



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

BOISE PUBLIC LIBRARY BOARD OF TRUSTEES Regular Meeting Minutes August 14, 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, August 14, 2024.

City Staff and Partners Present

Jessica Dorr, Library Director
Emily Johnson, Library Chief Administrative Officer
Kathleen Stalder, Acquisitions & Technical Services Sr Manager
Sarah Kelley-Chase Public Services Manager
Eliza Ruby, Information Services Manager
Kari Davis, Library Administrative Manager
James Souder, Library Data Analyst
Joshua Letsinger, Library Communications Manager
Ed Jewell, Boise City Legal Counsel
Maggie Smith, Boise City Senior Budget Analyst (Remote)
Camille Franks, Chair of the Boise Public Library Foundation (Remote)
Zac Monahan, President of the Friends of the Boise Public Library (Remote)

1. Call to Order and Introductions

The meeting was called to order at 11:31 a.m., and a roll call was conducted.

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

Absent: Reshma Kamal; Brian Klene.

2. Communications

None

3. Minutes-Action Item

MOTION to approve the July 10, 2024 regular meeting minutes.

Motion: Pisaneschi

Second: Lemmons

Result: Motion carried on a roll call vote of 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 May bills and payroll, the expenditure/revenue reports for the period ending June 30, 2024, and the gift fund activity report for June 2024.

Motion: Pisaneschi

Second: Lemmons

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

5. Reports

a. Boise Public Library Foundation

Franks reported that the first ever bingo fundraiser for the Foundation was a success. The event was well attended and in two hours they raised just under \$1,000. The group is preparing for the Boise Comic Arts Festival where they will sell t-shirts and posters. Franks ended by sharing that the Foundation continues work on operational projects and will hold their next meeting in September.

b. Library Director's Report including Administration and Management

Dorr shared a Library welcome packet created by a group of staff as part of the Library Strategic Plan. Copies are available at each of our locations for individuals receiving a new library card.

Dorr also shared that the Boise Comics Art Festival is coming up on August 24-25 at the Boise Centre. Registrations have opened for various contests. Muriel Fahrion, the creator of Strawberry Shortcake, will again make an appearance.

Dorr introduced Trustees to the new financial report that will have a similar look to budget reports seen during the budget build process. Dorr also informed the group that City Council approved a budget change moving funds from the general fund to the heritage fund for the Library's FY24 Lynx Consortium payment. Funds were previously approved by the Board as part of the FY24 budget build.

Dorr previewed an upcoming request to temporarily close the Library! at Collister for wall repair and painting. Trustees asked when the lease to the location would expire. Staff reported that the lease would expire in 2027.

Dorr shared that in September the Learning Lab would be presenting to the Trustees on the work they do in the community. A memorandum of understanding will come before the Board also in September to expand the offering of Learning Lab programs through Library locations.



c. Friends of the Boise Public Library

Monahan stated that the current primary activity of the Friends is preparing for the sale at the Library! at Hillcrest in September. The Friends have also started relocating their operations into their warehouse space to allow their space to be used by the Library. The move will enable the group to restart their online sales.

Trustees thanked Monahan for the work and asked him to relay their appreciation to the entire Friends group.

6. Requests for Reconsideration-Action Item

a. Holy Bible: New Living Translation

Trustees discussed the request for reconsideration brought to the Board. The request was by an individual who was not a Boise Public Library cardholder and the request was for an item the Library neither has in its collection nor brought to a Boise Public Library location through the Lynx Library Consortium or interlibrary loan. Dorr recommended that no further action be taken on this matter.

MOTION to take no further action on this request for reconsideration.

Motion: Pisaneschi

Second: Lemmons

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

7. Old Business

a. Boise Public Library Policy Review

Section 3.00, Services-Action Item

Library Public Services Senior Manager Sarah Kelley-Chase reviewed section 3.00, Services, specifically subsections 3.04, Interlibrary Loan; 3.05, Home-based Services; and 3.06, Unscheduled Closures and Cancellations, of the Boise Public Library Policy Manual with the Trustees. Recommended changes to policy 3.06, are included in the meeting packet.

Section 4.00, Use of the Library, Subsection 4.04, Security

Public Services Senior Manager Sarah Kelley-Chase also reviewed recommended changes to Regulation 4.04a, Rules of Conduct and Exhibit 4.04c, Code of Conduct – Expanded Version of the Boise Public Library Policy Manual with the Trustees. Regulation and exhibit changes do not require the Board's approval and are included for information purposes only.

MOTION to approve the recommended changes to policy 3.06, Unscheduled Closures and Cancellations.

Motion: Lemmons

Second: Pisaneschi



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

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

b. Library Board Bylaws-Action Item

Pantera updated the Trustees on changes to the document following the July discussion and suggestions.

MOTION to approve the recommended changes to the Library Board Bylaws.

Motion: Lemmons

Second: Pisaneschi

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

c. Library Statistics

Library staff continued their discussion with Trustees on upcoming changes to how statistics are reported to the Board. The discussion focused on questions asked by the public including how questions are asked, type of questions asked, and time of day. Staff are fine tuning how data is captured to reflect a more accurate count as the information is manually tracked.

8. New Business

None

9. Selection of Trustee to Review Vouchers

Pisaneschi was selected to be the Trustee to review vouchers.

10. Selection of Meeting Date

The next regular/annual meeting is September 11, 2024.

11. Adjourn

MOTION to adjourn the meeting.

Motion: Lemmons

Second: Pisaneschi

Result: Motion carried

The meeting ended at 12:21 p.m.

Approved:

Jessica Dorr, Director

Nicole Trammel Pantera, President

