



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

BOISE PUBLIC LIBRARY BOARD OF TRUSTEES Regular Meeting Minutes July 12, 2023

The Boise Public Library Board of Trustees met at the Main Library in the Marion Bingham Room for their regular meeting at 11:30 a.m. on Wednesday, July 12, 2023.

City Staff, City Council, and Partners Present

- Jessica Dorr, Library Director
- Kathleen Stalder, Library Acquisitions and Technical Services Senior Manager
- Sarah Kelley-Chase, Library Public Services Senior Manager
- Emily Johnson, Library Chief Administrative Officer
- Heidi Lewis, Main Library Division Manger
- Joni Hansen, Bown Crossing Branch Manager
- Kari Davis, Library Administrative Assistant
- Ed Jewell, Boise City Legal Counsel
- Shawn Wilson, Boise City Municipal Facility Program Manager Senior
- Lindsay Erb, Boise City Public Works Senior Project Manager
- Tilley Bubb, Boise City Arts and History Cultural Planner
- Lynette Gould, Boise City Financial Services Supervisor (Remote)
- Jimmy Hallyburton, Boise City Councilmember
- Jill Johnson, President of the Friends of the Boise Public Library (Remote)

1. Call to Order and Introductions

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

Present: Brian Klene, President; Rebecca Lemmons, Vice President; Nicole Trammel Pantera.

2. Communications

None.

3. Minutes - Action Item

MOTION to approve the June 14, 2023 regular meeting minutes.

Motion: Pantera

Second: Lemmons

Result: Motion carried

4. Consent Agenda - Action Item

a. Payment of Bills and Payroll

b. Financial Reports

MAIN LIBRARY
715 S. Capitol Blvd., Boise, Idaho 83702
P: 208-972-8200 | TTY: 800-377-3529

LIBRARY! AT
BOWN CROSSING
P: 208-972-8360

LIBRARY! AT
COLE & USTICK
P: 208-972-8300

LIBRARY! AT
COLLISTER
P: 208-972-8320

LIBRARY! AT
HILLCREST
P: 208-972-8340

BOISE CITY COUNCIL: Holli Woodings (President), Jimmy Hallyburton (President Pro Tem), Patrick Bageant, Latonia Haney Keith, Colin Nash, Luci Willits

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MOTION to approve the May bills and payroll, the expenditure/revenue reports for the period ending May 31, 2023, and the gift fund activity report for May 2023.

Motion: Klene

Second: Lemmons

Result: Motion carried

5. Reports

a. Friends of the Boise Public Library

Johnson shared that the Friends are looking at doing a sale at the Hillcrest Branch later this year. The Friends are also planning an auction to offer items of interest to the public. Johnson also shared that the group is looking to expand its Board. Trustees asked about the Friends Board membership and how they could provide or offer information to those who might be interested in joining.

b. Boise Public Library Foundation

No update.

c. Library Director's Report including Administration and Management

Dorr shared that Trustee Natasha Rush had resigned and noted her appreciation for all the support Rush provided to Boise Public Library. Dorr mentioned that the Mayor would now be filling two slots and would pull both from the recent applications.

Dorr noted a suggestion by Trustee Klene that the entire Board be given a tour of the Main Library work once the new Trustees join. Dorr asked the Trustees what information was helpful or needed to be shared with the new members. Trustees shared that the library tours were very impactful and that the training done by legal on public meetings and policy was beneficial. An additional suggestion of a timeline related to annual cadence of business before the Board would be helpful.

Dorr also shared that during the City's July 11, 2023 public hearing on the FY24 Budget a citizen group presented their desire for a West Boise branch library. This was a great discussion and set the stage for the upcoming facility plan work.

Hallyburton also shared his thoughts on the meeting and indicated that Council is waiting to see the next steps that get identified in the library facility plan. A desire of Council is to see the plan identify and scope gaps in library service across the City.

6. Old Business

a. Boise Public Library Policy Review:

Section 4.00, Use of the Library – Action Item



Section 4.00, Use of the Library, subsection 4.03, was presented to the Board with changes recommended by Trustees at the June meeting. Policy 4.04-4.07 were also presented with no changes recommended.

MOTION to approve the recommended changes to Policy 4.03.

Motion: Lemmons

Second: Pantera

Result: Motion carried

This continues the Library Board of Trustees annual policy review of Fiscal Year 2023 as stipulated in the Board's bylaws.

b. Capital Projects Update

Wilson provided an update on the projects taking place at the Main Library to ensure the building will last at least an additional ten years. Planned facility improvements over the next few years were reviewed along with other identified needs. The upcoming facility plan will help guide additional future investments.

7. New Business

a. Library Facilities Public Art Assessment

Bubb presented to the Trustees an overview of an assessment she is conducting regarding public art across City Departments. Her current focus is public art funded by the City's General Fund, including the art located at all library facilities.

Bubb asked Trustees what they would like to see as far as art investments in the library facilities. She will be developing a plan, with feedback from stakeholders, on investments to make going forward. Trustees shared with Bubb their thoughts on future art investments at library locations.

b. Temporary adjustments to Service Hours at the Library! at Cole & Ustick and the Library! at Hillcrest Branches – Action Item

Staff informed the Trustees about upcoming flooring replacements at the Library! at Cole & Ustick and the Library! at Hillcrest branch locations. The work will disrupt services at both locations and require an adjustment to hours. The Library! at Cole & Ustick will be physically closed August 1-6 but will be open for curbside service during the closure. The Library! at Hillcrest will be closed in late August and unable to offer services because of the layout and logistics of its entrances.

MOTION to approve the adjustments to service hours at the Library! at Cole & Ustick and the Library! at Hillcrest branches as presented.

Motion: Lemmons

Second: Pantera

Result: Motion carried



8. Selection of Trustee to Review Vouchers

Klene was selected to be the Trustee to review vouchers.

9. Selection of Meeting Date– Action Item

The next Board of Trustees meeting is scheduled for Wednesday August 9, 2023 at 11:30a.m. Due to the lack of a quorum available for the original meeting date the Trustees voted to change the date to August 16, 2023.

MOTION to approve moving the next regular meeting to Wednesday 16, 2023 at 11:30a.m.

Motion: Klene

Second: Pantera

Result: Motion carried

10. Adjourn

MOTION to adjourn the meeting.

Motion: Lemmons

Second: Pantera

Result: Motion carried

The meeting ended at 12:49p.m.

Approved:

Jessica Dorr, Director

Brian Klene, President

