



# BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

## BOISE PUBLIC LIBRARY BOARD OF TRUSTEES Regular Meeting Minutes September 13, 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, September 13, 2023.

### City Staff and Partners Present

Jessica Dorr, Library Director  
Sarah Kelley-Chase, Library Services Senior Manager  
Emily Johnson, Library Chief Administrative Officer  
Heidi Lewis, Main Library Division Manager  
Kate Radford, Library Services Supervisor  
Micaela Brittsan, Youth Services Librarian  
Huda Shaltry, Hillcrest Branch Manager  
Jennifer Villalobos, Collister Branch Manager  
Joni Hansen, Bown Crossing Branch Manager  
Jimmy Hallyburton, Boise City Councilmember  
Kari Davis, Library Administrative Assistant  
Ed Jewell, Boise City Legal Counsel  
Lynette Gould, Boise City Financial Services Supervisor (Remote)  
Jill Johnson, President of the Friends of the Boise Public Library (Remote)  
Brian Manship, Chair of the Boise Public Library Foundation (Remote)

### 1. Call to Order and Introductions

The meeting was called to order at 11:35a.m., and a roll call was conducted.

Present: Brian Klene, President; Rebecca Lemmons, Vice President (Remote); Reshma Kamal, Nicole Trammel Pantera, Ron Pisaneschi (Remote).

Dorr introduced staff attendees to the new Trustees.

### 2. Communications

None.

### 3. Minutes - Action Item

**MOTION** to approve the August 16, 2023 regular meeting minutes.

**Motion:** Pantera

**Second:** Lemmons

**Result:** Motion carried

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: Jimmy Hallyburton (President), Patrick Bageant (President Pro Tem), Latonia Haney Keith, Meredith Stead, Colin Nash, Luci Willits

[BOISEPUBLICLIBRARY.ORG](http://BOISEPUBLICLIBRARY.ORG)

#### 4. Consent Agenda - Action Item

##### a. Payment of Bills and Payroll

##### b. Financial Reports

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

**Motion:** Lemmons

**Second:** Pantera

**Result:** Motion carried

#### 5. Reports

##### a. Friends of the Boise Public Library

Johnson reported that the Friends will be holding their monthly board meeting this week where they will consider library staff scholarship applications. Johnson also shared that the Friends sale at the Library! at Hillcrest will officially begin tomorrow.

##### b. Boise Public Library Foundation

Manship shared a reminder that the Foundation is actively involved in supporting the Boise Comic Arts Festival and is a sponsor for the program. Directors of the Foundation will be at the event selling merchandise and speaking with the public about their mission and how others can get involved.

##### c. Library Director's Report including Administration and Management

Dorr shared with Trustees the final 2022 Library Annual Report. Dorr also noted that materials related to the Strategic Plan are now available at all branches.

Dorr also shared a reminder that the Boise Comic Arts Festival is upcoming. For the first time, there is a waitlist for Librarians & Educators Day as all spots filled early September.

Dorr responded to a question from Trustees regarding the Director's Report and water damage that occurred at the Main Library. Due to construction and inclement weather, damage is being covered by the vendor's insurance. Dorr advised the Board they should anticipate a possible interim budget change request in the future.

#### 6. Old Business

##### a. FY23 Summer Learning Program

Brittsan discussed the Elementary & Secondary School Emergency Relief Summer Strategies Grant funded by the Idaho Commission for Libraries and objectives that were accomplished. Consistent staffing not only improved outreach but allowed for story time and literacy programs. High interest titles were also purchased thanks to the funds provided for the Summer Learning Program.



Radford spoke to the community partnerships that were developed and strengthened. Boise City Parks & Recreation Playcamps, the International Rescue Committee, and Boise Community Schools were amongst those mentioned. Radford reported that they expect to continue to see opportunities grow throughout the year and hope to see those partnerships improve the ability of the Library to reach underserved students.

Trustees questioned how the program can continue due to limited funding. Radford responded that the hope is to package summer reading and learning opportunities to continue to capitalize on partnerships now that they've been built. Dorr commented that there is a focus on strategies to accomplish this. The community wants the library to lead in the education space, making sure students are ready to read and have summer enrichment programs.

## **7. New Business**

### **a. Citizens for a Library in West Boise**

Mark Salisbury shared information about the mission of the Citizens for a Library in West Boise and the petition that was produced. Salisbury presented data that compared physical library access for five different regions across the City of Boise. West Boise was highlighted as having the largest disparity in terms of proximity for library access.

Jennifer Gravel presented ideas for action that would involve consideration of leasing vacant office and/or retail space, working with West Ada School District, Garden City Public Library, Ada Community Libraries or Meridian Library District with the current resources available. Gravel emphasized that they feel urgency for this focus due to the Modern Zoning Code.

The Board thanked Salisbury and Gravel for their interest in seeing the library grow. Trustees stated that the group provided useful ideas about what can reasonably be done to make progress. Trustees posed a question for Dorr concerning the logistics that would need to be considered, as well as financial costs. Dorr confirmed the Library would consider these ideas and responded that locating facilities that are safe, welcoming, and well-resourced is a shared concern, as well as how funding could be secured. Trustees shared both their own knowledge of the issue and commitment to thinking through the opportunities that might be available as well as the feeling of responsibility for creating a comprehensive and successful facilities plan following the recent failed Main Library project.

Councilmember Hallyburton questioned if the group had any concerns regarding funding. Hallyburton stated that outreach efforts, donors, and grants would be useful next steps to consider.



**b. Selection of Meeting Dates for Fiscal Year 2024 - Action Item**

Per Idaho state code, the Board of Trustees is required to adopt and establish the regular board meeting schedule on an annual basis. Trustees agreed to continue meeting on the same time and day for Fiscal Year 2024.

**MOTION** to approve a Fiscal Year 2024 meeting schedule.

**Motion:** Pisaneschi

**Second:** Pantera

**Result:** Motion carried

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

**8. Election of Officers for Fiscal Year 2024 - Action Item**

The Library Board of Trustees Bylaws, Article IV, Section I, 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** to elect Nicole Trammel Pantera as President for the term October 1, 2023 through September 30, 2024.

**Motion:** Klene

**Second:** Pisaneschi

**Result:** Motion carried

**MOTION** to elect Rebecca Lemmons as Vice President for the term October 1, 2023 through September 30, 2024.

**Motion:** Klene

**Second:** Pantera

**Result:** Motion carried

**9. Review, Amend, Repeal, or Adopt Bylaws, Policies, and Procedures**

Library policies were reviewed monthly with the final review completed at the August 16<sup>th</sup> regular meeting. Trustees engaged in discussion about necessary steps when it comes to proposals for updates to bylaws. Any proposals will be presented to the entire Board at a future meeting.

**10. Selection of Trustee to Review Vouchers**

Pantera was selected to be the Trustee to review vouchers.

**11. Selection of Meeting Date**

The next regular meeting is October 11, 2023.

**12. Adjourn**

**MOTION** to adjourn the meeting.

**Motion:** Lemmons

**Second:** Pisaneschi



**Result:** Motion carried

The meeting ended at 12:46p.m.

**Approved:**

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Jessica Dorr, Director

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Nicole Trammel Pantera, President

