

Boise Public Library
Board of Trustees
Regular Meeting Minutes
September 9, 2021

The Boise Public Library Board of Trustees met at the Main Library in the Bingham Room for their regular meeting at 11:30 a.m. on Thursday, September 9, 2021.

Board of Trustees Present:

Tonya Westenskow, Vice President; Sonia Galaviz (Remote); Brian Klene; Phil Magnuson (Remote); Nicole Trammel Pantera (Remote).

Others Present:

Jessica Dorr, Director; Jill Johnson, Friends of the Library Representative (Remote); Brian Manship, Boise Public Library Foundation Representative; Kathy Stalder, Acquisitions and Technical Services Manager (Remote); Sarah Kelley-Chase, Public Services Manager (Remote); Heidi Lewis, Main Library Manager (Remote); Joni Hansen, Bown Crossing Branch Supervisor (Remote); Jamie Lundergreen, Library Communications/Customer Experience Manager (Remote); Ed Jewell, Boise City Legal Counsel; Rob Lockward, Boise City Legal Counsel; Lynette Gould, Boise City Department of Finance and Administration (Remote); and Kari Davis, Library Administrative Assistant.

1. Call to Order and Introductions

The meeting was called to order by Westenskow at 11:30 a.m. and a roll call was conducted.

Westenskow invited the Trustees to introduce themselves and welcomed Trustee Klene and Trustee Pantera to the Board.

2. Communications

None

3. Minutes- Action Item

MOTION by Magnuson and seconded by Galaviz that the August 10, 2021, regular meeting minutes be approved as presented. All in favor, motion carried.

4. Consent Agenda- Action Item

a. Payment of Bills and Payroll

b. Financial Reports

MOTION by Magnuson and seconded by Galaviz to approve the August bills and payroll, the expenditure and revenue report for the period ending July 31, 2021, and the Gift Fund activity report for July 2021. All in favor, motion carried.

5. Reports

a. Friends of the Boise Public Library

Johnson reported on the Friends involvement at this years' Boise Comic Arts Festival. The group sold \$2,600 at the two-day event. The Friends also offered t-shirts for the event which was a success and something they hope to offer again.

b. Boise Public Library Foundation

Manship shared that the Foundation would be meeting in person as a full board on September 14. The group will be electing a new Chair as Lynn Hoffmann has resigned to focus on another board.

c. Library Director's Report Including Administration and Management

Dorr welcomed Pantera and Klene to the Board.

Dorr reported that service hours for the Library expanded again in August. Locations are now open evenings and weekends and are showing an uptick in usage. Programming will continue through the fall with programs being held in local parks. Programs affected by air quality or weather will be cancelled.

Westenskow joined a Library All Staff meeting to thank staff for their work during COVID. She wanted staff to know the Board considers their safety when making decisions, especially during this time. Dorr shared that staff enjoyed Westenskow joining the meeting.

6. Educational Item

Stalder provided an overview of intellectual freedom and its basis for building the collection at the Library. Staff ensure that items in the collection provide information on each side of a topic based on interest in our community. Stalder also reviewed the process for requests for reconsideration with the Trustees.

Stalder reported to Trustees how digital content in libraries differs from print materials. Third-party vendors determine how libraries access digital materials and for how long. Print and digital material have different circulation options and different pricing structures. Libraries have to re-purchase content which makes digital materials less sustainable than print materials.

7. Old Business

a. Boise Public Library Policy Review:

Section 5.00, Collection Development and Maintenance

Kelley-Chase reviewed section 5.00, Collection Development and Maintenance, of the Boise Public Library Policy Manual.

This concluded the Library Board of Trustees annual policy review for Fiscal Year 2021 as stipulated by the Board's bylaws.

8. New Business

a. Selection of Meeting Dates for Fiscal Year 2022- Action Item

The Trustees discussed two options for their Fiscal Year 2022 meeting schedule. MOTION by Magnuson and seconded by Pantera to choose option two. All in favor, motion carried.

The Trustees will meet the second Wednesday of every month at 11:30 a.m. in the Bingham Room of the Main Library at 715 S. Capitol Blvd.

9. Election of Officers for Fiscal Year 2022- Action Item

The Library Board of Trustees Bylaws, Article IV, Section 1, states: "The Board shall elect at its annual meeting from its members a President and Vice President who shall serve for a term of one (1) year or until his/her successor is elected. No officer shall serve more than two full consecutive terms."

MOTION by Magnuson and seconded by Galaviz to elect Tonya Westenskow as President for the term October 1, 2021, through September 30, 2022. All in favor, motion carried.

MOTION by Galaviz and seconded by Westenskow to elect Phil Magnuson as Vice President for the term October 1, 2021 through September 30, 2022. All in favor, motion carried.

10. Review, Amend, Repeal, or Adopt Bylaws, Policies and Procedures

Library policies were reviewed monthly with the final review completed during the regular portion of the meeting. Trustees reviewed the existing bylaws.

11. Selection of Trustee to Review Payment Vouchers

Galaviz was selected to be the Trustee to review vouchers for September.

12. Selection of Meeting Date

The next regular Board of Trustees meeting is scheduled for Wednesday, October 13, 2021 at 11:30 a.m.

13. Executive Session: 74-206 (1)(f) Current or Pending Litigation.

MOTION BY Magnuson and seconded by Pantera that under provisions of Idaho Code § 74-206 (1)(f) that the Board recess to an executive session to communicate with legal counsel about legal options for pending litigation.

Motion carried on the following roll call: Galaviz, yes; Klene, yes; Magnuson, yes; Pantera, yes; Westenskow, yes. The Board recessed to an executive session at 12:45 p.m.

The Board reconvened into regular session at 1:06 p.m. and no vote occurred on the matter discussed in executive session.

14. Adjourn

MOTION by Magnuson and seconded by Pantera to adjourn at 1:10 p.m. All in favor, motion carried.

Approved:

Jessica Dorr, Director

Tonya Westenskow, President