



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

BOISE PUBLIC LIBRARY BOARD OF TRUSTEES Regular Meeting Minutes June 5, 2024

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, June 5, 2024.

City Staff and Partners Present

Jessica Dorr, Library Director
Sarah Kelley-Chase, Library Services Senior Manager
Emily Johnson, Library Chief Administrative Officer
Tully Gerlach, Librarian Principle-Collection Development
Kari Davis, Library Administrative Manager
Joshua Letsinger, Library Communications Manager
Lyndsay Erb, Boise City Public Works Senior Project Manager
Ed Jewell, Boise City Legal Counsel
Maggie Smith, Boise City Senior Budget Analyst
Lynette Gould, Boise City Department of Finance & Administration Project Manager
Zac Monahan, President of the Friends of the Boise Public Library (Remote)
Camille Franks, Chair of the Boise Public Library Foundation (Remote)
Jill Eyres, Group 4 Architecture, Research + Planning
Vickie White, Group 4 Architecture, Research + Planning

1. Call to Order and Introductions

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

Present: Nicole Trammel Pantera, President; Rebecca Lemmons, Vice President; Reshma Kamal; Ron Pisaneschi.

Absent: Brian Klene.

2. Communications

Dorr introduced Trustees to Jill Eyres and Vickie White from Group 4 Architecture, Research + Planning.

3. Minutes-Action Item

MOTION to approve the May 8, 2024 regular meeting minutes.

Motion: Pisaneschi

Second: Lemmons

Result: Motion carried on a roll call vote of Kamal, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

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

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4. Consent Agenda-Action Item

a. Payment of Bills and Payroll

b. Financial Reports

MOTION to approve the April bills and payroll, the expenditure/revenue reports for the period ending April 30, 2024, and the gift fund activity report for April 2024.

Motion: Lemmons

Second: Pisaneschi

Result: Motion carried on a roll call vote of Kamal, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

5. Reports

a. Boise Public Library Foundation

Franks shared that the Foundation is continuing to move through operational projects and continues to work on identifying different ways to support the Library. The Foundation's next meeting is June 13.

b. Library Director's Report including Administration and Management

Dorr mentioned that the Library received delivery of a Family Workstation located on the second floor of the Downtown location. The workstation will enable parents and caregivers to use a computer while occupying their small children. The workstation was purchased with a donation from the Friends of the Boise Public Library.

Dorr shared that Treasure Valley Reads will start next week. This year's program features local authors Tomás Baiza and Lyd Havens. Keynote is June 9 at 7pm.

Dorr reported that the Mental Health Coordinator position is open and staff will work on filling as soon as possible. Dorr also shared that a plan is in place in the interim to ensure services and partnership relationships continue.

Staff are preparing for implementation of House Bill 710, The Children's School and Library Protection Act, taking effect on July 1. Materials will be available at the service desks and online. The Mayor's Office has requested a presentation for City Council which will happen on June 11.

Dorr previewed that in July staff would share the efforts of the Strategic Plan to date and upcoming changes to data reporting to the Library Board.

c. Friends of the Boise Public Library

Monahan reported the Friends just conducted a successful sale at the Bown Library. The group raised \$11,000 in sales and \$500 in membership fees. Monahan expressed appreciation to the branches for accommodating the sales. The Friends are looking to set a schedule for upcoming fall sales.



Trustees thanked the Friends for the opportunity to purchase library merchandise, especially the 2024 summer reading shirts.

6. Old Business

a. Master Facilities Plan Update

Eyres presented an overview of the work Group 4 Architecture, Research + Planning will undertake in creating a new, twenty-year facilities plan for the library. Eyres provided a project overview, first impressions of current facilities, and asked Trustees what they would like to see from the plan. Trustees asked how Group 4 would adapt to impressions of past planned projects. Eyres stated that they would keep the past facilities plan in mind during the process. Trustees also asked to have information sharing as well as information gathering with the community as part of the process. Trustees encouraged Eyres to involve the Board in the effort.

b. Boise Public Library Policy Review

Section 7.00, Use of Meeting Rooms

Section 7.00, Use of Meeting Rooms was presented to the Board with no changes recommended.

Section 8.00, Displays and Exhibits

Section 8.00, Displays & Exhibits was presented to the Board with no changes recommended.

This continued the Library Board of Trustees annual policy review for Fiscal Year 2024 as stipulated by the Board's bylaws.

7. New Business

a. Fiscal Year 2025 Budget- **Action Item**

Johnson, Smith, and Gould presented the Fiscal Year 2025 proposed general fund (including revenue, personnel, maintenance and operating), heritage fund (library donations), heritage fund (ILS), major equipment, major repair and maintenance and capital budgets for the Board's review, discussion, and adoption.

MOTION to approve Fiscal Year 2025 proposed general fund (including revenue, personnel, maintenance and operating), heritage fund (library donations), heritage fund (ILS), major equipment, major repair and maintenance and capital budgets, and forward to City Council for approval.

Motion: Lemmons

Second: Pisaneschi

Result: Motion carried on a roll call vote of Kamal, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.



b. FY24 Ada Community Library Annexation Compensation Agreement - Action Item

Dorr presented the FY24 Ada Community Library Annexation Compensation Agreement for the Boards review and approval. This agreement facilitates compensation to Ada Community Library for providing Boise Public Library users services.

MOTION to approve the FY24 Ada Community Library Annexation Compensation Agreement as presented and submit to City Council for final approval.

Motion: Lemmons

Second: Pisaneschi

Result: Motion carried on a roll call vote of Kamal, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

8. Selection of Trustee to Review Vouchers

Klene was selected to be the Trustee to review vouchers.

9. Selection of Meeting Date

The next regular meeting is July 10, 2024.

10. Adjourn

MOTION to adjourn the meeting.

Motion: Lemmons

Second: Pisaneschi

Result: Motion carried

The meeting ended at 12:49 p.m.

Approved:

Jessica Dorr, Director

Nicole Trammel Pantera, President

