

September 11, 2025  
Twin Falls Public Library

**Approved**

The meeting of the Board of Trustees was held on Thursday, September 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; Director Tara Bartley; Library Staff Karolee Sorenson Absent Trustee Joey Loya; Trustee Dana DeHaan and Council Liaison Spencer Cutler.

The Trustees MSC approval of the September 11, 2025 agenda. Lindsay Earls motioned to approve the agenda for the September 11, 2025 board meeting. Shawnee Burt seconded the motion. Motion approved (3-0).

The Trustees MSC approval of the August 14, 2025 meeting minutes. Shawnee Burt motioned to approve the minutes of the August 14, 2025 meeting. Lindsay Earls seconded the motion. Motion approved (3-0)

**Financial/statistical report (Karolee)**

September 2025 is the 12th and final month of the fiscal year. Prior to the meeting, Shawnee Burt reviewed and approved the payables for the month of September 2025 to be paid the 2<sup>nd</sup> 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. Jennifer Hall the low percentage use for the Hardware, Small equipment and Bookmobile supplies budget. Tara explained with the transition to the city the library was not sure how purchase of hardware would be handled. The purchase of hardware is now done through the city. In the 2025 budget the purchase of 10 public laptops was included. The purchase did not happen. The purchase of the laptops is included in the 2026 budget. Small equipment would like to purchase chairs for public use. The Bookmobile supply entries are included under Physical Books and Programing. Shawnee Burt motioned to approve the September 2025 accounts payable, August 2025 budget report and August 2025 statistical reports. Lindsay Earls seconded the motion. Roll call vote taken. Roll call approved (3-0)

**Communications/Correspondence: (Tara)**

The calendar is full of Fall Library events. In May there was a request for additional programing for Non-Traditional Audiences. Director Tara Bartley, Trustee Jennifer Hall and Youth Services Librarian Erica Littlefield met with patron to discuss what types of programing they would want and what we could offer. Our after school programs do not meet the criteria requested. Staffing is limited to being able to accommodate the request. Kasi Allen, Children's Librarian, Youth Services Librarian Erica Littlefield and Library Director Tara Bartley discussed what programs we had that could accommodate everyone and emailed the patron what we could offer with recurring book clubs for Elementary and for Tween's and several special programs on along with the possibility of launching a month Elementary Dungeons & Dragons Program on Saturdays.

**Public Comment:**

None

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

None

**Foundation Liaison Report: (Tara)**

Tara attended the golf scramble and reported there was a good turnout. There were 22 teams. The report was the golf scramble was a smooth planning process and very happy with the results. Discussion on having a trustee fill in at the Foundation meetings when the library liaison was not able to attend. Decision was made to have a "fill in" when needed.

**Staff Report: (Karolee Sorenson)**

Karolee Sorenson, Administration Assistant for the library will be retiring September 30, 2025. Karolee spoke about her history as a child with the library grew into a love for libraries, especially TFPL and how life did a full circle with her being an employee here at the library for the past 8.5 years. Not in her normal career of accounting and Engineering Firms but in a position she was glad she took the chance and applied for. The change was good. Karolee thanked the board for all their support for the library and the staff. It truly has been an honor working with such a fantastic and supportive Library Board of Trustees. Thanked Tara for all her support through both personal life and work life and for being a great Director for the library and the staff. These last 8 years have been a great chapter in my life. I am ready to turn the page to the next chapter to see what the future holds for me. Thank you for letting me a part of this great team.

**Library Director Report: (Tara)**

The library will celebrate Karolee Sorenson retirement, September 30, 2025 form 1:30pm to 2:30 pm.  
ILA Annual Conference is October 1-3 in Idaho Falls. Clay Ritter will be holding a Trustee Training October 2 at 1:00 pm. The Agenda for the conference is on line. Tara will be attending. Jennifer Hills, Adult Services Librarian and ILA Secretary will be presenting Readers Advisory, Wednesday, October 1 at 5:00 pm.  
Elevator Update – The elevators are in the process of being updated. The Relay System needs to be reprogramed, the technology is outdated. Delta Fire will be doing the programing. Young Elevator said if delta can get the programing done we could have the elevators back as soon as next week. Once the project is complete then a state certification will be issued giving the final ok to start operating.  
Budget was finalized and approved in mid-August. Capital projects for next year ADA Bathrooms \$250,000 and Carpeting \$50,000. HR has sent out new salary letters. Discussion on the salary budget line.  
Trustee announcement is out on social media, library website and city.

**Business Items:**

Review of the Library Delivery Policy – no change

**Future Agenda Items:**

Kathleen Lambert hared an article from American libraries magazine books-by-bots. AI books and collection development

**Scheduled Meeting Date:** Thursday October 9, 2025 @4:30 pm,

**Meeting adjourned:** 6:07 pm

respectfully submitted,  
Karolee Sorenson, Administrative Assistant  
\*sent to Joey Loya, Secretary