jennifer Hills, Staff CJ Rasmusson and Director Tara Bartley will be reading short stories. Food trucks will be at the library to serve lunch while listening to the stories. Last week we had approximately 20 people attend. This will be a six-week program.

**Public Comment:**

None

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

The city is beginning to work on the budget for next fiscal year.

**Foundation Liaison Report: (Dana)**

Notes from the joint meeting have been approved.

**Staff Report: (Jill Fleming)**

Circulation Department Head, Jill Fleming shared the circulation policy changes.

Patron loan limits:

Resident (All Resident types except “new”)

Total Items loaned: 999 from 50

Total Holds is 15 from 20

Same changes for Non-Resident all types

Temporary card holders

Total items loaned went to 3 from 2

Material Loan Policies

Book: Fortunate Find/Browsing

All policies are at the discretion of each Library

Hot titles - 2 weeks check out. No renewal.

New Books –

Maximum holds went to 15 from 20

Old Books

Maximum holds went to 15 from 20

Audiobooks –

Same as books

Blu-ray Disc/DVD (All Types)-

Maximum holds went to 15 from 20

Video Games –

28 Days. Renewals are at the discretion of each Library.

These changes will take effect July 1, 2025.

**Library Director Report: (Tara)**

DL Evans bank account – The credit card transition from DL Evans to First Federal Savings is complete. Next month the paperwork will be completed and the library will close the DL Evans account. The library will keep the petty cash account.

Carpeting Project – The carpeting project was contingent on additional information. The library received the requested information. The beginning date has not been set.

Elevator Project – The elevator project is scheduled for end of August.

Director contract –Tara is working on a contract for the Board to review during her evaluation.

MOU update – Foundation legal requested clarification on (3-f) regarding what the Foundation will do. The Foundation will review recommendations at their next meeting.

**Business Issues: (Tara)**

**Action Item –** Update to the Circulation Policy. Dana DeHaan motioned to accept the updates to the Circulation Policy. Joey Loya second the motion. Motion approved (5-0)

**Action Item –** Seeking approval to formally request funding from the Twin Falls Public Library Foundation for the purchase of chairs for the Programming Room. Up to $7,000 request. Dana DeHaan motioned to accept the request for funding from the Twin Falls Public Library Foundation for the purchase of chairs for the Programing Room. Lindsay Earls second the motion. Motion approved (5-0)

**Action Item –** Review and determine the most suitable recurring day and time for monthly meetings to move forward. It was determined to change the monthly meeting dates to the third Thursday of the month at 5:00 p.m. Dana DeHaan motioned to accept the change to the monthly meeting dates to the third Thursday of the month at 5:00 p.m. Joey Loya second the motion. Motion approved (5-0).

**Future Agenda Items:** No items were discussed.

**Scheduled Meeting Date:** Thursday July 10, 2025 @ 5:00 pm

**Meeting adjourned:** 6:55 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. Joey Loya second the motion. Motion approved (5-0).

respectfully submitted,

Karolee Sorenson, Administrative Assistant

\*sent to Joey Loya, Secretary