



Administrative Report
February 5, 2026

Draft Minutes—February minutes are posted.

Budget

The summary and detail reports are posted to the board page.

Forty-one point six six percent of the fiscal year has passed.

The following is a breakdown of expenses that exceed forty-two percent.

527-4800 Dues & Subscriptions 91.79%

Budgeted \$4,300 Expended amount is \$2,570 for Beth & Aleisha's club memberships.

527-5200 Heat, Lights & Utilities 47.5%

Budgeted \$78,567 Expended amount is \$35,587.53

527-5202 County Landfill Fees 147.2%

Budgeted \$1,512 Expended amount \$2,232.00. County raised landfill fees, again.

527-6400 Maint Work Order Transfer 77.25%

Budgeted \$35,000 Expended \$27,037.02

527-6900 Miscellaneous -18.96%

Budgeted \$500 Expended: **-\$94.78** Not sure what happened with this account. May correct next month.

Overall budget spent is 36.46%

Trustee or Councilmember Concerns--Unaware of any. Some may be raised at the meeting.

Request for a memorial bench – Cindy Osaki

There are two book clubs requesting they be allowed to place a memorial bench for Carrie Scheid in the library. Cindy Osaki will be at the meeting to explain the request.

Request to place a payment kiosk for Idaho Falls utilities in the library.

Finance has requested that they be able to place a payment kiosk in the south foyer of the library as a service to city residents. I have no objections. The kiosk would need power and Internet, both of which are available.

Policy Concerns

Patron code of Conduct appeal. Listed each month in case a patron comes to the meeting to request they be allowed to re-enter the library. This month a patron will appeal their suspension for spitting on a unhoused person and request a return of his library privileges.

Budget Discussion

Will appear on the agenda throughout the year to allow the trustees to discuss budgets and make adjustments as needed. The board can discuss the meeting with the Mayor and Tyrone and Robert can report on the meeting with Council president Jim Francis.

Review next board meeting date

Next regular meeting is set for March 5, 2026.