



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

Boise Public Library Board of Trustees Regular Meeting Agenda

Wednesday, March 12, 2025, 11:30 a.m. • Main Library, Marion Bingham Room, 715 S. Capitol Blvd., Boise, ID 83702

Public can attend the meeting in person or via YouTube at the following link:

<https://www.youtube.com/channel/UCJo0NAsCybsN0DtzuAI3LGA>

<p>BOARD OF TRUSTEES Rebecca Lemmons, President Ron Pisaneschi, Vice President Reshma Kamal Brian Klene Nicole Trammel Pantera</p>	<p>MISSION The Boise Public Library's mission is to provide access and opportunity for everyone by connecting people to ideas, information, and community.</p>
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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

AGENDA

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1. Call to Order and Introductions

2. Communications

None

3. Minutes-Action Item

February 12, 2025, Regular Meeting

4. Consent Agenda-Action Item

All matters on the consent agenda are considered routine and may be approved in a single motion. A trustee may ask that an item be removed from the consent agenda and considered separately.

a. Payment of Bills and Payroll

b. Financial Reports

Year-to-Date through January 31, 2025

Gift Fund activity for January 2025

5. Reports

a. Friends of the Boise Public Library

b. Boise Public Library Foundation

c. Library Director including administration and management

6. Requests for Reconsideration

Requests for the move, or removal of materials are brought to the Board for reconsideration at the Library Board President's discretion.

None

7. Educational Item

a. Library Support for Local Businesses

Information Services Librarian Monique Gaddy will provide an overview of resources the Library has for local businesses. She will also share results from the Business Value Calculator developed by the Urban Libraries Council which measures the Library's contributions through training and education, research services, physical spaces, and technology and equipment.

8. Old Business

a. Boise Public Library Policy Review:

Section 4.00, Use of the Library

Library Public Services Manager Sarah Kelley-Chase will continue the review of section 4.00 of the Boise Public Library Policy Manual with the Trustees, specifically

section 4.04, Security. The staff recommends no changes to this section of the policy manual and is a discussion item only.

This continues the Library Board of Trustees annual policy review for Fiscal Year 2025 as stipulated by the Board's bylaws.

9. New Business

None

10. Selection of Trustee to Review Payment Vouchers

Trustee review for vouchers by Klene.

11. Selection of Meeting Date

Next regular meeting on Wednesday, April 9, 2025.

12. Adjourn

Any person needing special accommodations to participate in the above notice meeting should contact the library administration office at 208-972-8258 no later than three working days before the scheduled meeting.

BOISE PUBLIC LIBRARY

Library Director's Report

March 2025

Operations

Hours and Services Status

All locations experienced normal operations during February without the need for adjustments to hours or services for any reason.

Ultimate Book Nerd

On Friday, February 21st Mayor McLean joined staff from the Library to celebrate 40 students at Liberty Elementary School for earning the title of Ultimate Book Nerd. Two classes completed the challenge by reading 30 books in the 50 challenge categories.

Library Journal

Library Journal, a trade publication for librarians, published a [story](#) on Idaho public libraries and their response to the "Children's School and Library Protection Act." I was interviewed for this article and was able to share information on how Boise Public Library implemented the new law.



Budget Update

On February 11th Boise City Council approved an [Interim Budget Change](#) to transfer funding from the Library to Public Works to support Downtown Library deferred maintenance. This transfer of funds will make it easier for Public Works to manage all the projects in and around the Library.

Save the Date

The Board of Trustees is invited to join the Summer Reading & Learning Celebration which will be held from 10am to 2pm on Saturday, May 17th at J.U.M.P. This year over twenty different organizations will join the event to kick off summer learning.

Administration and Management Reports:

Programming

- Our Tele-Appointment Pod is now [reservable](#) at the Downtown Library. The pod is a sound dampening, semi-private space available for virtual meeting needs.
- Last month, the Library! at Bown Crossing saw an increase in attendance at some regular programs including Music and Movement (over 100) and Pokémon League (57). They also hosted a well-attended Winter Pokémon Build and Battle Tournament
- Youth Services staff performed six additional storytimes for visiting daycares and classes and helped four visiting classes with accessing Library resources.
- Information Services completed a major shifting project on the 2nd floor in which all the oversized collection was interfiled with the regular books for more visibility. The top (unused) shelf from all the bookshelves were removed to allow more natural light throughout the entire 2nd floor.



Staff Development

- A Library! at Bown Crossing staff member attended the Summer Reading and Learning Conference to gain useful knowledge about running successful summer reading programs and best practices.

Community Partners

- A Youth Services librarian visited both the BSU Children's Center Baby and Me Group and St. Al's Toddler and Me Group, where she spoke about early literacy for infants and toddlers and led a storytime session.
- Library staff from the different branches attended the Jefferson STEM Night, where they saw over 100 children and families. They made library buttons with attendees and had an epic fort-building activity.
- Cole & Ustick staff attended a STEAM Day at Morley Nelson Elementary school. 67 students had the opportunity to practice making their own short stop-motion films.
- Cole & Ustick staff attended Centennial High Schools monthly book club. Along with the book club, a BCU librarian attended a special author event with Angeline Bouleley for high school juniors and seniors.
- Youth Services staff attended outreach events at the Lincoln Early Literacy Center for their open house for new students, Anser Charter School, and Hillside Junior High for a Books and Bites program.
- Information Services hosted a Medicare/Medicaid Information Session for the public.
- VITA helped 150 people with their taxes at the Downtown Library, and AARP helped 240 people with their taxes at the Library! at Hillcrest last month.

Communications

Monthly Email Newsletter: [February](#)

- Content included an article Black History Month, the Winter Reading Program, Downtown Library Construction, Working Dogs program, February closures, BCAF Call for Exhibitors, Tax Season Help,

Valentine Hearts for Kids, NoveList Plus and the Friends of the Boise Public Library Kids Books & Media Sale.

- Sent Friday, Jan. 31st @ 3:39 p.m., 8449 successful deliveries
- Open/Read Rate: 59.27% (5008) / Click Rate 9.02% (452)

Ultimate Book Nerd Newsletter: [February UBN](#)

- Sent Wed, Feb. 26 @ 3:03 p.m., 1035 successful deliveries
- Open/Read Rate: 68.12% (705) / Click Rate 15.74% (111)

Special Edition Newsletter: [Community Listening Sessions](#)

- Sent Wed, Feb. 26 @ 11:25 a.m., 8343 successful deliveries
- Open/Read Rate: 57.95% (4835) / Click Rate 2.10% (102) (Note: click through not necessary since all info was in the email, itself)

Social Media Social Media

- In February, we sent out eight posts on Facebook for 125,504 impressions and 3.92% engagement rate, and ten posts on Instagram for a reach of 36,424 and an engagement rate of 6.12%. Crafts + Companions and the Winter Reading Program were the top two Facebook posts and Onyx Storm processing video, and the Library Community Listening Sessions were two of the top three Instagram posts.
- A social media report for February is on page six for reference

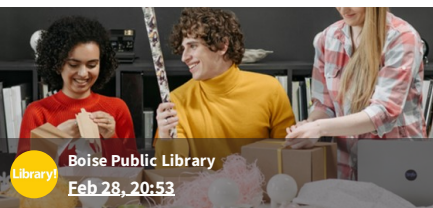
Boise Public Library Benchmarks

Facebook Posts: 3 per week
 Facebook Impressions: 600
 Facebook Engagement Rate: 3%

Instagram Posts: 3 per week
 Instagram Impressions: 500
 Instagram Engagement Rate: 5%

Posts	Post impressions	Post engagement ...	Followers
8 posts	125,504 impressions	3.92% engagement rate	150,805 followers
📈 167% from 3	📈 110% from 59,786	📉 53.1% from 8.35%	📈 0.4% from 150,246

Top posts



Crafts + Companions, the ideal Combo! Bring your own craft to the Library! at Cole & Ustick and socialize with other creators. There's tea, nice big tables, and a welcoming

1,985 organic reach



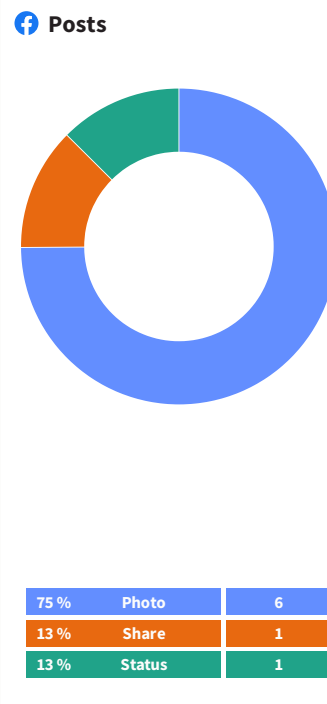
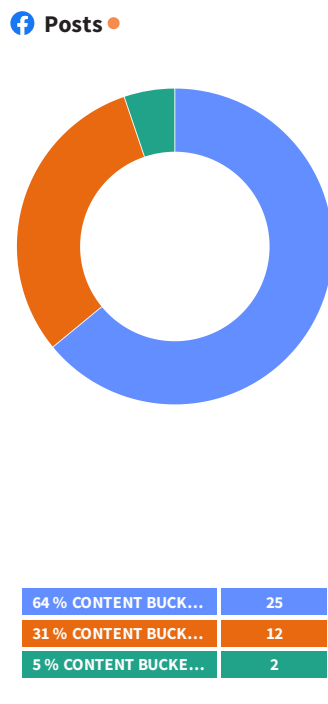
Winter Reading has begun! Kids and teens are invited to beat the winter blues with a good book by reading every day this month. Join in the fun all through February. Participants can

1,242 organic reach

Boise Public Library
 Feb 13, 22:55

All Boise Public Library programs have been canceled this afternoon / evening, February 13th, because of the weather. This applies to all Boise Public Library locations. Stay safe out there!

1,211 organic reach



📷 Posts	📷 Post reach	📷 Post engagement ...	📷 Reached audience...
10 posts	36,424 users	6.12% engagement rate	25-34 +86.1% 94,421
📈 42.9% from 7	📈 64.1% from 22,192	📈 2.3% from 5.98%	18-24 +95.4% 49,912
			35-44 +79.8% 42,098
			13-17 +626% 15,637
			45-54 +38.5% 13,000
			55-64 +9.9% 4,861
			65+ +19% 3,232

📷 Top posts



Happy Galentine's Day, Boise!

7,776 reach



Here's how @boisepublib adds new books (like these additional copies of Onyx Storm) to the library system 🤍🤍

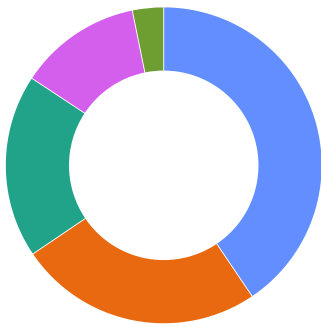
6,752 reach



We want to hear from you at the @boisepublib Community Listening Sessions to share ideas on how we can improve library spaces and services for the community.

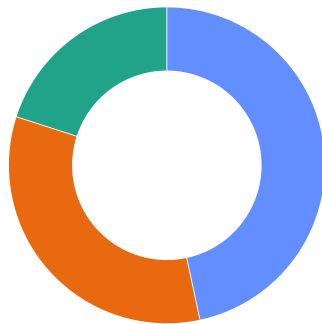
6,347 reach

📷 Posts



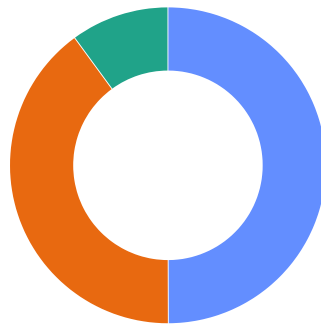
41% PRIORITY Clea...	13
25% PRIORITY Opp...	8
19% PRIORITY Enga...	6
13% PRIORITY Safe ...	4
3% PRIORITY Home...	1

📷 Posts



47% CONTENT BUCK...	14
33% CONTENT BUCK...	10
20% CONTENT BUCK...	6

📷 Posts



50% Reel	5
40% Photo post	4
10% Carousel album	1

DOWNTOWN LIBRARY IMPROVEMENTS, COLE & USTICK BOOK SORTER & LIBRARY FACILITEIS PLANNING PROJECT STATUS REPORT

Project Start Date:	Summer 2022	Estimated Finish Date:	Ongoing
Project Manager:	Lindsay Erb	Department:	Library

PROJECT STATUS:

Period Covered:	February 2025
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Project Summary	<ul style="list-style-type: none"> ▪ <u>Downton Library</u> numerous major repair and maintenance items that need to be addressed to give the library another 10+ years of life, along with space reconfigurations to better serve the public. This work will consist of a program of projects to occur over several years based on project prioritization and budget. ▪ <u>Cole & Ustick Library</u> new book auto sorter and tenant improvements. ▪ <u>Library Facilities Master Planning</u> to address facilities needs for the next 20 years which will be utilized to aid in future decisions about location, size, design and functions of library facilities as well as to better understand staffing needs and potential funding options.
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DOWNTOWN LIBRARY IMPROVEMENTS UPDATE	<p><u>Restroom Renovations</u></p> <ul style="list-style-type: none"> ✓ Project Scope: Includes four story portion only for restroom renovations, plumbing line replacement and fire pump replacement <p>Status:</p> <ul style="list-style-type: none"> • Architect verifying all punch list items have been addressed. <p><u>1st Floor Renovations</u></p> <ul style="list-style-type: none"> ✓ Project Scope: Includes 1st story portion of building only which includes renovations to information desk, Hayes auditorium, collections, and youth services areas. ✓ Deferred maintenance / building systems upgrades will be part of this project scope which includes updates and modifications to the existing mechanical, electrical and plumbing systems along with several exterior window improvements. <p>Status:</p> <ul style="list-style-type: none"> • Construction Documentation is wrapping up and will go into permitting in April. • Electrical gear lead time is 12 – 18 months, plan to issue as an early bid package mid-March • Construction start is estimated to begin late summer dependent on design timeline and budget review. <p><u>Major Parking Lot Replacement</u></p> <ul style="list-style-type: none"> ✓ Project Scope: Includes replacing existing parking lot storm drainage system and reconfiguring vehicular access, circulation, parking, bike / pedestrian traffic, geothermal line replacement feeding library, landscaping, and site amenities (Book Drop location).
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	<ul style="list-style-type: none"> ✓ South end of parking lot to be completed late Spring 2025 per status update below. <p>Status:</p> <ul style="list-style-type: none"> • Schematic design is complete, and pricing received from CM Co for FY27 budget request preparation. • Design effort started early to get pricing for budgeting as well as coordinate with adjacent project design and future construction work at the Cabin, Capitol Blvd, Greenbelt re-routing project around Anne Frank Memorial, and Wassmuth Center. • The South end of parking lot will be completed with CCDC work at Anne Frank Memorial and greenbelt re-alignment project at end of 8th Street to tie geothermal line connecting Capitol Blvd and 8th Street lines into existing line feeding the library. Construction is currently underway. <p>Brick repairs/ Window Replacements</p> <ul style="list-style-type: none"> ✓ Project Scope: Repair exterior cracks in mortar & window replacement for 2nd – 4th floors. <p>Status:</p> <ul style="list-style-type: none"> • Plan to bid out after 1st floor renovations are complete. • Work is tentatively planned to begin Fall 2025, pending budget is aligned with bidding climate.
<p>COLE & USTICK AUTOSORTER UPDATE</p>	<p>Scope: Installation of new book auto sorter and tenant improvements to accommodate new auto sorter and staff model update.</p> <p>Status:</p> <ul style="list-style-type: none"> • Autosorter has been purchased and delivery is estimated for July 2025. • Tenant improvements estimated to begin early summer. • Construction documents being finalized.
<p>LIBRARY FACILITIES PLANNING UPDATE</p>	<p>Scope: Assess space utilization, develop and implement a community engagement process to ensure alignment with strategic planning goals and the community, develop recommendations/ alternatives to close the gap with cost estimates, develop various models for new facilities including recommended approach and locations, sizes, and types which includes options for phasing and preparing a 20-year implementation schedule.</p> <p>Status:</p> <ul style="list-style-type: none"> • Community listening sessions are underway.
<p>Overall Project Health</p>	<p><u>Summary:</u></p> <p>Downtown Library: 1st floor renovations with deferred maintenance items along with exterior brick repairs and window replacements are anticipated to be completed this year. Major parking lot replacement construction is estimated to begin in fiscal year 2027 when funding is available.</p> <p>Cole & Ustick Library: On budget & schedule with new auto sorter anticipated to operational late summer.</p> <p>Library Master Facilities Planning: On budget & schedule</p>

Highlights	<p>Downtown Library: Restroom construction & punch list items are complete for 1st through 3rd floors. Only punch list items remain for 4th floor restroom. Partial 1st and 4th floor renovations are finished. Design is progressing on the 1st floor remodel and deferred maintenance items with estimated construction start for late Spring/ early summer pending final budget review.</p> <p>Cole & Ustick Library: Final design package is wrapping up and permit submittal is anticipated for early April.</p> <p>Library Master Facilities Planning: Community listening sessions are in process.</p>
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PROJECT COMPONENTS:

Component	Notes
Scope	Public Works is continuing to review the program of projects to determine proper prioritization based on the information provided in the condition assessment report, efficiencies, and budget.
Budget	The budget will continue to be monitored as we receive estimates and bids to determine the work that can be completed this fiscal year. We have City contingency set aside for each project to ensure we have funding for any potential change orders during construction.
Schedule	Any project specific schedule delays will be noted in the bid package updates section.
Risks	Construction market challenges, including finding multiple bidders and pricing. 1 st floor renovation project will include deferred maintenance and full electrical replacement for the building. Electricians are in high demand with large scale projects under construction in the valley.
Resources	

SCOPE MANAGEMENT:

Status	Discussion
Accomplished	<p>Downtown Library:</p> <ul style="list-style-type: none"> • Auto sorter room construction • Roof replacement & lighting upgrades along parapet • 4th floor & partial 1st floor tenant improvement • Minor Parking Repairs • East & West stair railing work • Visioning work to establish alignment for interior design materials & finishes • Fire pump replacement • Restroom/ plumbing construction work (1st through 4th floors- 4 Story Portion)
Planned	<p>Downtown Library:</p> <ul style="list-style-type: none"> • 1st floor renovations and building systems upgrades • Exterior brick repairs/ window replacements • Major parking lot replacement • Elevator Replacement



Library!



BOISE PUBLIC LIBRARY

Library Statistics Report to the Board of Trustees | March 2025

In-Person Visits

Reported as Calendar Year 2025

(Blank)

Month-to-date Visitors

57,499

Prior Month

60,306

Prior Month Prior Year

-5%

Month Percent Change

312,788

YTD Fiscal

291,238

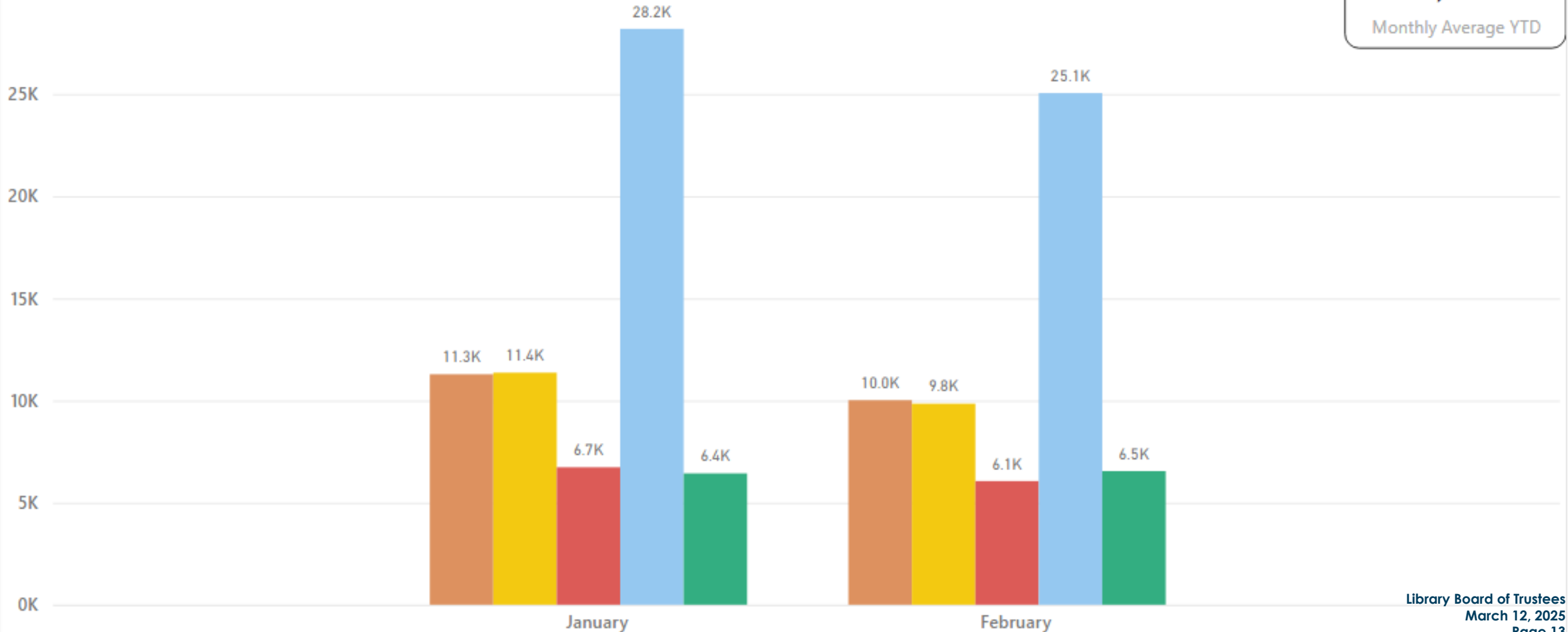
LastYTD Fiscal

+7%

YTD Percent Change

In-Person Visits CY25

Bown Crossing Cole & Ustick Collister Downtown Hillcrest



60,747

Monthly Average YTD

(Blank)

Month-to-date Visitors

57,499

Prior Month

60,306

Prior Month Prior Year

-5%

Month Percent Change

312,788

YTD Fiscal

291,238

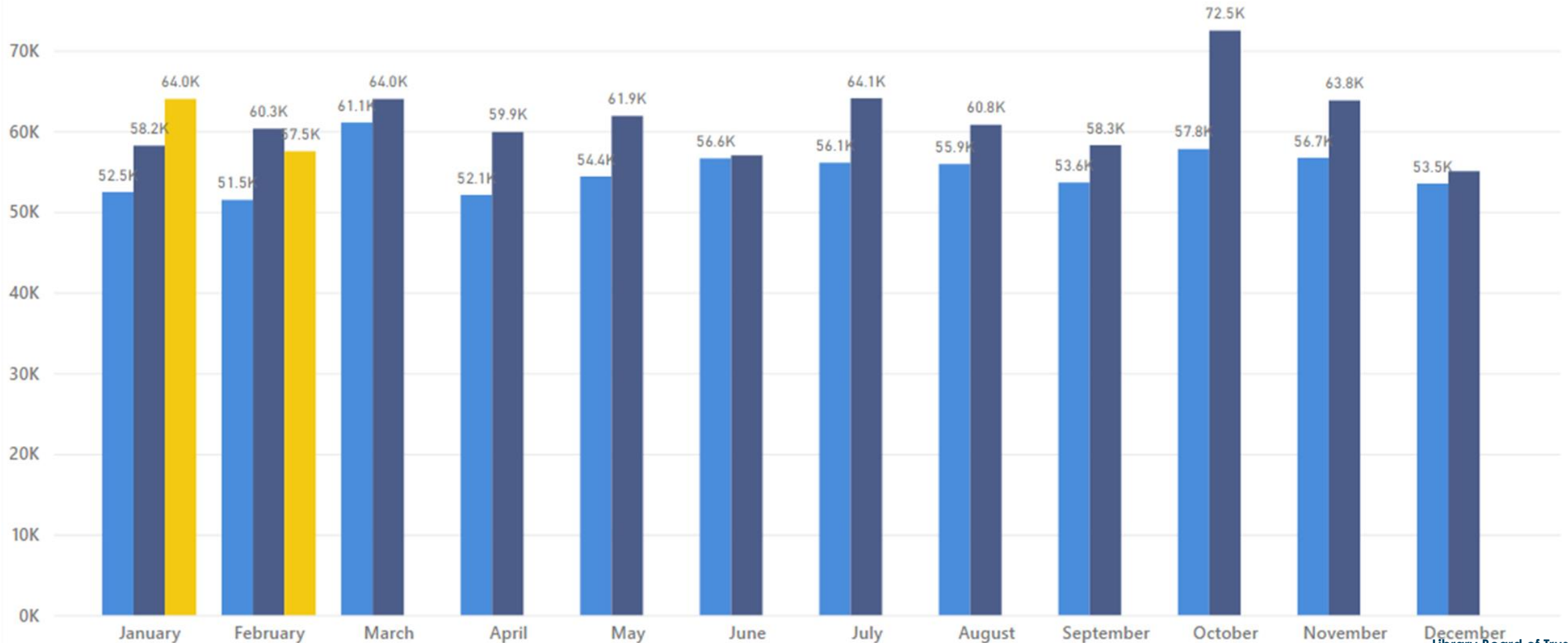
LastYTD Fiscal

+7%

YTD Percent Change

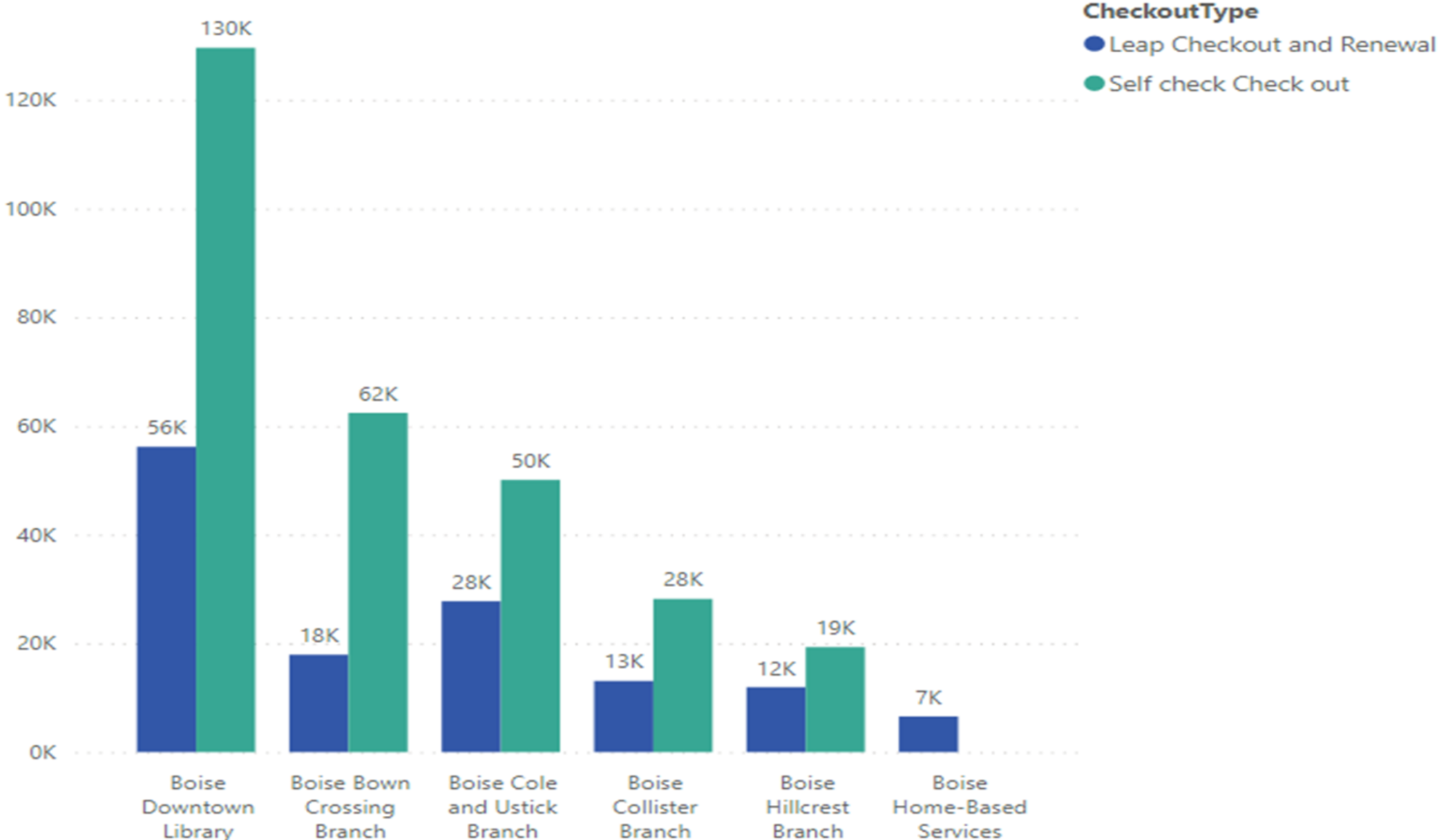
Total In-Person Visits by Year

● 2023 ● 2024 ● 2025



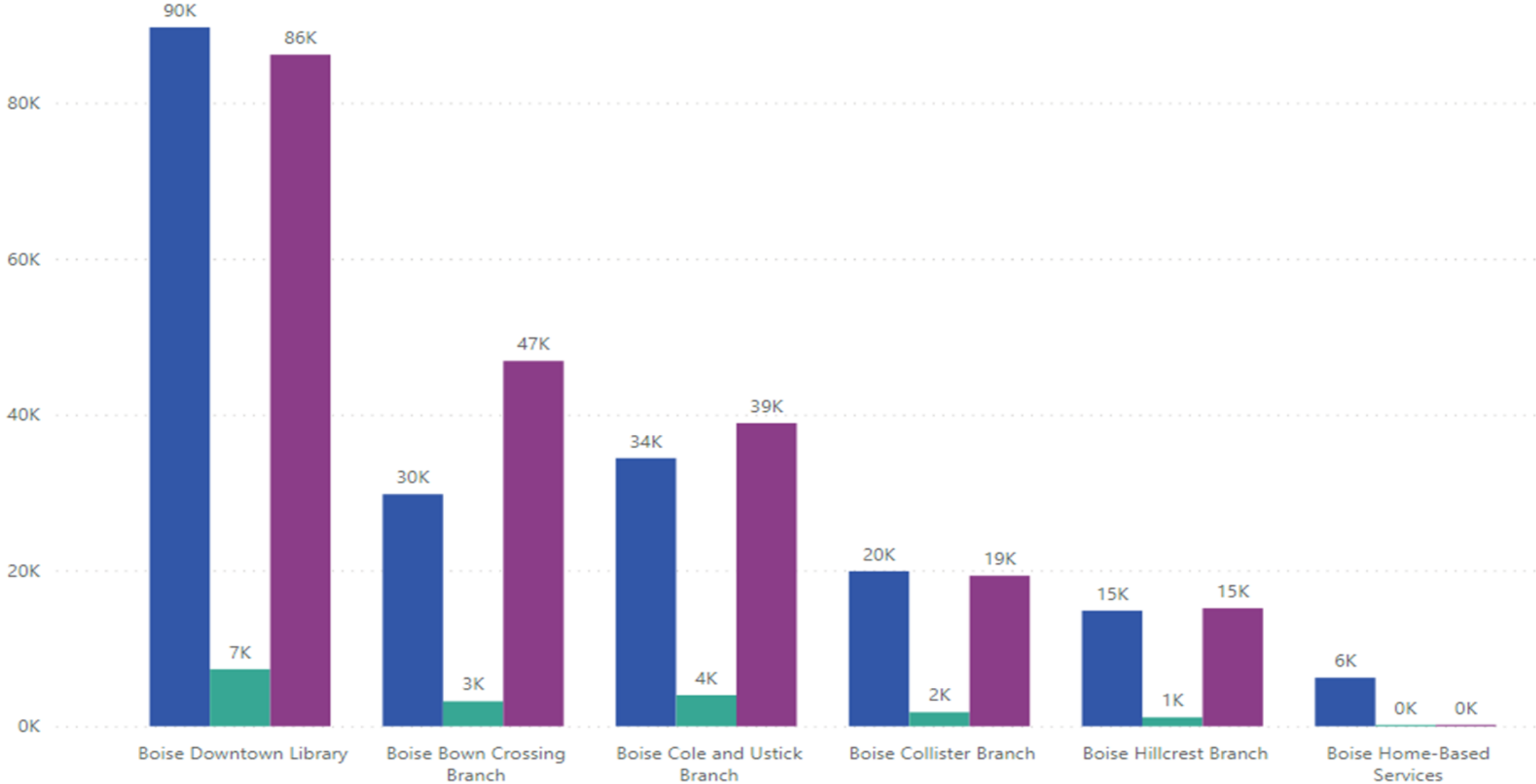
Physical Circulation

Physical Circ by Location FYTD25

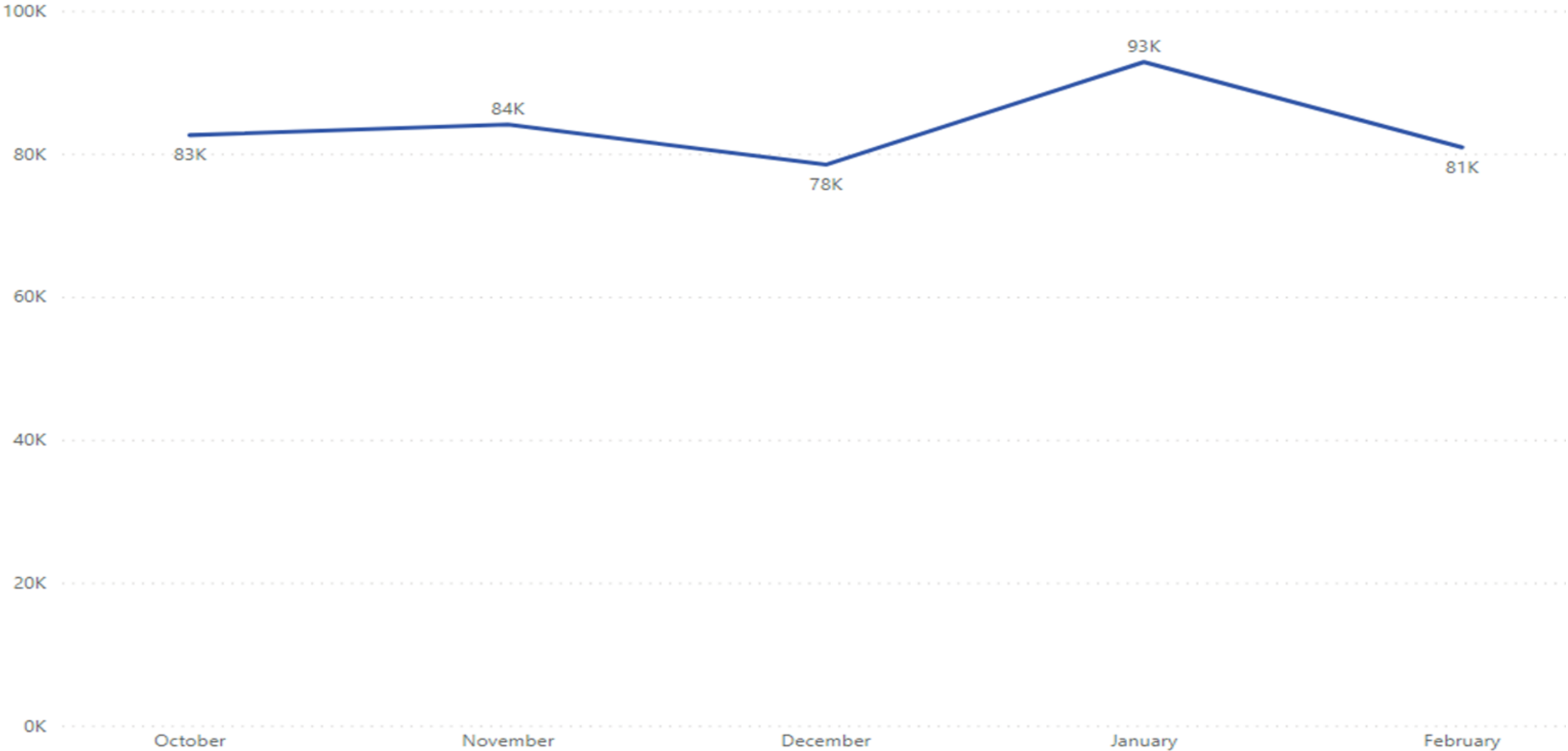


Physical Circulation by Audience FYTD '25

Audience ● Adult ● Teen ● Youth

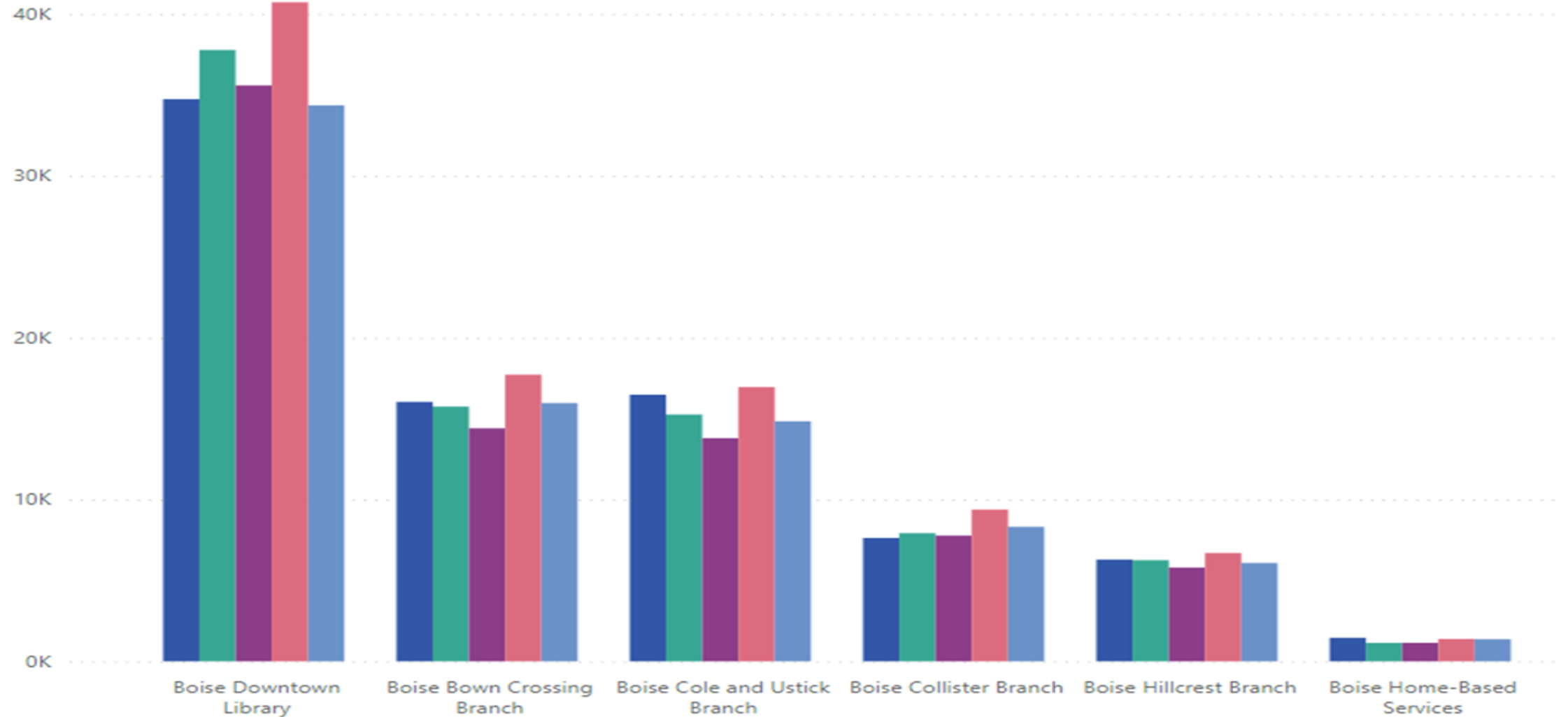


Physical Circulation - Fiscal Year '25



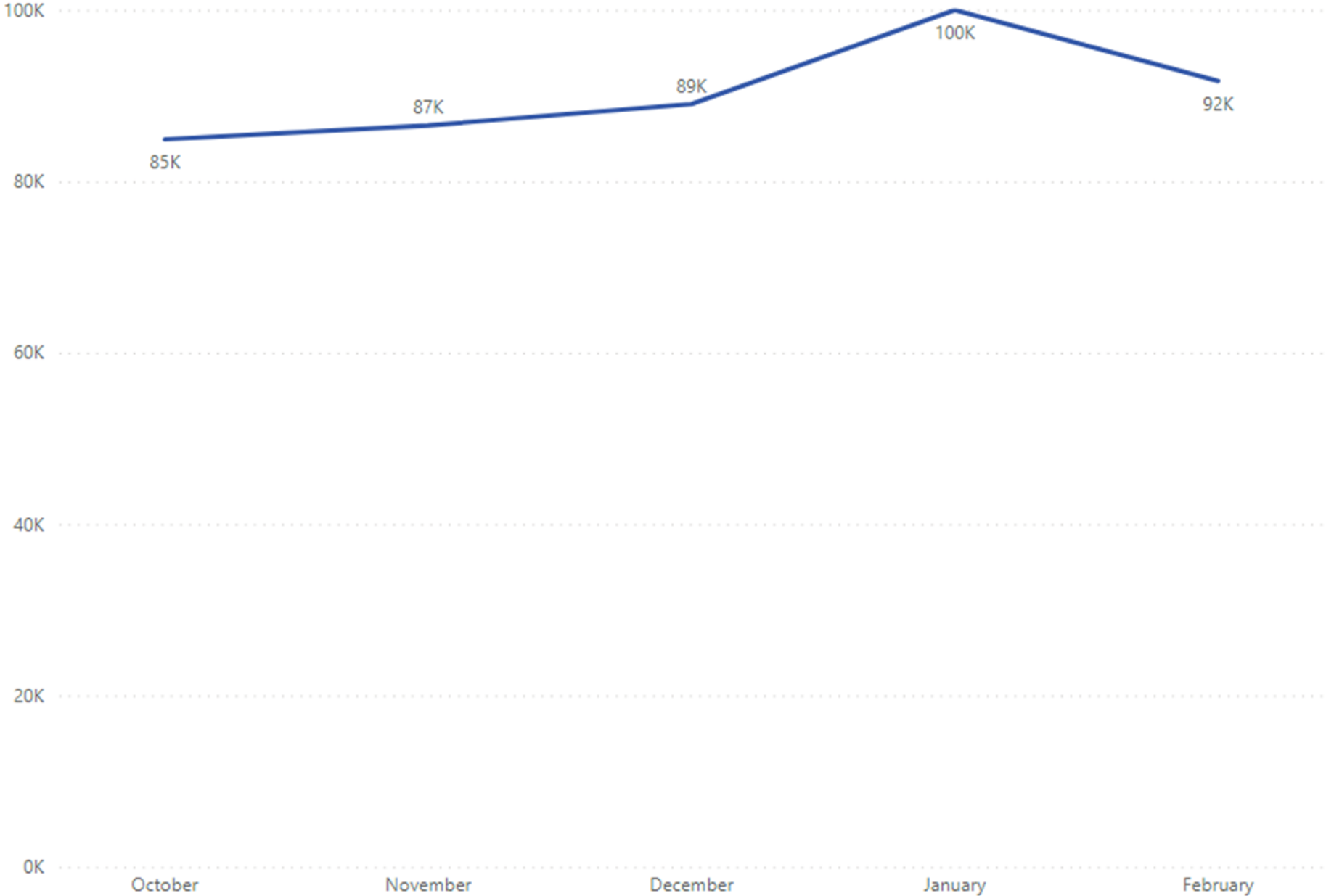
Physical Circulation for Fiscal Year '25

Month ● October ● November ● December ● January ● February



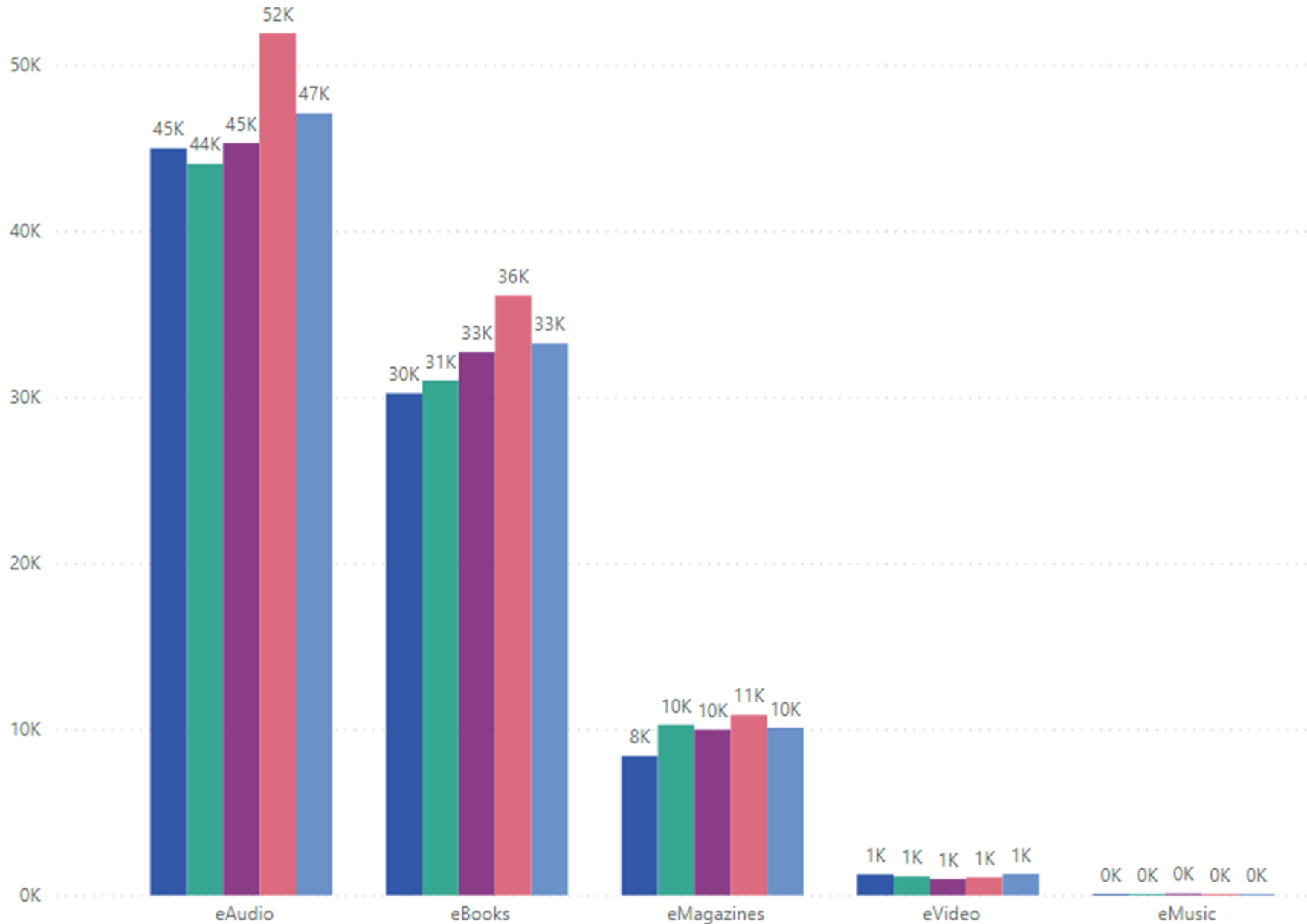
Digital Circulation

Digital Circulation by Month - FY25



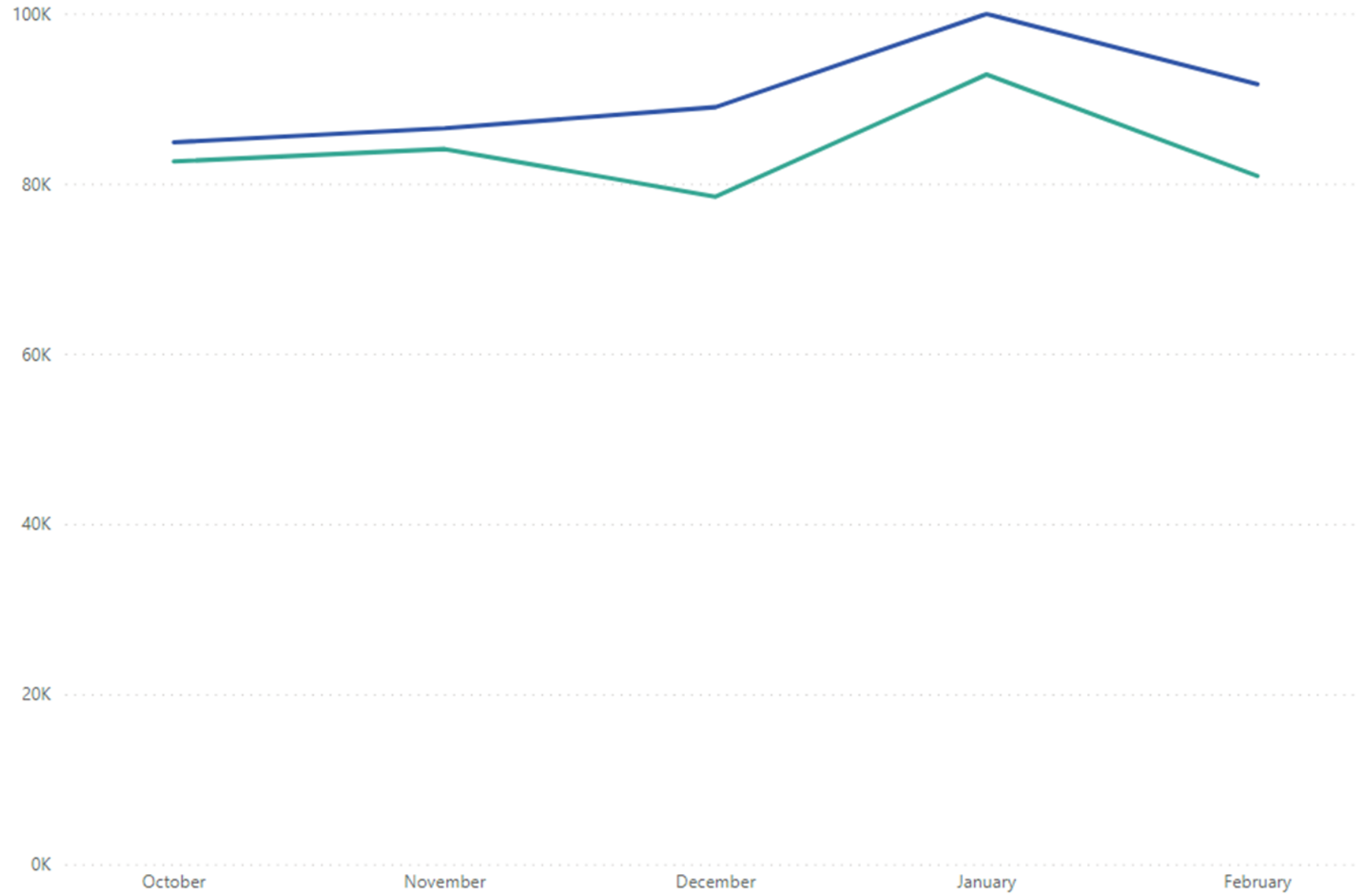
Digital Circulation by Format FY '25

Month ● October ● November ● December ● January ● February



Physical and Digital Circulation FY25

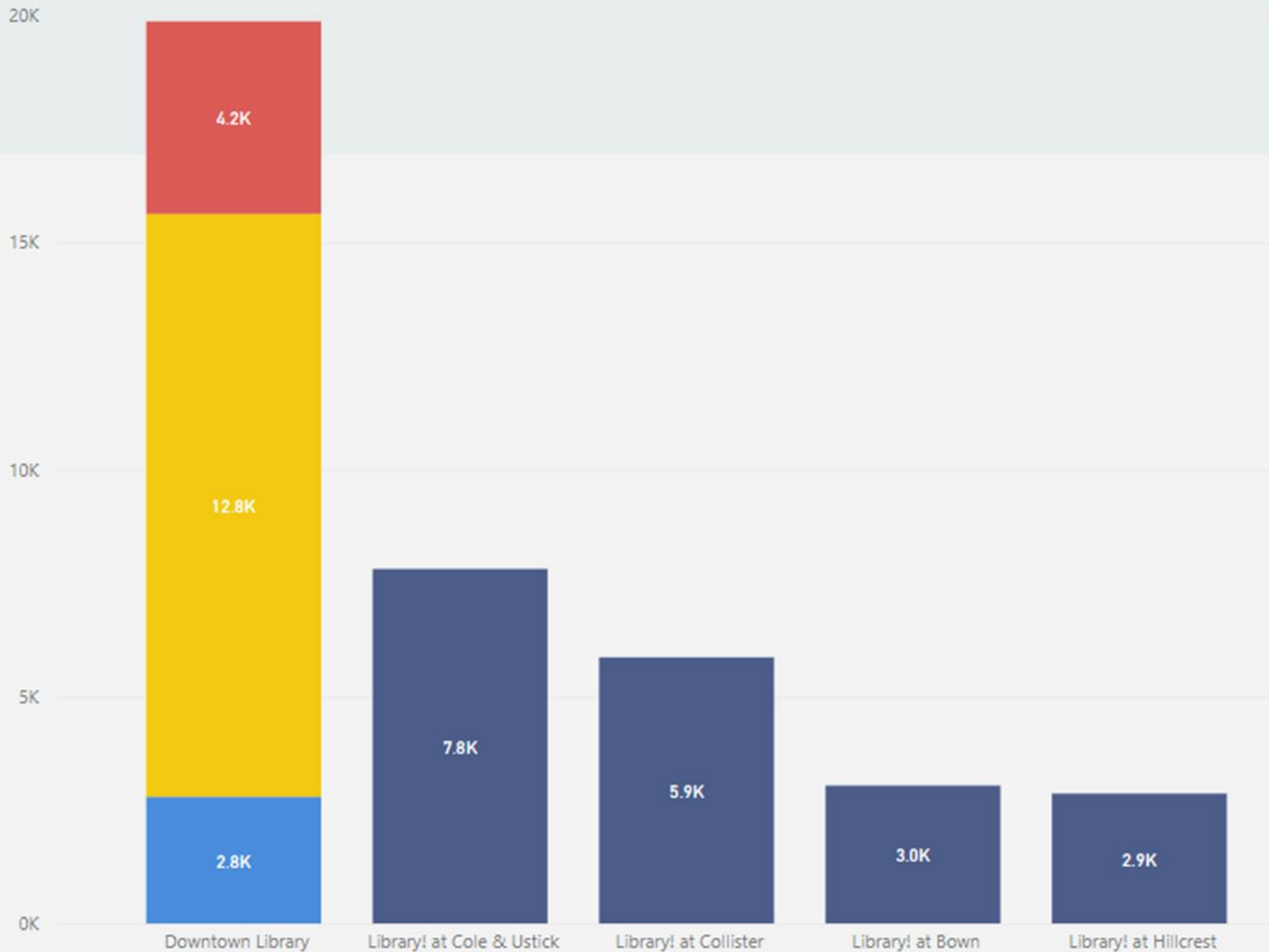
● Digital ● Physical



Reference

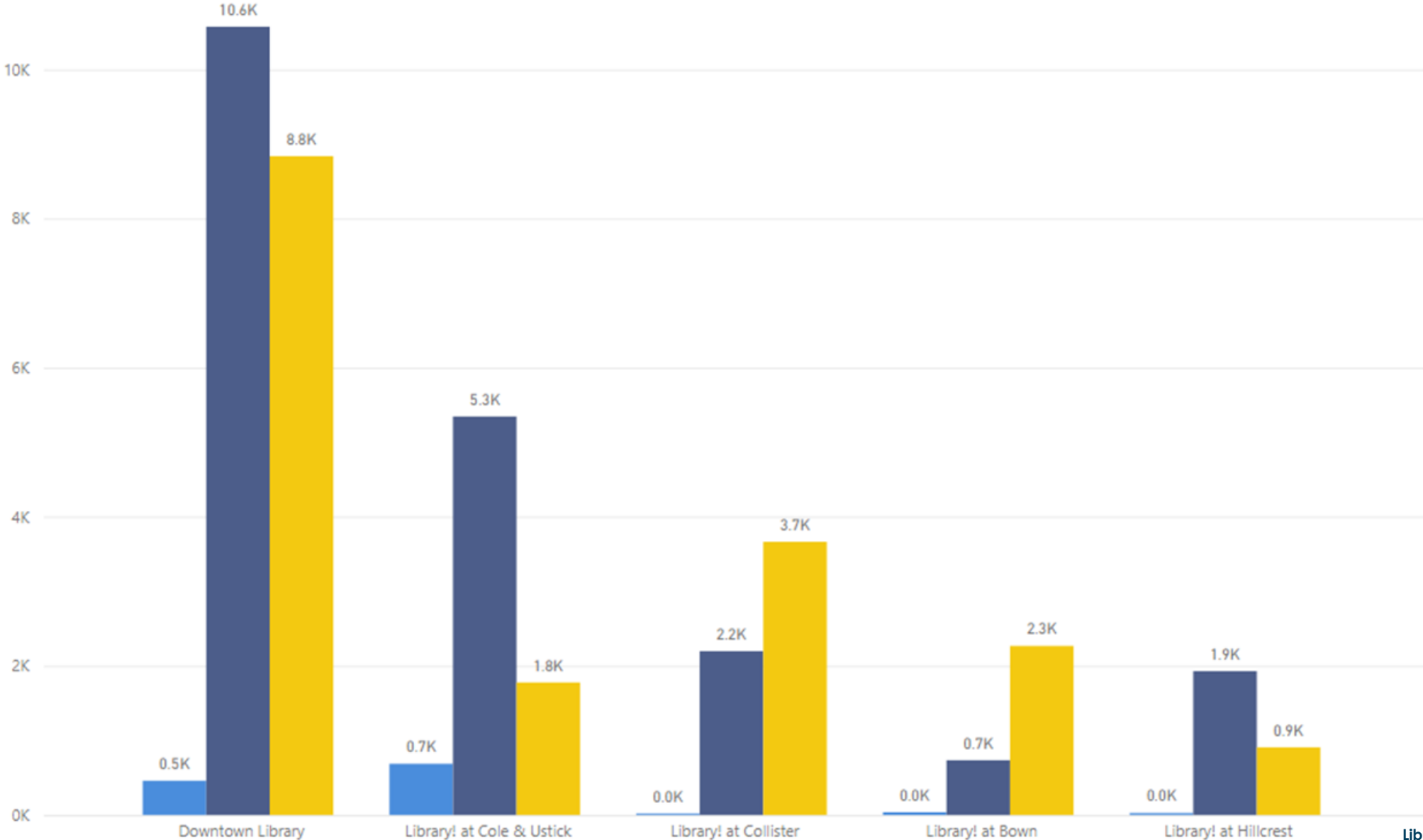
Question Count by Desk and Location FY25

Location ● Circulation ● Desk ● Info Services ● Youth Services



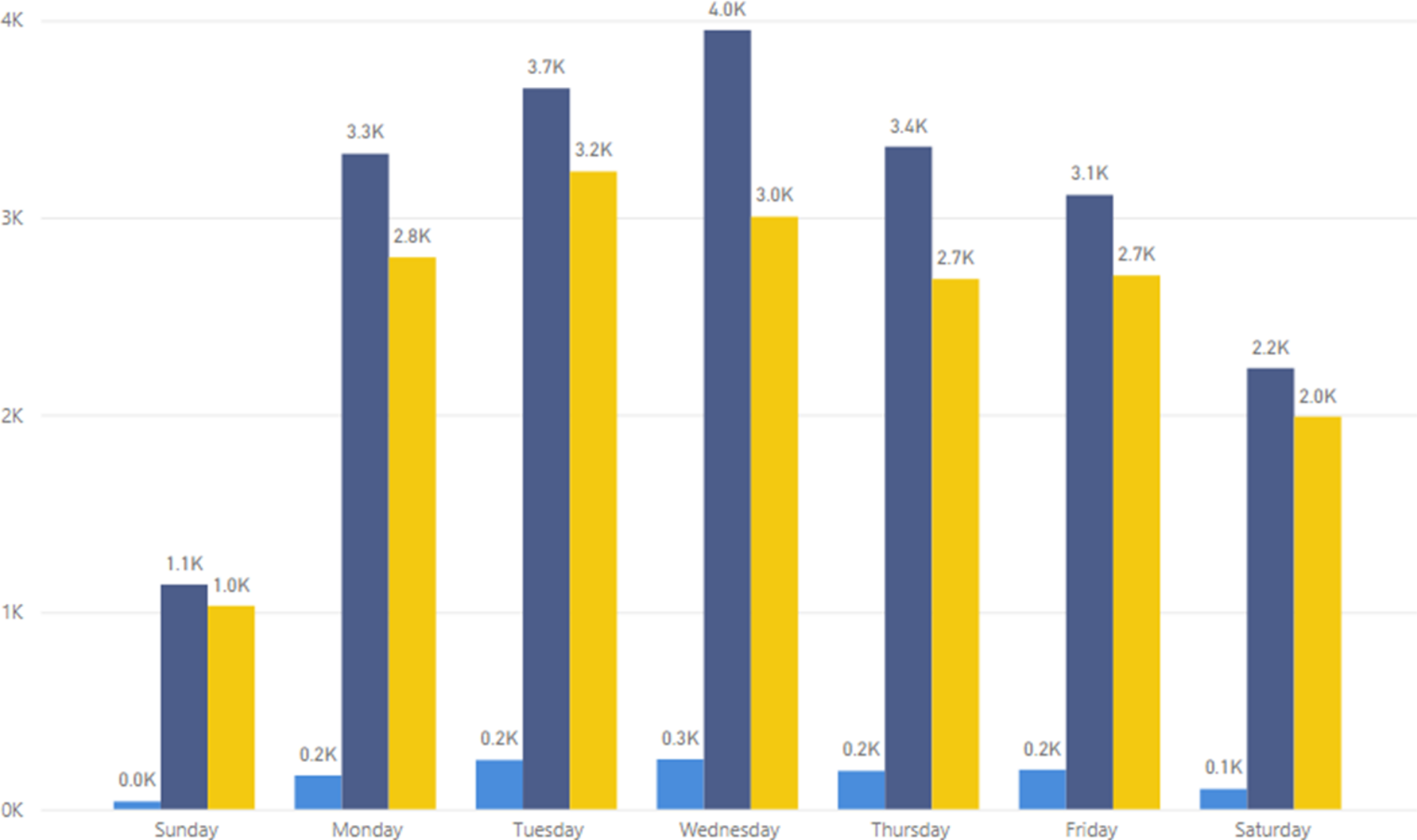
Question Type by Location FY25

Question Kind ● Curbside Holds Pickup ● Directional ● Reference



Question Type by Day of Week FY25

Question Kind ● Curbside Holds Pickup ● Directional ● Reference

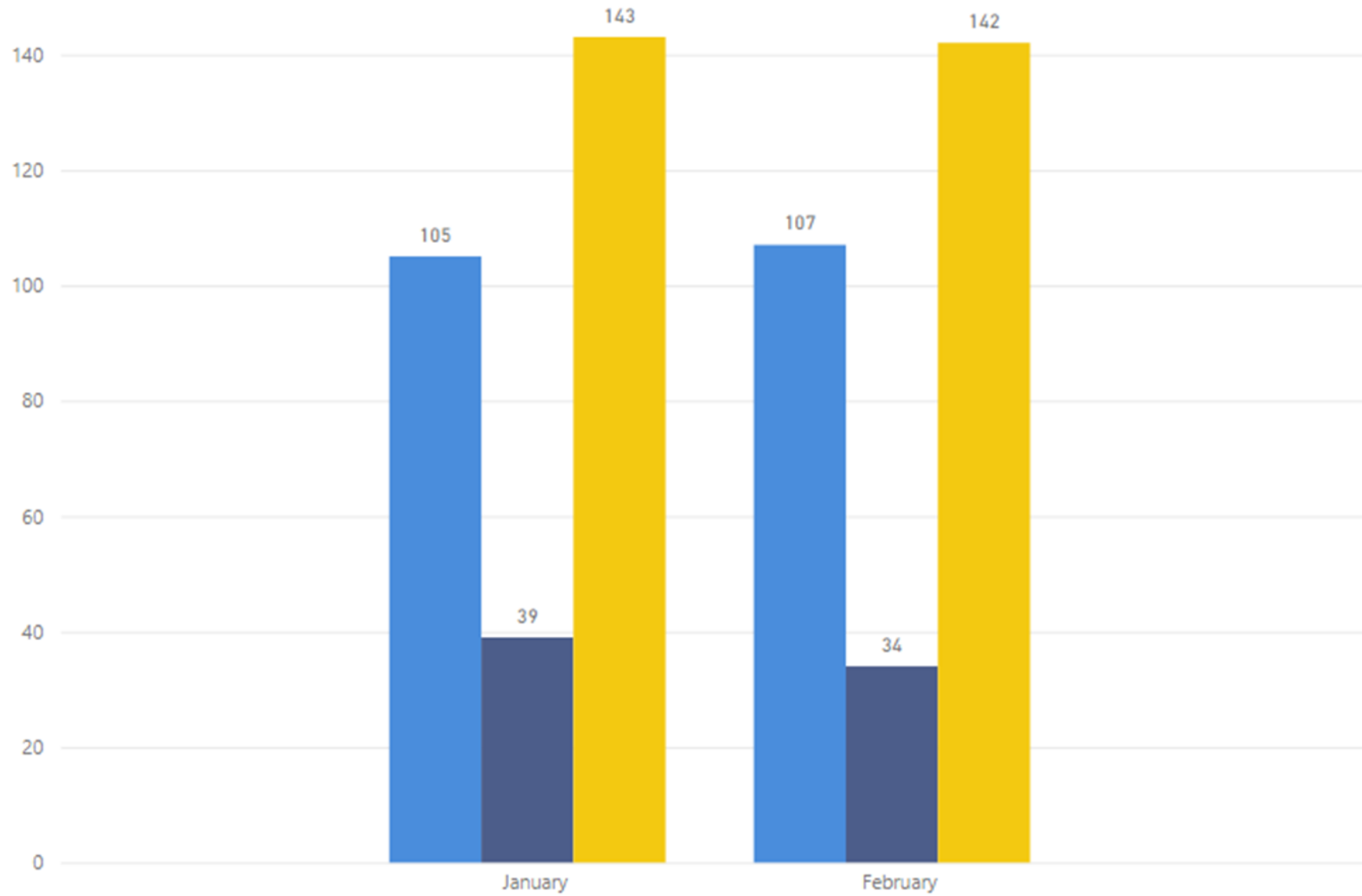


Programs

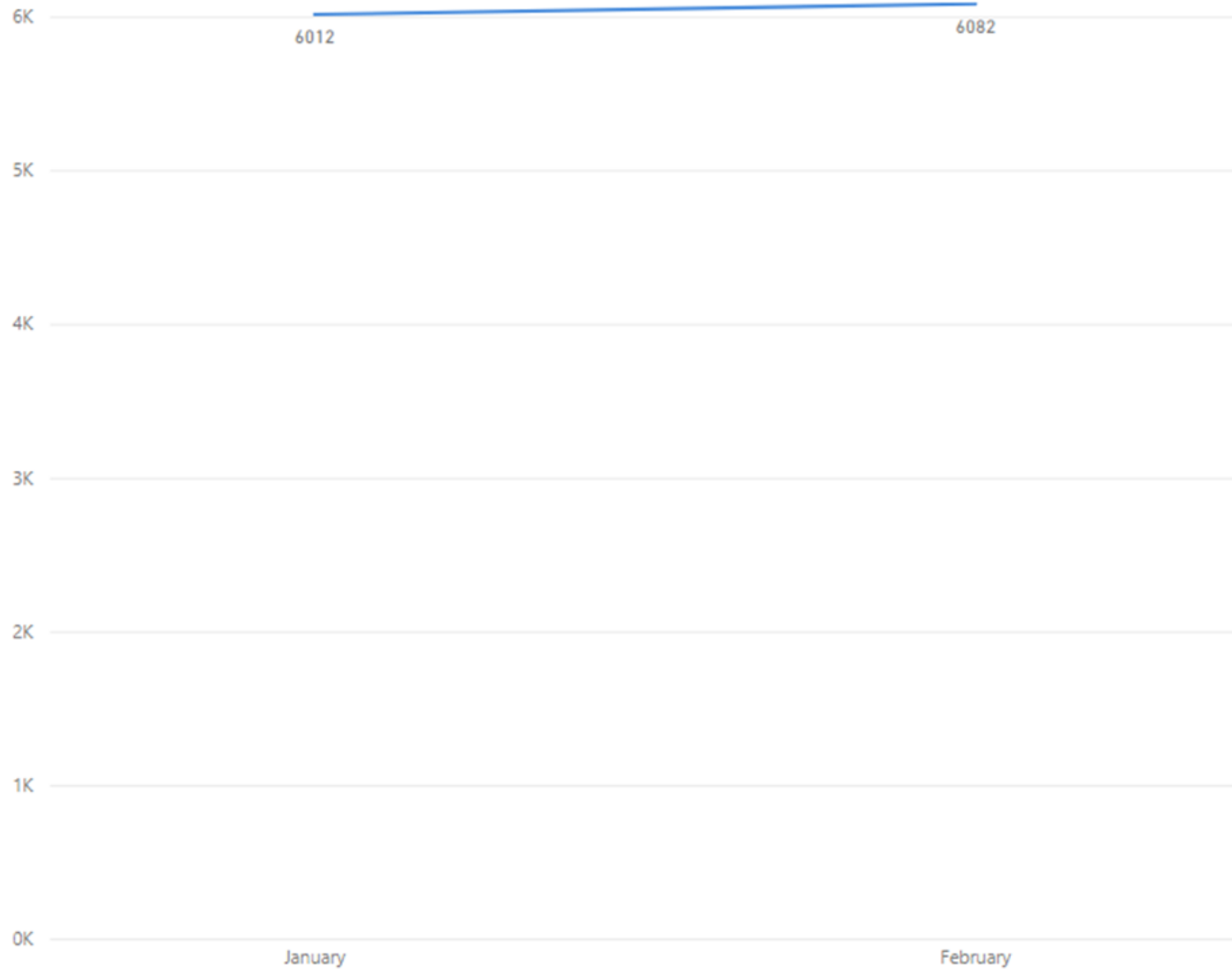
Reported as Calendar Year 2025

Events by Audience Each Month CY25

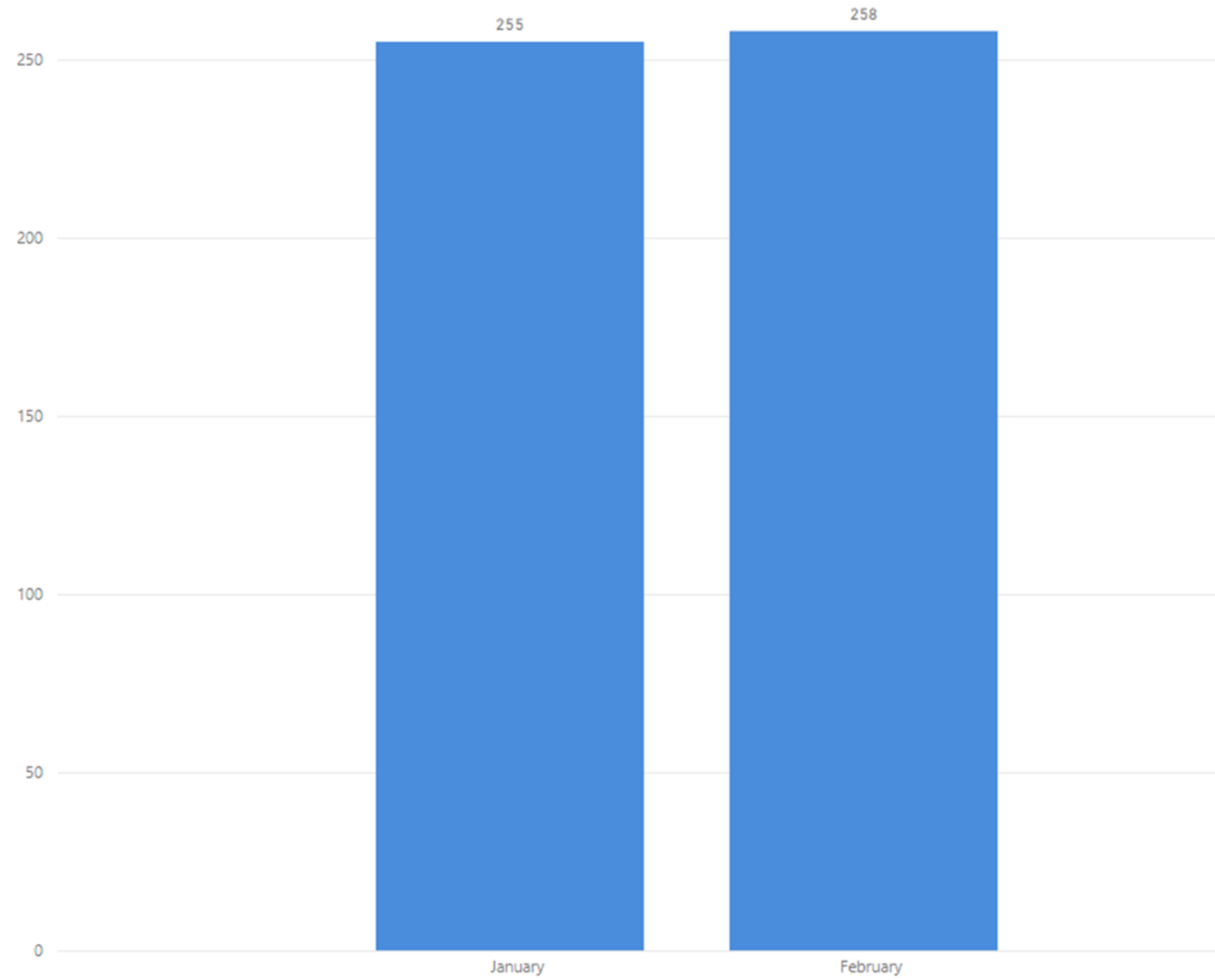
Audience Type ● Adults (18 & Over) ● Teens (12-17) ● Youth



Attendance by Month CY25



Total Events by Month CY25



Boise Public Library

Policy Review March 12, 2025

Policy items reviewed and presented are as follows:

SECTION 4.00, *Use of the Library*

- Policy 4.04, Security
 - Regulation 4.04a, Code of Conduct
 - Regulation 4.04b, Security Appeal Process
 - Regulation 4.04c, Code of Conduct – Expanded Version

Staff Recommendations:

Section 4.00, *Use of the Library*, subsection 4.04 of the Boise Public Library Policy Manual is presented to the Library Board for review. Staff have no recommended changes on the policies presented.

Document Type:	Policy
Number:	4.04
Effective:	03-01-2011
Revised:	03-01-2011
Last Reviewed:	03-13-2024

SECURITY

The Board expects Library patrons to respect the Library, its staff, its furnishings, collections, and equipment, and other Library patrons. Patrons who do not act in a manner consistent with the Board's expectations may be asked to leave the Library.

The Director or designee will establish rules of conduct and will create regulations covering the appeal of any suspension of Library privileges resulting from failure to abide by those rules.

Document Type: Regulation
Number: 4.04a
Effective: 03-01-2011
Revised: 08-08-2024
Last Reviewed: 03-13-2024

CODE OF CONDUCT

To Support a Positive Experience at the Library

1. Profane, threatening, or abusive language/gestures/behavior that disturbs others is prohibited.
2. Personal property must be kept within the library user's control.
3. Service animals, as [defined](#) by the Americans with Disabilities Act, are the only animals allowed inside the library. Pets and animals for emotional support, comfort, or therapy are not allowed in the library. Service animals must be leashed, harnessed, or tethered unless the library user's disability prevents using these devices, in which case the library user must maintain control through voice, signal, or other means. Library users may be asked to remove their service animal from the library if the animal:
 - Poses a direct threat to the safety of others.
 - Is out of control and effective action is not taken to control it.
 - Is not housebroken.
 - Interferes with the library's fundamental purpose, e.g., by continuous barking.
4. Petitioning, solicitation, and distribution of written materials ("leafletting") is only acceptable outside of the library and so long as it does not limit access to the building's entrances and exits.
5. Harassment of any type, e.g., physical, sexual, verbal, or stalking, of library staff or other library users is prohibited in person, telephonically, digitally, or by any other means.
6. Damage, theft, or destruction of library property, including use of library equipment in a manner other than intended by the manufacturer, is prohibited.
7. Possession or consumption of alcohol or other controlled substances is prohibited.
8. Engaging in sexual conduct, viewing pornographic materials, or engaging in other lewd acts e.g., exposure, masturbation, or nudity, is prohibited.
9. Possession of a deadly or dangerous weapon is prohibited. An exception is made for a lawfully possessed firearm or pocketknife with a blade six inches or less.
10. Parents/caregivers are responsible for their minor child(ren)'s safety and behavior while in the library, whether they are present or not. Children under the age of ten (10) are required to always be accompanied by a caregiver within the library.
11. Library users must always wear appropriate clothing and footwear in the library.
12. Packaged snacks and covered beverages may be consumed in designated areas and during approved library programs.
13. Sleeping, bathing, and other hygiene activities that inhibit the fundamental purpose and use of the library are prohibited.
14. Use of roller blades/scooters or bringing bicycles inside the library building is prohibited.
15. Smoking or vaping is allowed only in designated areas, which are at least twenty-five (25) feet away from entrances and exits. Tobacco and vaping products must be stored in personal belongings and out of sight while inside the library.

16. Library users must comply with all local, state, and federal laws while in the library and while using library services.

Document Type:	Regulation
Number:	4.04b
Effective:	03-01-2011
Revised:	03-01-2011
Last Reviewed:	03-13-2024

SECURITY APPEAL PROCESS

Patrons who have their Library use privileges suspended may appeal in writing to the Director to have their Library privileges restored. The appeal must be submitted to the Director within 15 days from the date of suspension or, for suspension periods consisting of less than 15 days, anytime prior to the expiration of the suspension period. Any appeal submitted after the 15-day time period will not be considered. The Director or designee shall review a timely written appeal and provide the patron with a written decision within 10 business days of receipt of the appeal. The patron may appeal the Director's decision to the Board in writing within 20 days of the date of said decision. The Board shall review the appeal and the Director's written decision along with any other relevant documentation and will deliberate on the matter. The written decision of the Board shall be provided to the patron and the Director within 45 days of the appeal to the Board.

The suspension of the privilege to use the Library will remain in effect throughout this appeal process.

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CODE OF CONDUCT – EXPANDED VERSION
To Support a Positive Experience at the Library

Boise Public Library provides access and opportunity for everyone by connecting people to ideas, information, and the community. We create respectful and safe spaces for the entire community while upholding the right to privacy and the freedom to read, seek, and hold different points of view.

Boise Public Library has adopted the following guidelines to promote welcoming, comfortable spaces, which we expect all visitors and staff to honor. Choosing not to follow the guidelines may result in the suspension of access to library facilities.

Boise Public Library Values Respect and Accessibility for All

Library users are required to demonstrate respect to each other and library staff. Respectful behavior includes:

- refraining from using profane, threatening, or abusive language or gestures; and
- avoiding behaviors that disturb or disrupt others by interfering with the operation and enjoyment of the library.

To allow all users to access library materials, services, and programs, everyone is required to keep personal property within their control. Items such as skateboards, collapsible scooters, large bags, and rollerblades are to be carried, placed, and stored in a manner so as not to create a safety hazard for other users. Bicycles and large scooters must be secured outside at designated bike racks.

Service animals, as defined by the [Americans with Disabilities Act](#), are the only animals allowed inside the library. This includes service dogs, service dogs-in-training, and service miniature horses as defined by state and federal law. Pets and animals for emotional support, comfort, or therapy are not allowed in the library.

Service animals must be leashed, harnessed, or tethered unless the individual's disability prevents using these devices. If these devices are unable to be used, the library user must maintain control of the animal through voice, signal, or other effective means. Library users may be asked to remove their service animal from the library if the animal:

- Poses a direct threat to the safety of others.
- Is out of control and effective action is not taken to control it.
- Is not housebroken.
- Interferes with the library's fundamental purpose, e.g., continuous barking.

Petitioning, soliciting, and distributing written materials (“leafletting”) is acceptable outside of the library so long as it does not impede access to the building’s entrances and exits. Solicitations inside the library are permitted with prior authorization by library administration and must be for the benefit of the library.

Boise Public Library Values Safety and Health for All

Safety

Library user conduct must never endanger the health and safety of other library users or staff or cause or threaten to cause damage to library property. Illegal behavior is not permitted in person, by phone, or by other digital means. If an action or behavior is against the law, it is not allowed in the library. This includes federal and state statutes and regulations and city ordinances.

Unlawful or prohibited behavior includes but is not limited to:

- Harassment of library staff or other library users (physical, sexual, verbal, or stalking).
- Damage, theft, or destruction of library property, including use of library equipment in a manner other than intended by the manufacturer.
- Possession, manufacture, distribution, or consumption of alcohol or other controlled substances.
- Engaging in sexual conduct, viewing pornographic materials, or engaging in other lewd acts (exposure, masturbation, or nudity).
- Possession of a deadly or dangerous weapon, such as a bladed instrument, explosive device, or other item held for the purposes of endangering or inflicting bodily harm on a person. An exception is made for a lawfully possessed firearm or pocketknife with a blade six of (6) inches or less.

Security staff may inspect bags and personal belongings upon reasonable suspicion.

Boise Public Library welcomes children of all ages. Parents/caregivers are responsible for their minor child(ren)’s safety and behavior while in the library, whether present or not. Children under the age of ten (10) are required to always be accompanied by a caregiver when in the library.

Health

Library users are required to always wear clothing and footwear in the library.

Pre-packaged snacks and covered beverages may be consumed in the library in designated areas and during approved library programs.

Sleeping and hygiene activities such as shaving or bathing, which inhibit the fundamental purpose and use of the library and are not allowed anywhere on the premises. If a library user is found to have dozed off, an employee may check in to ensure their well-being. Limited hygiene resources can be accessed through the Library’s Mental Health Coordinator and in public restrooms.

Breastfeeding is allowed in the library.

Smoking and vaping are allowed outside of the library in pre-designated areas, which are located twenty-five (25) feet away from building entrances and exits. Tobacco and vaping products must be stored in personal belongings and out of sight while inside the library.

What Happens When Library Guidelines are not Followed?

Enforcement: Library Suspension and Appeal

Anyone found to be engaging in behavior inconsistent with library policy or regulation will be asked to modify their conduct to remain in the library. Library users found to be in violation of library policy or regulation may be suspended from any or all Boise Public Library facilities, programs, or services and if necessary, the library may invoke legal action. Any individual who is asked to leave the library and refuses shall be considered trespassing and may be subject to arrest per Idaho Code § 18-7008. Library users who have been suspended may appeal the suspension within 15 days to the Library Director.

Following the suspension period, library users are welcomed back into the library so long as they conduct themselves pursuant to library policy and regulation.