



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

Boise Public Library Board of Trustees Regular/Annual Meeting Agenda Wednesday, September 11, 2024, 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>

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

AGENDA 1

DIRECTOR’S REPORT 3

- Social Media Post Engagement Report July 2024 to August 2024 6
- FY25 Library Board of Trustee Meeting Cadence 10
- Main Library MRM & Capital Improvements Project Status Report 11

AGENDA ITEM 9a: Learning Lab Memorandum of Understanding (MOU)

- Memorandum of Understanding between Learning Lab, Inc. and Boise Public Library..... 17

AGENDA ITEM 9b: Selection of Meeting Dates for Fiscal Year 2025

- Proposed Schedule of Meeting Dates 19

BOISE PUBLIC LIBRARY STATISTICS

- System Statistics Reports, July 2024 20
- Reciprocal Borrowing Statistics, July 2024 23

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: Colin Nash (President), Meredith Stead (President Pro Tem), Kathy Corless, Jimmy Hallyburton, Jordan Morales, Luci Willits

AGENDA

Boise Public Library Board of Trustees Regular/Annual Meeting Agenda **Wednesday, September 11, 2024, 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/UCJo0NAsCybsN0DtzuAl3LGA>

1. Call to Order and Introductions

2. Communications

None

3. Minutes-Action Item

August 14, 2024, 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 July 31, 2023

Gift Fund activity for July 2023

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

None

7. Old Business

a. Library Statistics

Staff will continue the discussion on potential changes to the statistics reported to the Board.

8. Educational Item

Learning Lab staff will share with Trustees about the work they do to help provide literacy and learning for members of the Boise community.

9. New Business

a. Learning Lab Memorandum of Understanding (MOU)- Action Item

Chief Administrative Officer Emily Johnson will review and submit to the Trustees for approval a memorandum of understanding between the Boise Public Library and the Learning Lab, Inc. A copy of the document is included on pages 17-18.

Action: A motion to approve the Learning Lab memorandum of understanding as presented will be requested.

b. Temporary Closure of the Library! at Collister- Action Item

Johnson will also present to the Library Board the need to temporarily close the Library! at Collister for upcoming wall repair and painting work.

Action: Motion to approve the temporary closure of the Library! at Collister September 19-21, 2024 for wall repair and painting work.

c. Selection of Meeting Dates for Fiscal Year 2025- 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. A copy of the recommended schedule is included on page 19.

Action: The Board will make a motion to approve a Fiscal Year 2025 meeting schedule.

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

Boise Public Library policies were reviewed monthly with the annual review completed at the August 14, 2024 meeting. Library Board bylaws were reviewed, updated, and approved at the August 14, 2024 meeting.

11. Election of Officers for Fiscal Year 2025- Action Item

Article IV, Section 1 of the Library Board of Trustees Bylaws 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.*

Action: The Board will nominate and elect a president and vice president for a one-year term commencing October 2024.

12. Selection of Trustee to Review Payment Vouchers

Trustee review for vouchers by Kamal.

13. Selection of Meeting Date

Next regular meeting on Wednesday, October 9, 2024.

14. 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

September 2024

Operations

Hours and Services Status

All locations experienced normal operations during August with the following exception:

- On Thursday, August 1st the Library! at Collister was closed from 12:15pm due to a minor flooding issue.

Leases for Collister and Hillcrest

In the August meeting a question was raised asking the lengths of the leases for our rental locations.

- Library! at Collister
 - Collister's lease was signed on December 12, 2017, with a start date of March 1, 2018. It is a ten-year lease and will expire on February 29, 2028.
- Library! at Hillcrest
 - Hillcrest's lease was signed on July 10, 2017, with a start date of August 1, 2017. It is ten-year lease and will expire on July 31, 2027.

Requested closure of the Library! at Collister

We request board approval to close the Library! at Collister for three days in September for building renovation and painting. Scheduled work includes fixing the walls in study rooms, and painting walls and columns in the meeting rooms and public spaces. We will also create a display wall for Arts & History's rotating collection. Because so much of the public space will be filled with repair equipment and paint fumes, we believe closing to the public is warranted. Collister staff will have the opportunity to work at other Library locations or use earned leave time during the renovation.

We know this will inconvenience the public and have selected dates we believe will result in the least disruption possible. Dates requested for closure are:

- Thursday, September 19th
- Friday, September 20th
- Saturday, September 21st

Following board approval, we will work to notify the public of the closure through our website, social media, and signage.

Upcoming improvements to the Marion Bingham Room

We are working with IT to schedule an update to the audio/video equipment in the Marion Bingham Room to replace the camera and add four microphones throughout the room. When complete the upgrade should improve the view and quality of sound for people who view or participate in board meetings remotely. As the upgrade is expected to take a full day, we plan to schedule the work for a time in the future when the room is fully available.

FY25 Library Board of Trustee Meeting Cadence

An updated cadence for trustee meetings in FY25 can be found on page 10.

Administration and Management Reports:

Programming

Summer Reading

Summer Reading 2024 finished in early August. The program saw a few changes this year, with the addition of experience prize choices, like pool passes, and the community reading challenge activities. The community goal was successfully met, meaning the Library will work with Parks & Rec to plant a celebratory tree in a park near each of our library locations.

The program shifted to end a little earlier this year to support staff in having adequate time to finish out summer programming and prepare for fall. Users were encouraged during the program to count any reading done on a day (as opposed to a minimum number of books or minutes). This change aligns with our goals to build more equity into Summer Reading. We also kept new data this year, tracking which school student aged participants attend, to help us better understand ways to promote Summer Reading to meet our equity goals.

Here's a snapshot from the past three years:

	2024	2023	2022
○ Registrations:	6,602	5,490	4,445
○ Readers who logged:	4,223	3,506	2,568
○ Prize earned:	3,553	2,292	1,440
○ 3 rd book:	1,803	1,228	616
○ Total books redeemed:	8,713	7,718	5,518
○ Days read:	190,879	189,829	127,498

Boise Comic Arts Festival XII

From August 23 thru August 25, Boise Public Library celebrated the 12th annual Boise Comic Arts Festival. This year's event took place at a new venue, Boise Centre. It was made possible through the generous financial support of The Library Foundation. It featured several new programs, thirty guest creators from across the country, and the return of our Teen Mentorship Program in which 5 teens participated and Librarians & Educators Day which had 44 attendees.

We also worked with the Boise School District to arrange school visits for our guest creators on Friday. Creators visited 15 area schools and presented to 18 classrooms or student groups, ranging from high school AP drawing classes to auditoriums full of elementary students. All told, almost 1,000 students had the opportunity to engage with guest creators.

On Saturday and Sunday, we hosted cosplay competitions, presentations, performances, and an Artists' Alley with over 100 creators, vendors, and exhibitors. The larger, contiguous space led to increased attendance at panels and workshops, with 3,044 people participating in the many and diverse programming opportunities on offer. New this year was the Kids' Corner and Teen Zone. With the help of local creator Vannotes, we also debuted the first Boise Comic Arts Festival comic – *BCAF Presents...* As always, all BCAF events were free to attend. The total estimated attendance for the weekend was 6,500 – 7,000.

- All locations participated in Summer Reading and the Boise Comic Arts Festival.

- All locations supported the final month of the Elementary and Secondary School Emergency Relief Grant outreach events, reaching nearly 800 participants under the age of 18 over the course of the summer.
- Cole and Ustick staff attended back-to-school events at Valley View, Morley Nelson, and Summerwind Elementary.
- Cole and Ustick staff participated in a Neighborhood Night Out fair at the Rustic Acres development in West Boise. Staff helped attendees make comics buttons for BCAF and learn about library resources.

Staff Development

- Information Services staff organized a library staff field trip to the Dick Eardley Senior Center.

Community Partners

- Porch Pop-Ups Continued

Communications

Monthly Email Newsletter: [August](#)

- Sent Tues, August 6 at 12:00 PM, 8,455 successful deliveries
- Open Rate 58.2% (4,925) / Click Rate 6.0% (295)

Ultimate Book Nerd Newsletter: [August](#)

- Sent Thursday, August 22 at 4:00 AM, 917 recipients
- Open Rate 66.0% (605) / Click Rate 4.5% (27)

Social Media

- In August, we posted about: Boise Comic Arts Festival, Collister's closure, First Thursday, teen programming, weather updates, craft clubs, BCAF guest creator announcements, branch highlights, teen mentorship program, and more BCAF! We posted stories, reels, and highlights from BCAF weekend.
- In September we plan to post about: branch closures, the facilities survey, teen programming, and other program highlights. A social media report comparing July to August is attached for reference.



Boise Public Library Benchmark Report

Comparison between [Aug 01 - Aug 31, 2024](#) and [Jul 01 - Jul 30, 2024](#)

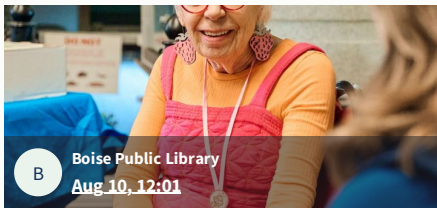
Boise Public Library Q3 Benchmarks

Facebook Posts: 5 per week
 Facebook Impressions: 7,500
 Facebook Engagement Rate: 3%

Instagram Posts: 5 per week
 Instagram Impressions: 3,000
 Instagram Engagement Rate: 9%

Posts	Page impressions	Post engagement rate	Followers
<p>12 posts</p> <p>↘ 40% from 20</p>	<p>55,128 impressions</p> <p>↗ 62.5% from 33,931</p>	<p>4.94% engagement rate</p> <p>↗ 58.4% from 3.12%</p>	<p>23,476 followers</p> <p>↗ 0.7% from 23,317</p>

Top posts



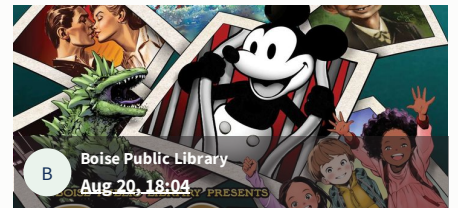
Boise Public Library
 Aug 10, 12:01
 🍓 We're thrilled to announce that Muriel Fahrion, the legendary creator of Strawberry Shortcake, is returning to the Boise Comic Arts Festival this year! 🍓🌟 Don't miss

12,876 organic reach



Boise Public Library
 Aug 01, 18:17 THURSDAY, AUGUST 1
 🚧 Attention Library Users 🚧 Due to unexpected flooding, the Library! at Collister is closed until further notice. We apologize for any inconvenience this may cause and

6,928 organic reach



Boise Public Library
 Aug 20, 18:04
 It's BCAF week! What is BCAF you ask? For those who don't know, the Boise Comic Arts Festival is a two-day comic convention brought to you by yours truly 😊 This year

3,299 organic reach



<p>Posts</p> <p>48 posts</p> <p>↗ 54.8% from 31</p>	<p>Post reach</p> <p>33,369 users</p> <p>↗ 12.8% from 29,573</p>	<p>Post engagement rate</p> <p>10.08% engagement rate</p> <p>↗ 31.6% from 7.66%</p>	<p>Reached audience > Age</p> <table border="1"> <tr><td>25-34</td><td>+12.4%</td><td>1,568</td></tr> <tr><td>35-44</td><td>-1.7%</td><td>1,502</td></tr> <tr><td>18-24</td><td>+52.3%</td><td>882</td></tr> <tr><td>45-54</td><td>+1.3%</td><td>647</td></tr> <tr><td>13-17</td><td>+244%</td><td>282</td></tr> <tr><td>55-64</td><td>-17.8%</td><td>221</td></tr> <tr><td>65+</td><td>-14.8%</td><td>155</td></tr> </table>	25-34	+12.4%	1,568	35-44	-1.7%	1,502	18-24	+52.3%	882	45-54	+1.3%	647	13-17	+244%	282	55-64	-17.8%	221	65+	-14.8%	155
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Top posts

boisepublib
Aug 24, 20:31

boisepublib
Aug 20, 18:05

boisepublib
Aug 21, 21:47

#bcaf2024

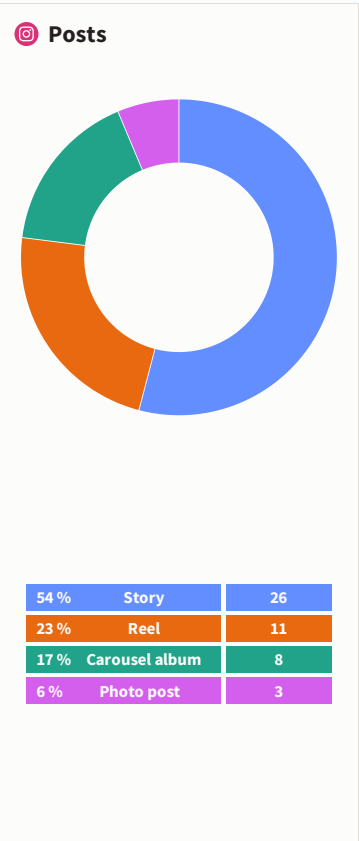
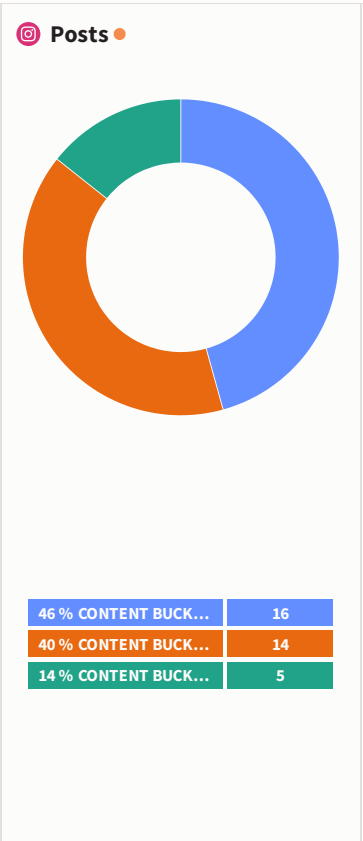
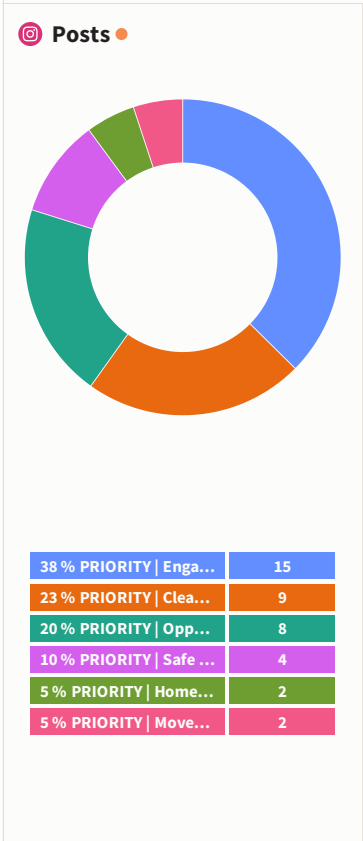
2,792 reach

It's BCAF week! What is BCAF you ask? For those who don't know, the Boise Comic Arts Festival is a two-day comic convention brought to you by yours truly 😊 This year

1,980 reach

We've been keeping this project under wraps until now and are so excited to share with you, "BCAF Presents". The first ever comic made for and distributed only at the Boise Comic

1,980 reach




Report sources

Analytics

 **Facebook Pages**

 Boise Public Library

 **Instagram Business**

 boisepublib

FY25 Library Board of Trustee Meeting Cadence

October 1, 2024

Month	Board	Budget	Reporting
October			
November	Library closure schedule for upcoming calendar year	Rebudget and encumbrance request	
December	Director annual performance review begins	Past fiscal year-end report	Certification of ICfL annual report
January			Mid-year Strategic Plan check-in on data
February			Annual report to the community
March	Director annual performance review complete		
April		Upcoming fiscal year forecast	
May		Ada Community Library Annexation Compensation Agreement	
June		Upcoming fiscal year budget approval	
July	Planning for Annual Meeting		Mid-year Strategic Plan check-in
August			
September	Annual Meeting <ul style="list-style-type: none"> • Board meeting schedule for upcoming fiscal year • Selection of officers • Review of bylaws 		

Ongoing:

- Policy Review
 - This will include at some point during the year an in-depth presentation about Collection Development
- Interim Budget Changes

MAIN LIBRARY MRM & CAPITAL IMPROVEMENTS

PROJECT STATUS REPORT

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

PROJECT STATUS:

Period Covered:	August 2024
Project Summary	After a condition assessment evaluation completed in the of summer 2020 it was found that there are numerous major repair and maintenance items that need to be addressed to give the Main 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 the next several years based on project prioritization and budget.
Bid Package Updates	<p><u>Roof Replacement</u></p> <ul style="list-style-type: none"> ✓ Project Scope: Includes both upper and lower portions. <p>Status:</p> <ul style="list-style-type: none"> • Roofing work is completed. • Per City request, lighting upgrades will be completed along the parapet for security purposes. Electrical work to be completed once first floor is finished as same electrician is being utilized. <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"> • 1st floor restroom construction is complete. • 2nd floor restroom construction is complete. • 3rd floor restroom construction is complete with minor punch list items remaining and potential flooring fix outside elevator and restrooms. • 4th floor restrooms construction in progress with an estimated final completion in late September. Project is 28 days behind due to several construction related factors. Plumbing rough-in is in progress. • Fire pump replacement is complete. <p><u>Partial 1st & 4th Floor Renovations</u></p> <ul style="list-style-type: none"> ✓ Project Scope: First floor includes new office for Staff and bookstore area on the 1st floor. ✓ Fourth floor includes reconfiguring & constructing new offices for new ATS area, breakroom, IT space, Friends storage, maintenance office, Youth Services storage along with new mechanical HVAC system. <p>Status:</p> <ul style="list-style-type: none"> • 4th floor construction is completed and ATS and IT are settled into new offices. Punchlist in progress. • 1st floor demo and buildout is on schedule with a final completion date for late September. Framing and MEP roughing in public space is in progress.

1st Floor Renovations

- ✓ Project Scope: Includes 1 story portion of building only which includes renovations to information desk, Hayes auditorium and youth services areas.
- ✓ Update to Scope: Deferred maintenance / building systems upgrades will be part of this project scope. Work includes piping from 4 story to 1 story. 1st floor area not remodeled with restroom work will also be included in the remodeled portion of work to align finish upgrades for the entirety of the 1st floor.

Status:

- Schematic design is complete. Book shelving layout being finalized.
- Design development phase kicked-off at the end of June and the City is negotiating the contract executed with architect.

Major Parking Replacement

- ✓ 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).

Status:

- Schematic design is complete, and pricing received from CM Co for FY26 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.
- Potential to do south end of parking upgrades if CCDC funding can cover geothermal line connecting Capitol Blvd and 8th Street lines and tie into existing line feeding the library. This portion of work will bid out as an alternate with CCDC work at Anne Frank Memorial and greenbelt re-alignment project at end of 8th Street.

Misc. projects:

Minor Parking lot repairs – COMPLETE

- ✓ Project Scope: Includes main parking area (east side) and south side parking area.

Brick repairs:

- ✓ Project Scope: Repair exterior cracks in mortar

Status:

- Draft plans are under review by City.
- Schedule timing is to be determined. Further discussion needed if we should proceed before or after 1st floor renovations.

Stairwell Railing

- ✓ Project Scope: Renovate existing staircase handrails and guards between all floors on both east and west sides of the building. Main center stair railing will hold until 1st floor work.

Status:

- Construction started 8/26 on west stairs. Work hours and logistics being coordinated with Library staff and Learning Lab.
- Estimated completion is mid-October

Overall Project Health	<p><u>Summary:</u> For fiscal year 2024, we have budget to cover the 4th floor renovations and new staff office area and bookstore on the 1st floor, continuation of the restroom renovations project, exit stair railing replacement and parking lot repairs. Brick repairs and 1st floor remodel phases of work are anticipated to begin construction in fiscal year 2025. Major parking lot replacement construction is estimated to begin in fiscal year 2026.</p> <p>The project program will continue to be reviewed by Public Works and Library to determine sequence and timing for the remainder of the projects based on both budget & prioritization.</p>
Highlights	1 st – 3 rd floor restrooms are complete. Construction on the 4 th floor for space reconfiguration is completed with 4 th floor restroom construction in progress along with 1 st floor renovations in evacuated ATS space. Stair railing replacement has also recently started.

PROJECT COMPONENTS:

Component	Status	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		

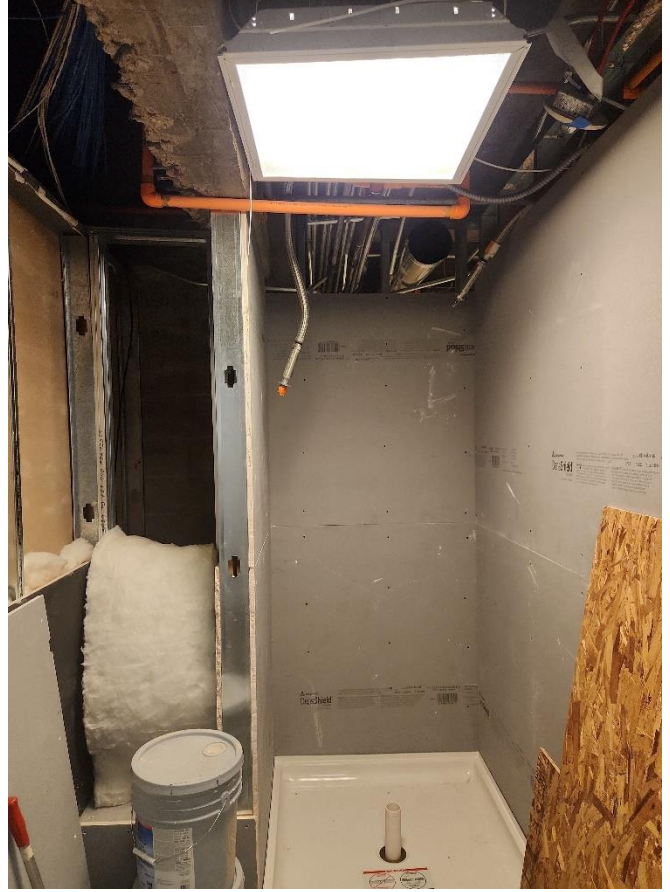
SCOPE MANAGEMENT:

Status	Discussion
Accomplished	<ul style="list-style-type: none"> • Storage room wall and flooring demo on 4th floor to allow for extra storage space • Auto sorter room construction complete & operational • Roof replacement • 1st – 3rd floor restrooms • 4th floor tenant improvement • Minor Parking Repairs completed • Visioning work to establish alignment for interior design materials & finishes

Planned

- Restroom/ plumbing construction work (4th floor remaining).
- 1st floor partial (4 story) remodel in progress.
- East and West exit stair railing replacement.
- Design services for 1st floor renovations
- Large parking lot project

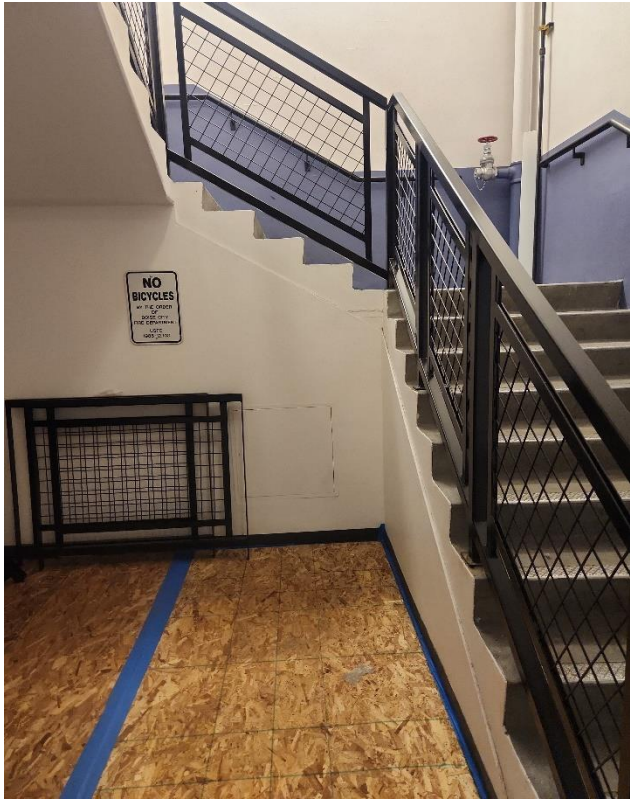
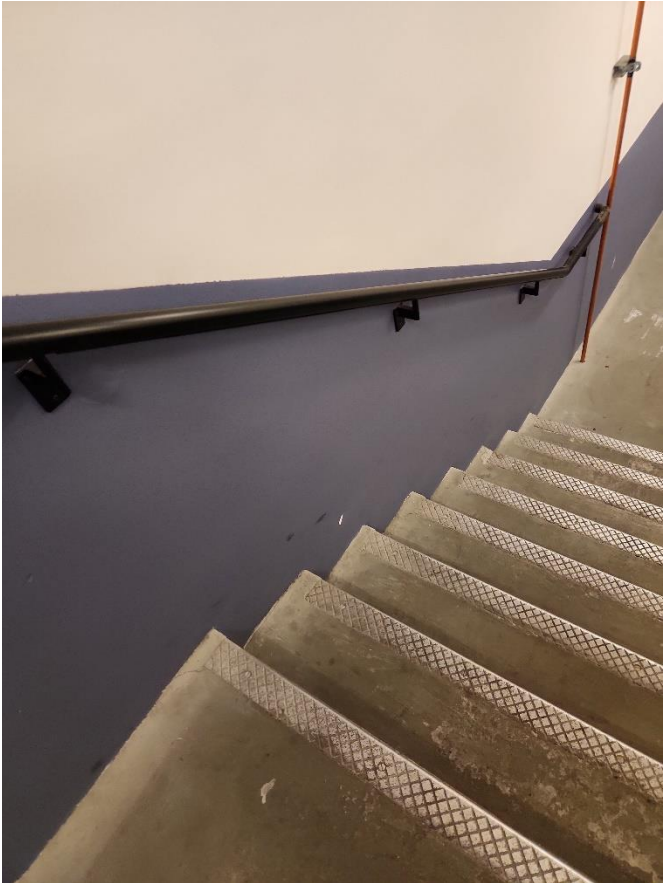
4th Floor Restroom – August 2024



1st Floor Construction – August 2024



Stair Railing – August 2024



MEMORANDUM OF UNDERSTANDING

Between
LEARNING LAB, INC.
And
BOISE PUBLIC LIBRARY

This Memorandum of Understanding (“MOU”) is entered into as of the day of
2024, (the “Effective Date”) by and between Learning Lab, Inc. (“Learning Lab”) a
501(c)(3) nonprofit organization and the Boise Public Library (“BPL”), a public library
organized pursuant to Title 33, Chapter 26 Idaho Code and Boise City Code Title 2, Chapter 7.
Learning Lab and BPL may individually be referred to as a Party herein or collectively as
Parties.

WHEREAS, BPL is a tax supported public library with the mission of providing access
and opportunity for everyone by connecting people to ideas, information and community;

WHEREAS, the mission of Learning Lab is to transform the lives of adults and families
through personalized education;

WHEREAS, Learning Lab provides free personalized literacy education services to
adults and families in Boise and surrounding communities;

WHEREAS, Learning Lab and BPL have a longstanding relationship and
complementary missions, visions, and values;

WHEREAS, BPL and Learning Lab find value and efficiency in cooperating to achieve
their respective aims.

NOW THEREFORE, the Parties agree as follow:

- 1. Learning Lab use of BPL Facilities.** BPL will allow Learning Lab to use the meeting
rooms and other publicly available spaces at BPL’s Cole & Ustick location (the
“Facilities”) two days per week from the Effective Date through May 31, 2025, from the
hours of 8:00 a.m. until 11:00 a.m. Learning Lab may use the Facilities for the purpose
of providing Learning Lab’s programs for adult and family literacy to the Boise
community free of charge to program participants (the “Literary Services”). Learning
Lab’s employees, volunteers, and students will comply with all BPL policies. In BPL’s
reasonable discretion, and upon advanced notice to Learning Lab, BPL may limit or alter
Learning Lab’s authority to use BPL space as prudent to maintain BPL’s ability to
provide library services to the public.
- 2. Learning Lab is solely responsible for the Services.** Learning Lab is solely responsible
for developing and administering the Literary Services and enrolling students in the
Literary Services.

3. **Learning Lab is solely responsible for its employees, volunteers, and invitees.** Learning Lab is solely responsible for providing training, insurance, workers' compensation, salary, benefits, and other requirements in compliance with Idaho law for Learning Lab employees. Learning Lab is solely responsible for the negligent actions of its employees and volunteers while at the Facilities.
4. **Annual meeting.** The Parties will meet not less than annually to review this collaboration and evaluate whether any updates to this MoU are desired or necessary.
5. **Learning Lab employees must obtain City security clearance.** All Learning Lab employees that use the Facilities to perform Literary Services on behalf of Learning Lab will successfully complete the City of Boise's requirements to obtain security clearance and will receive a badge from City security services that will allow them access to the Facilities at the times designated herein. At least one Learning Lab staff member shall be physically present at the Facilities at all times Learning Lab provides Literary Services to the public and all guests, invitees, and volunteers of Learning Lab will be under the supervision of a Learning Lab employee during Literary Services at the Facilities.
6. **Number of Learning Lab students.** Learning Lab will enroll up to 15 students for the Literary Services at any given time. Up to 15 Learning Lab volunteers may also be present to assist Learning Lab employees in providing Literary Services to Learning Lab students.
7. **Primary points of contact.** Learning Lab and BPL will appoint primary points of contact to administer this MoU and to discuss any issues, conflicts, or concerns that arise and will work in good faith to resolve any points of disagreement to the extent practicable.
8. **Non-discrimination.** Neither Party will discriminate based on race, national origin, sex, gender identity, sexual orientation, disability, or other protected characteristic in its administration of this MoU or the Literary Services herein.
9. **Termination for convenience.** This MoU can be terminated for convenience at any time by either Party for any reason or no reason at all by providing thirty days' written notice to the other Party. In addition, BPL may immediately suspend or revoke Learning Lab's authorization to use the Facilities to protect the safety of BPL employees or library users or in response to negligent actions by Learning Lab employees or volunteers.
10. **Compensation.** No compensation will be exchanged between the Parties for the privileges and promises contained herein.

For: Learning Lab
 By: *Kristin Livingstone*
 Its: Executive Director
 Date: 09/05/24

For: Boise Public Library
 By:
 Its:
 Date:

Proposed Schedule of Library Board Meeting Dates

October 2024 to September 2025

The Library Board of Trustees established a regular meeting schedule for the second Wednesday of each month, 11:30 a.m. at the Main Library in the Marion Bingham Room.

Month	Day	Year	Comments
October	9	2024	
November	13	2024	
December	11	2024	
January	8	2025	
February	12	2025	
March	12	2025	
April	9	2025	
May	14	2025	
June	11	2025	
July	9	2025	
August	13	2025	
September	10	2025	September is the annual meeting.

BOISE PUBLIC LIBRARY SYSTEM STATISTICS REPORT July 2024

	<u>This Month</u>	<u>Last Year This Month</u>	<u>Percent Change</u>	<u>This Year To Date</u>	<u>Last Year To Date</u>	<u>Percent Change</u>
<u>CIRCULATION/Books</u>						
Adult	47,945	44,827	6.96	451,885	434,249	4.06
Young Adult	6,510	6,530	-0.31	54,313	54,494	-0.33
Juvenile	64,238	60,876	5.52	597,620	586,303	1.93
Sub Total	118,693	112,233	5.76	1,103,818	1,075,046	2.68

<u>CIRCULATION /Audio Visual</u>						
Adult	16,094	16,443	-2.12	158,719	170,005	-6.64
Young Adult	1,011	1,060	-4.62	9,796	9,840	-0.45
Juvenile	5,419	5,050	7.31	48,473	51,463	-5.81
Sub Total	22,524	22,553	-0.13	216,988	231,308	-6.19

<u>CIRCULATION/Digital</u>						
eAudio	44,854	36,200	23.91	399,737	312,579	27.88
eBooks	32,509	29,392	10.60	299,874	256,960	16.70
eVideo	1,065	733	45.29	10,370	3,797	173.11
eMusic	86	78	10.26	761	656	16.01
eMagazine	7,057	2,934	140.52	95,529	29,157	227.64
Sub Total	85,571	69,337	23.41	806,271	603,149	33.68
TOTAL CIRCULATION	226,788	204,123	11.10	2,127,077	1,909,503	11.39

<u>CIRCULATION SUMMARY</u>						
Main Library	63,640	61,826	2.93	601,053	605,908	-0.80
Collister	12,815	12,048	6.37	120,825	115,890	4.26
Hillcrest	9,060	8,670	4.50	86,602	84,918	1.98
Cole & Ustick (C&U)	26,187	24,789	5.64	246,405	233,451	5.55
Bown	26,636	24,991	6.58	239,171	240,437	-0.53
Home Service	2,879	2,462	16.94	26,750	25,750	3.88
Digital Collection	85,571	69,337	23.41	806,271	603,149	33.68
TOTAL CIRCULATION	226,788	204,123	11.10	2,127,077	1,909,503	11.39

<u>PATRON COUNT</u>						
Main Library	30,123	26,794	12.42	282,321	247,589	14.03
Collister	6,604	5,988	10.29	58,937	52,833	11.55
Hillcrest	6,105	4,979	22.61	57,276	49,902	14.78
Cole & Ustick	11,391	9,765	16.65	102,409	92,300	10.95
Bown	10,428	8,807	18.41	101,139	90,270	12.04
TOTAL PATRON COUNT	64,651	56,333	14.77	602,082	532,894	12.98

<u>POLARIS CATALOG*</u>						
System External Use Counts	0	0	0.00	0	2,051,071	-100.00
Main Internal Use Counts	0	0	0.00	0	299,962	-100.00
Collister Internal Use Counts	0	0	0.00	0	16,713	-100.00
Hillcrest Internal Use Counts	0	0	0.00	0	19,963	-100.00
C&U Internal Use Counts	0	0	0.00	0	54,445	-100.00
Bown Internal Use Counts	0	0	0.00	0	39,085	-100.00

*Software upgrade has delayed availability of data.

	<u>This Month</u>	<u>Last Year This Month</u>	<u>Percent Change</u>	<u>This Year To Date</u>	<u>Last Year To Date</u>	<u>Percent Change</u>
<u>NEW CARDS ISSUED</u>						
Resident	1,036	911	13.72	9,090	9,010	0.89
Non-Resident	13	3	333.33	67	39	71.79
Internet Only	0	0	0.00	3	1	200.00
TOTAL CARDS ISSUED	1,049	914	14.77	9,160	9,050	1.22

INTERLIBRARY LOANS

Out-of-State	98	21	366.67	1,051	907	15.88
In-State	24	12	100.00	306	523	-41.49

INTERLIBRARY BORROWING

Out-of-State	62	121	-48.76	698	789	-11.53
In-State	23	38	-39.47	174	338	-48.52

REFERENCE SUMMARY

Main Adult Desk	2,360	2,118	11.43	21,436	13,968	53.47
Main Adult Telephone	600	759	-20.95	6,023	5,970	0.89
Main Adult Electronic	130	153	-15.03	1,060	1,120	-5.36
Sub Total Adult Reference	3,090	3,030	1.98	28,519	21,058	35.43

Main Youth Desk	1,449	1,341	8.05	10,824	9,897	9.37
Main Youth Telephone	5	4	25.00	58	142	-59.15
Main Youth Electronic	2	0	100.00	72	18	300.00
Sub Total Youth Reference	1,456	1,345	8.25	10,954	10,057	8.92

Information Desk

Readers Advisory	2	7	-71.43	25	22	13.64
Directional/Informational	1,026	718	42.90	8,630	6,136	40.65
Sub Total Information Desk	1,028	725	41.79	8,655	6,158	40.55

Collister Desk	1,335	1,644	-18.80	13,521	12,676	6.67
Collister Phone	155	127	22.05	1,680	1,252	34.19
Sub Total Collister Reference	1,490	1,771	-15.87	15,201	13,928	9.14

Hillcrest Desk	909	698	30.23	5,871	4,809	22.08
Hillcrest Phone	132	140	-5.71	1,241	1,083	14.59
Sub Total Hillcrest Reference	1,041	838	24.22	7,112	5,892	20.71

Cole & Ustick Desk	2,105	1,266	66.27	18,297	11,004	66.28
Cole & Ustick Phone	302	163	85.28	2,598	1,593	63.09
Sub Total C&U Reference	2,407	1,429	68.44	20,895	12,597	65.87

Bown Desk	1,093	1,443	-24.26	9,582	7,224	32.64
Bown Phone	128	167	-23.35	1,785	554	222.20
Sub Total Bown Reference	1,221	1,610	-24.16	11,367	7,778	46.14
TOTAL REFERENCE	11,733	10,748	9.16	102,703	77,468	32.57

	<u>This Month</u>	<u>Last Year This Month</u>	<u>Percent Change</u>	<u>This Year To Date</u>	<u>Last Year To Date</u>	<u>Percent Change</u>
MEETING ROOM USE SUMMARY						
Programs						
Main Adult Programs	8	8	0.00	172	116	48.28
Main Youth Programs	81	49	65.31	682	652	4.60
Main Community Programs	50	78	-35.90	1,004	940	6.81
Sub Total Main	139	135	2.96	1,858	1,708	8.78
Collister Adult Programs	19	12	58.33	199	99	101.01
Collister Youth Programs	32	38	-15.79	286	365	-21.64
Collister Community Programs	64	106	-39.62	871	899	-3.11
Sub Total Collister	115	156	-26.28	1,356	1,363	-0.51
Hillcrest Adult Programs	23	11	109.09	202	139	45.32
Hillcrest Youth Programs	10	51	-80.39	206	294	-29.93
Hillcrest Community Programs	102	113	-9.73	1,192	1,050	13.52
Sub Total Hillcrest	135	175	-22.86	1,600	1,483	7.89
C&U Adult Programs	16	19	-15.79	172	120	43.33
C&U Youth Programs	36	45	-20.00	483	363	33.06
C&U Community Programs	79	138	-42.75	1,126	1,156	-2.60
Sub Total Cole & Ustick	131	202	-35.15	1,781	1,639	8.66
Bown Adult Programs	10	9	11.11	124	110	12.73
Bown Youth Programs	30	40	-25.00	338	422	-19.91
Bown Community Programs	33	74	-55.41	677	765	-11.50
Sub Total Bown	73	123	-40.65	1,139	1,297	-12.18
TOTAL PROGRAMS	593	791	-25.03	7,734	7,490	3.26

Program Attendance

Main Adult Attendance	56	77	-27.27	2,193	1,220	79.75
Main Youth Attendance	2,330	1,773	31.42	23,835	21,867	9.00
Main Comm Attendance	658	604	8.94	8,951	8,026	11.53
Sub Total Main	3,044	2,454	24.04	34,979	31,113	12.43
Collister Adult Attendance	141	114	23.68	1,234	846	45.86
Collister Youth Attendance	533	1,678	-68.24	12,027	14,447	-16.75
Collister Comm Attendance	292	357	-18.21	3,716	3,248	14.41
Sub Total Collister	966	2,149	-55.05	16,977	18,541	-8.44
Hillcrest Adult Attendance	238	57	317.54	2,414	1,272	89.78
Hillcrest Youth Attendance	197	990	-80.10	5,009	5,793	-13.53
Hillcrest Comm Attendance	605	398	52.01	8,687	6,092	42.60
Sub Total Hillcrest	1,040	1,445	-28.03	16,110	13,157	22.44
C&U Adult Attendance	136	72	88.89	990	719	37.69
C&U Youth Attendance	1,105	957	15.46	14,870	11,290	31.71
C&U Comm Attendance	580	669	-13.30	6,559	8,772	-25.23
Sub Total Cole & Ustick	1,821	1,698	7.24	22,419	20,781	7.88
Bown Adult Attendance	110	83	32.53	1,225	978	25.26
Bown Youth Attendance	844	1,011	-16.52	11,344	12,194	-6.97
Bown Comm Attendance	257	179	43.58	4,538	3,344	35.71
Sub Total Bown	1,211	1,273	-4.87	17,107	16,516	3.58
TOTAL PROGRAM ATTENDANCE	8,082	9,019	-10.39	107,592	100,108	7.48

BOISE PUBLIC LIBRARY

RECIPROCAL BORROWING STATISTICS

July 2024

Items checked out at BPL by consortium members' patrons.

	Percent of				Percent of			
	<u>This Month</u>	<u>This Month</u>	<u>Last Year</u>	<u>Percent</u>	<u>This Year</u>	<u>To Date</u>	<u>Last Year</u>	<u>Percent</u>
CHECKOUTS	<u>Circulation</u>	<u>This Month</u>	<u>This Month</u>	<u>Change</u>	<u>To Date</u>	<u>Circulation</u>	<u>To Date</u>	<u>Change</u>
Ada Community	2,939	1.30	3,263	-9.93	36,785	1.73	36,056	2.02
Caldwell	389	0.17	382	1.83	3,505	0.16	2,997	16.95
Eagle	592	0.26	538	10.04	5,319	0.25	6,034	-11.85
Emmett	9	0.00	17	-47.06	85	0.00	235	-63.83
Garden City	1,457	0.64	949	53.53	10,783	0.51	10,264	5.06
Kuna	306	0.13	460	100.00	2,586	0.12	4,215	-38.65
Meridian	3,124	1.38	2,967	5.29	28,278	1.33	25,914	9.12
Mountain Home	83	0.04	172	-51.74	1,967	0.09	2,344	-16.08
Nampa	686	0.30	564	21.63	6,296	0.30	5,788	8.78
Twin Falls	29	0.01	54	-46.30	383	0.02	239	60.25
Total	9,614	4.24	9,366	2.65	95,987	4.51	94,086	2.02

Total BPL Circulation	226,788	204,123	2,127,077	1,909,502
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Items checked out at consortium member locations by BPL patrons.

	<u>This Month</u>	<u>Last Year</u>	<u>This Year</u>	<u>Last Year</u>
CHECKOUTS		<u>This Month</u>	<u>To Date</u>	<u>To Date</u>
Ada Community	11,288	10,965	97,415	96,887
Caldwell	114	114	1,417	1,789
Eagle	8,918	7,290	70,713	66,342
Emmett	30	44	356	319
Garden City	9,267	9,268	78,526	79,534
Kuna	168	193	1,227	1,499
Meridian	7,275	9,167	79,460	76,811
Mountain Home	29	19	331	117
Nampa	699	899	6,971	6,579
Twin Falls	19	14	187	84
Total	37,807	37,973	336,603	329,961