

June 11, 2024

Approved

Twin Falls Public Library

The regular meeting of the Board of Trustees was held on Tuesday, June 11, 2024. The meeting was held in the Twin Falls Public Library's Board Room. Attending the meeting were Trustees Susie Kapeleris; Shawnee Burt; Jennifer Hall; Dana DeHaan, Council Liaison, Spencer Cutler, Director Tara Bartley, Library Staff Karolee Sorenson, Cataloging Clerk, Sara Barton. Absent, Lindsay Earls. Susie Kapeleris called the meeting to order at 4:30 p.m.

Recognition of Sara Barton, 20 years of service with library. June 3, 2004 – June 3, 2024. Sara started as a part time circulation clerk. She moved to Acquisitions in 2007. In 2010 the library received a federal grant through Institute of Museum and Library Services (IMLS) to digitize the Times-News. Sara became the Archival Assistant digitizing phot negatives, slides and tapes. She helped tag photos and create descriptions to accompany the digital record. After the grant she went back to Acquisitions and then went full time in March of 2013 with Technical Services as a cataloging clerk. She is known as the mending champion of the library. Thank you Sara for the time and effort you have given to the library. We would not be able to get our materials out as quickly as we do if it were not for Sara. She is a valuable part of our team.

The Trustees MSC approval of the agenda for the June 11, 2024 meeting. Shawnee Burt motioned to approve the June 11, 2024 agenda. Jennifer Hall seconded the motion. Motion approved (4-0)

The Trustees MSC approval of the May 15,2024 regular meeting minutes. Dana DeHaan motioned to approve the minutes of the May 15, 2024 meeting. Shawnee Burt seconded the motion. Motion approved (4-0)

Financial/statistical report

The May 2024 financial statement is the 8th statement of the fiscal year. Karolee Sorenson reviewed the cash flow report for the month of May 2024. Jennifer Hall reviewed and approved the payables for the month of May 2024. Shawnee Burt motioned to approve the May 2024 financial and statistical reports. Dana DeHaan seconded the motion. Roll call vote taken. Roll call approved (4-0)

Communications/Correspondence: (Tara)

The library will be closed on Wednesday, June 19, 2024 for Juneteenth; closed July 4, 2024 for Independence Day. Summer Reading began on June 3, until July 26, 2024. The theme this year is Adventure Begins at Your Library. Kick was Friday, June 7, 2024 from 5:00 pm to 7:00 pm.

Public Comment:

Fred Jenkins

City Council Liaison Report: (Spencer Cutler)

Preliminary budget talks have begun. Should be about two months for approval.

Foundation Liaison Report: (Shawnee/Tara)

With the transitioning to the city the library will no longer be assisting the Foundation with internet, telephone and the bookstore. The Foundation now has a direct telephone line to their office. If you need to call the Foundation you will need to call their direct line. The library can no longer transfer calls. The book store transactions will no longer be taken care of at the circulation desk. Foundation is still working on how to move forward with the store. June 28, 2024 is the final date.

Staff Report –

No report.

Library Director Report: (Tara)

The library is continuing to transition to the city. We are on the last payroll with the library. The last payroll through the library will end on June 15. We will then move payroll to biweekly paid by the city. First city paycheck is July 5, 2024. We will start working on transitioning the accounts payable over to the city. Consultant is aligning job titles with the city.

Capital projects – Our budget is \$118,000.00; we are currently over \$68,969.00. Just a reminder we paid FY22/23 capital project in FY23/24 because the HVAC project was not completed until this fiscal year. Our capital improvements for this fiscal year is Glycol Chemical \$10,000.00, boiler pump skid replacement, \$49,000.00 and sand blasting and painting front stairs, \$50,000.00.

Library happenings – Incident with Pride Week. There was a threatening face book post targeting an individual. Southern Idaho Pride was presenting a program in our program room so the Twin Falls City Police Department made us aware of the incident. Nothing became of the threat within the library.

Business Issues: (Tara)

Discussion on the Reconsideration Policy/Form. Discussion and review of the revised policy. Shawnee Burt motioned to approved the revised Reconsideration Policy/Form. Dana DeHaan seconded the motion. Motion approved (4-0).

Future Agenda Items: Discussion the new law and city transition.

Schedule meeting date

Meeting date: Meeting, Wednesday, July 10, 2024

Meeting adjourned: 5:35pm

Jennifer Hall motioned to move to EXECUTIVE SESSION – 74-206(1)(b) To consider the evaluation, dismissal or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

Shawnee Burt second the motion. Roll Call vote taken. Roll call approved (4-0)

respectfully submitted,
Karolee Sorenson, Administrative Assistant
*Reviewed by Dana DeHaan, Secretary