



# BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

## BOISE PUBLIC LIBRARY BOARD OF TRUSTEES Regular Meeting Minutes December 11, 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, December 11, 2024.

### City Staff and Partners Present

Jessica Dorr, Library Director  
Emily Johnson, Chief Administrative Officer  
Kathleen Stalder, Acquisitions & Technical Services Sr Manager  
Sarah Kelley-Chase, Public Services Sr Manager  
Kari Davis, Library Administrative Manager  
Megan McIntosh, Library Administrative Specialist  
Ed Jewell, Boise City Legal Counsel  
Lindsay Erb, Public Works Senior Project Manager  
Maggie Smith, Senior Budget Analyst (Remote)  
Camille Franks, Chair of the Boise Public Library Foundation (Remote)

### 1. Call to Order and Introductions

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

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

Absent: None.

### 2. Communications

None

### 3. Minutes-Action Item

**MOTION** to approve the November 13, 2024 regular meeting minutes.

**Motion:** Pisaneschi

**Second:** Klene

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

### 4. Consent Agenda-Action Item

a. Payment of Bills and Payroll

b. Financial Reports

MAIN LIBRARY  
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P: 208-972-8320

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

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**MOTION** to approve the November bills and payroll, the expenditure/revenue reports for the period ending October 31, 2024, and the gift fund activity report for October 2024.

**Motion:** Pantera

**Second:** Pisaneschi

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

## 5. Reports

### a. Friends of the Boise Public Library

A representative of the Friends of the Boise Public Library was unavailable, so no report was presented. Lemmons stated that December 2024 is the last month Zac Monahan is serving as President of the Friends of the Boise Public Library. Lemmons expressed gratitude and appreciation for Monahan's partnership, advocacy, and work serving the Friends. The new president will begin serving January 2025. Their name will be announced at the next meeting.

### b. Boise Public Library Foundation

Franks shared that the Foundation held a strategy planning session for the upcoming year a few weeks ago. This session finalized financial and operational plans. Franks also highlighted that the \$24 for '24 fundraising campaign is underway. The Foundation has received 55 donations so far and will provide the final total at the next meeting. The Foundation will meet on Thursday, January 09, 2025.

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

Dorr shared with Trustees that there is a new art wall outside of the Marion Bingham Room in conjunction with the Arts & History team. These featured pieces are part of the Arts & History Department's rotating collection.

Dorr invited the Board to the 2<sup>nd</sup> Annual Community Holiday and Resource Fair which will be held on Friday, December 20. She encouraged everyone to join as it is an opportunity to celebrate the holidays with some of our most vulnerable community members. The Fair is in partnership with key organizations that the Library partners with including CATCH, Valley Regional Transit, Head Start, Terry Reilly, Hillcrest Nails, Boise Barber College and more.

On Tuesday, December 17, the Board will also meet with City Council in Council Chambers. The joint session is being held to update both the Board and Council on work done to date for the new facility plan. Dorr plans to share current trends; feedback from the recent community survey; system changes; and then gather input on the upcoming work and deliverables. The Mayor and Lemmons will pose questions for discussion.



## 6. Requests for Reconsideration- **Action Item**

Trustees considered a request for reconsideration of *The Renaissance Nude* edited by Thomas Kren with Jill Burke and Stephen J. Campbell from the collection. This title was being considered following the passage of the “Children’s School and Library Protection Act” which was opposed by the Library Board. Board President Lemmons set the stage for a civil and respectful discussion and reminded the Board of their role in the reconsideration process.

### a. **The Renaissance Nude edited by Thomas Kren with Jill Burke and Stephen J. Campbell**

The Trustees considered the request for reconsideration to remove this title from the collection. Trustees discussed the request process and specifications of the complaint. Klene questioned whether the request should be considered at all. It was noted that the act does not dictate, nor provide guidance on what is required when a complaint is filed. It was also noted that most of the requests have not met the basic requirements for reconsideration under the “Children’s School and Library Protection Act”, but still prudent to look at these titles as staff has done. Trustees expressed concern regarding library staff time and resources when responding to these requests. Lemmons requested that going forward both library staff and board members track the time spent on each reconsideration request. Should questions be brought up by the Idaho Legislature or City Council, the Board can speak to the public concerning resources being used.

Trustees expressed gratitude towards Dorr and the staff for taking the time and research to show the merit of this title; how it fits in the collection; and why it is shelved in its location.

**MOTION** to adopt the Director's recommendation which is to reject the request to remove the book from the collection.

**Motion:** Pantera

**2nd:** Pisaneschi

**Result:** Motion carried on a roll call vote of Kamal, yes; Klene, no; Pantera, yes; Pisaneschi, yes; Lemmons, yes.

## 7. Old Business

### a. **Boise Public Library Policy Review**

#### **Section 2.00, Personnel**

Sarah Kelley-Chase reviewed section 2.00 of the Boise Public Library Policy Manual with the Trustees. The staff recommended no changes to this section of the policy manual.

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



**b. Interim Fiscal Year 2025 Budget Changes**

Emily Johnson reviewed with Trustees the Interim Fiscal Year 2025 Budget Change and request for additional funding. Public Works applied for a grant for the replacement of lighting fixtures on the first floor of the downtown location. This aligns with the City's environmental direction towards energy efficiency. The grant has been received and staff will track expenditures as part of the construction project. The Library is looking for Board approval to increase both revenue and expenses to add the \$263,780 grant to the budget.

**MOTION** to approve the Interim Fiscal Year 2025 Budget Change and forward to Council for consideration.

**Motion:** Pantera

**Second:** Pisaneschi

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

**8. New Business**

**a. Fiscal Year 2024 Year-End Budget Report**

Johnson presented the 2024 Year-End Budget Report to Trustees. Johnson advised that the fiscal year ended with \$941,000 of budget remaining. Two factors contributed to this. The first is vacancies in library and managerial staff that remained unfilled for some time. Secondly, the entire personnel budget was funded as part of a new strategy to identify savings by the City. Johnson reviewed revenue variances and adjustments within the report.

Trustees questioned an expenditure within the report. It was noted that major equipment expenditure was \$31,595 less than budget. Kathleen Stadler clarified that the physical collection budget falls under the major equipment category to track assets. Staff planned to move \$24,000 of physical print materials budget to digital format. The transferring from physical to digital became a focus. This is not reflected in the last dollar expenditure showing for major equipment. However, this is reflected in the digital expenditure and the difference in comparison with major equipment.

Trustees discussed the ability to recognize library employees with underspent personnel funding. Johnson advised that personnel funding is designated for salaries and cannot be reallocated. It was noted that the City has a Flex Reward program that provides opportunity for employees to be rewarded. Dorr added that the City uses vacancy savings at the end of the year to fund performance pay.

**b. Certification of the Idaho Commission for Libraries Annual Report**

Trustees are required under state code to certify the annual data report to the Idaho Commission for Libraries. Dorr discussed the report with Trustees. Dorr advised that the addresses of the Trustees are submitted to the Idaho



Commission for Libraries to ensure that they reside within the city they serve. Trustees inquired if the number of those who have left the library profession, or the state due to legislative impact is reflected in the report. Dorr stated that the Idaho Library Association has done survey work, but that information is not reflected in the report. The report being submitted to the Commission is focused on numbers, trends, and services.

**MOTION** to certify the 2024 Idaho Public Library Survey as prepared and forward to the Idaho Commission for Libraries.

**Motion:** Pisaneschi

**2nd:** Pantera

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

**c. Library Director Performance Evaluation- Action Item**

The Board has the responsibility for hiring, supervising, and evaluating the Library Director. Trustees discussed the performance evaluation process. Historically, as part of the evaluation process, the Board has worked with the City to receive feedback. It was requested by Lemmons to pause the review until into the new year. The City is in the hiring process for the Library Director's supervisor, the Deputy Chief of Staff of Community Programs, overseeing the Library, Parks & Rec, and Arts & History departments. Lemmons stated she would like to meet with the new Deputy to discuss the evaluation process. Trustees discussed that there was nothing in policy that states the review cannot be delayed. It was noted that per state statute the Director is an employee of the Board. There was concern with involving the City when the evaluation is the responsibility of the Board per law. Trustees decided to appoint Lemmons and Pisaneschi as a subcommittee to lead the Director's performance evaluation.

**MOTION** to appoint Lemmons and Pisaneschi to lead Director's performance evaluation.

**Motion:** Pantera

**2nd:** Klene

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

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

Pantera was selected to be the Trustee to review vouchers.

**10. Selection of Meeting Date**

The next regular meeting is January 08, 2025.

**11. Adjourn**

**MOTION** to adjourn the meeting.

**Motion:** Klene



**Second:** Pisaneschi  
**Result:** Motion carried

The meeting ended at 12:24 p.m.

**Approved:**

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Jessica Dorr, Director

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Rebecca Lemmons, President

