

January 19, 2022
Minutes of the Board of Trustees
Twin Falls Public Library

Approved 02/09/2022

The regular meeting of the Board of Trustees was held on Wednesday, January 19, 2022. The meeting was held in the Twin Falls Public Library's Board Room. Attending the meeting were Trustees Dana DeHaan, Elly Young, Jennifer Hall; Susie Kapeleris, Lindsay Earls; Director Tara Bartley, Library Staff Karolee Sorenson and Reference Department Head Jennifer Hills. Absent City Council Library Liaison, Chris Reid.

Trustee Dana DeHaan called the meeting to order at 4:30.

Oath of Office: Lindsay Earls – five-year term by Karolee Sorenson.
Staff Recognition – Jennifer Hills, 15-year anniversary

Annual Meeting and Reorganization of the Board of Trustees: Officers and Committees

- a. By-Laws - There are no recommendation of changes to the current By-Laws. Susie Kapeleris motioned to accept the current By-Laws with no recommendation of changes, Elly Young Second the motion. Motion approved (5-0).
- b. Committee Assignments – Assignments to Library Committee's.
- c. Regular Meeting Dates/Committee Meetings - Monthly Board meetings will remain on the 2nd Wednesday of the month at 4:30 pm. Annual notice of monthly dates will be posted. Committee meetings will be on an as need basis.

The Trustees MSC approval of the agenda for the January 19, 2022 meeting. Jennifer Hall motioned to approve the agenda. Lindsay Earls seconded the motion. Motion approved (5-0)

The Trustees MSC approval of the December 8, 2021 minutes. Susie Kapeleris motioned to approve the minutes from December 8, 2021. Elly Young seconded the motion. Motion approved (5-0)

Financial/statistical report

Karolee Sorenson presented the income and expenses for the month of December. The December Financial statement is the third of the fiscal year. Karolee highlighted numbers for property tax, capital expenditures, Fines and photo copy income, personnel, books and materials and operating expenses. Dana DeHaan and Susie Kapeleris reviewed and approved the payables for the month of December. Jennifer Hall motioned to approve the December 2021 financial and statistical reports. Elly Young seconded the motion. Roll call vote taken. Approved 5-0

Communications/Correspondence: (Tara)

Food for Fines began December 1 through December 21, 2021. The library collected 705 lbs. of items and waived \$723.00 in fines. 223 patrons donated. For every nonperishable item brought in \$2.00 in fines are

waived up to \$30.00. The contributions are then taken to South Central Community Action to distribute to those in need.

The library will be closed January 17, 2022 for Martin Luther King Jr./Idaho Human Rights Day. In house programing will be limited capacity.

City Council Liaison Report: (Chris)

No report

Foundation Liaison Report: (Susie)

Executive meeting on Thursday morning. Foundation Retreat is Saturday, January 22, 2022. Tara and Katie Johnson will attend with the bookmobile to highlight Outreach services.

Business Issues: (Tara)

Signing of signature cards for the library checking account. Approval of the holiday hours for 2022. Lindsay Earls motioned to approve the holiday hours for 2022 Susie Kapeleris seconded the motion. Motion approved (5-0). COVID-19 employee procedures update. Susie Kapeleris motioned to approve the updated COVID-19 employee procedures, Lindsay Earls seconded the motion. Motion approved (5-0)

Staff report:

None

Library director report: (Tara)

Annual report was due on January 1, 2022. Information is given to State and Federal to collect stats from libraries. Tara briefly reviewed the Annual report with the Trustees.

Conversation with Trustees on what goals they would like for the library in 2022. New ways to bring people into the library. Survey's. We will be beginning our Strategic Planning. Discussion library displays. LYNX Consortium assessment update – Hired a consultant to assess the consortium and how to make it beneficial for all. Currently there are 11 other libraries in the consortium. There are some preliminary recommendations. They will meet this Friday, January 21, 2022 to discuss recommendations.

Public Comment:

Schedule meeting date

The next meeting is on Wednesday, February 9, 2022 at 4:30 pm

Meeting adjourned: 5:58 p.m.

respectfully submitted,

Karolee Sorenson, Administrative Assistant

*sent to and reviewed by Lindsay Earls, Secretary