



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

Boise Public Library Board of Trustees Regular Meeting Agenda

Wednesday, November 8, 2023, 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>

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

AGENDA

Boise Public Library Board of Trustees Regular Meeting Agenda

Wednesday, November 8, 2023, 11:30 a.m. • Main Library, Marion Bingham Room,
715 S. Capitol Blvd., Boise, ID 83702

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<https://www.youtube.com/channel/UCJo0NAsCybsN0DtzuAl3LGA>

1. **Call to Order and Introductions**

2. **Communications**

None

3. **Minutes-Action Item**

October 11, 2023, Regular/Annual 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 September 30, 2023

Gift Fund activity for September 2023

5. **Reports**

a. Friends of the Boise Public Library

b. Boise Public Library Foundation

c. Library Director including administration and management

6. **Old Business**

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

Section 2.00, Personnel

Staff will review section 2.00 of the Boise Public Library Policy Manual with the Trustees. The staff recommends no changes to this section of the policy manual. This is a discussion item only and requires no action unless the Trustees direct a change in the presented policies.

7. **New Business**

a. **Library Fiscal Year 2023 Rebudget Requests- Action Item**

The Library is requesting rebudgets totaling \$3,175,847 from Fiscal Year 2023 into the Fiscal Year 2024 budget. A copy of the Library's rebudget list is included on page 15 of the meeting packet.

Action: A motion to approve the 2023 rebudget list as recommended and forward to Council for consideration will be requested.

b. Library 2024 Closure Calendar- Action Item

The list of Library recommended closures and reduced hours in 2024 is included on page 16 of the meeting packet. The closure list includes a request to close all locations on Monday, October 14, 2024 for a staff in-service/appreciation day.

Action: A motion to approve, reject, or change the recommended closures and reduced hours for calendar year 2024.

8. Educational Item

Trustees will tour the Main Library and be provided with updates to various projects by Library and City Staff.

9. Selection of Trustee to Review Payment Vouchers

Trustee review for November vouchers by Klene.

10. Selection of Meeting Date

Next regular meeting on Wednesday, December 13, 2023.

11. 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

November 2023

Operations

Hours and Services Status

All locations experienced normal operations during October without the need for adjustments to hours or services for any reason.

Lynx Consortium

Starting Monday, October 2nd, courier service was extended to Emmett, Mountain Home, and Twin Falls. Hailey Public Library also left the consortium. This means the Lynx Consortium now consists of 11 libraries which all circulate materials collectively.

Policy Review

By Idaho statute the Library Board of Trustees reviews all Library policies on an annual basis. All policies are posted on the Library website and include the effective date of the policy and the date it was last revised. To help the public better understand when the board last reviewed the policy, we will add a "last reviewed" date to all policies. This will help the public know when a policy was reviewed even if it did not result in any revisions.

Website Platform Upgrade Update

In October the Website Platform Update Project moved from the scoping phase to the design/implementation phase. The vendor and City of Boise project team have finalized the look and feel of most of the Library Website pages and the vendor is finalizing a build plan for the complete website upgrade. Events display and functionality is being optimized to encourage community access to Library offerings. The project plan calls for a tentative "go-live" of the Library Website in early March 2024. Prior to the "go-live" a beta version of the Website will run behind the scenes to allow for Library staff and others to become expert users of the new site in order to better support the public. Regular updates will continue to be provided to the Library Board.

Administration and Management Reports:

Boise Comic Arts Festival XI

From September 29 thru October 1, Boise Public Library celebrated the 11th annual Boise Comic Arts Festival (BCAF). This year's event took place at Zoo Boise, Julia Davis Park, the Idaho State Museum, and the Erma Hayman House. It featured several new programs, thirty guest creators from across the country, and increased participation in the Teen Mentorship Program and Librarians & Educators Day. BCAF XI was made possible through the generous financial support of the Boise Public Library Foundation, Marathon, and Sparklight.

Librarians & Educators Day (L&E Day) at the Idaho State Museum

We offered a free professional development day for librarians and educators. The goal was to foster comics as a tool for enhancing curriculum, inspiring creativity, and empowering young readers, designed to help attendees incorporate comic art into classrooms, libraries, and lesson plans. It included panels and workshops with comics and library professionals and featured creator spotlights, instructions on making comics with kids, and a publisher spotlight with some of our creators. Attendees could receive one college credit through Northwest Nazarene University by completing additional coursework. Forty-nine people attended L&E Day.

Zoo Boise & Julia Davis Park

This year we again partnered with our colleagues at Zoo Boise. The day included cosplay competitions, presentations, performances, and an outdoor Artists' Alley with creators, vendors, and exhibitors spread over the zoo and the park. Additional activities including gaming and panels took place in the Idaho State Museum. All BCAF events were free to attend. The total attendance was 4,314.

Erma Hayman House

Saturday evening, we featured a panel at the Erma Hayman House *Creating and Publishing Comics for Underrepresented Communities* with guest creators Tony Weaver, Jr., Joamette Gil, and Rose Bousamra. Total attendance was 21.

The Idaho State Museum

The final day's events took place at the Idaho State Museum's classrooms and ballroom space. These included a morning portfolio review session, panels, and workshops. Total attendance was 319.



Boise Public Library Board of Trustee Vice-President Rebecca Lemmons and BCAF XI Guest Creator Muriel Fahrion

Programming

- Youth Services hosted Taylor Swift Night at the Library. The event let attendees stay after-hours to participate in activities for all ages, including making and swapping friendship bracelets, creating buttons and origami rings, themed snacks, a photo booth, dancing and singing to everyone's favorite Taylor Swift songs, and live team trivia. 134 people attended the festivities, and many, from babies to



Dance Party at Taylor Swift Night at the Library

grandparents, dressed thematically. One family shared their gratitude for the free, all-ages event that let their whole family share the experience together, noting that most Taylor Swift activities were too expensive for them to all participate in.

- Home-based Services staff hosted a table at the Senior Health Fair at the Senior Center and engaged with nearly 50 people to share Library programs.
- Youth Services staff provided library tours for more than 150 8th grade students from Caldwell who were visiting the Wassmuth Center as part of reading *The Diary of a Young Girl* by Anne Frank.
- Locations across the system held spooky or harvest themed events for library users of all ages...activities included spooky Music and Movements, parades, costumes, etc. Over 400 people attended events!
- Information Services staff hosted a number of programs including: Yoga for Self-Care, Bestsellers of the Classical Era(s) book club, English Practice Meet-up, [Lawyers in the Library](#), and a few tech classes for seniors.
- The Library! at Bown Crossing launched an adult card game drop in program to their schedule, which has shown increased success in October.
- The Library! at Bown Crossing hosted an adult writing workshop (Preptober) designed to help budding authors get their outlines ready for a November National Novel Writing Month ([NaNoWriMo](#)) writing sprint.

Staff Development

- Home-based Services staff attended the annual [Association of Bookmobiles and Outreach Services Conference](#) in Hershey, PA to meet with outreach staff from across the country and learn about resources and ideas for providing service to older adults and home-based services users.
- Information Services staff attended a wide array of trainings including: the Federal Depository Library Conference, the Indigenous Idaho course through the Idaho Commission for Libraries, and the Washington Library Association Neurodivergence & Libraries Summit.

Community Partners

- Home-based Services staff met with our City partners at the Dick Eardley Senior Center to discuss programming opportunities and share resources. This collaboration allows users of one service to learn more about and access resources from both services.
- Youth Services staff provided STEM outreach as part of the LEAP program to 25 teens.

Snapshot Day: Idaho Commission for Libraries

On Friday, October 27th, Boise Public Library participated in Snapshot Day organized by the Idaho Commission for Libraries (ICfL). Snapshot Day is a designated day that libraries document the activities, events, usage, circulation, etc., in their library for one day. First organized in 2019, Snapshot Day captures the impact Idaho libraries have across the state on their communities during a typical day.

The following information was reported to ICfL from Boise:

- What date did you record the information? Friday, Oct 27th
- How many people visited your Library? 2039
- How many Physical items were circulated? 4074
- How many electronic items (e-books, etc.) were circulated? 6642
- How many people accessed your public computers? 201
- How many people accessed your publicly available Wi-Fi? 792
- How many programs were held in the library? 10
- How many people attended those programs? 354

ICfL will compile submissions from across all of Idaho and share data, photos, and stories.

Communications

Monthly Email Newsletter: [October](#)

- Sent Friday, October 6 at 4:15 PM, 8,411 successful deliveries
- Open Rate 55% (6,977) / Click Rate 1.4% (179)

Ultimate Book Nerd Newsletter: [October](#)

- Sent Thurs, November 2, 2023 11:00 AM, 676 successful deliveries
- Open Rate 39.2% (310) / Click Rate 1.8% (15) (information was still coming in at time of report)

Social Media:

- In October, we posted about: BCAF, Erin Kennedy Librarian of the Year award, Taylor Swift party, programs, writer-in-residence, Boise Book Faire, Halloween parties, and Library Snapshot Day
- In November we plan to post about: The Book Faire, Winter programs, the Idaho Collection, digital resources, and Main Library construction updates

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:	October 2023
Project Summary	After a condition assessment evaluation completed in the of summer 2020 it was found that there a 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"> • Construction started 6/26/23 • Upper roof is completed, lower roof is anticipated to be completed 10/30/23 • Fall protection install anticipated for mid-November. <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"> • Construction started Aug. 7th on 1st floor restroom and anticipated to be completed end of November. • The 2nd, 3rd and 4th floor restrooms will follow sequentially with estimated final completion late July 2024 • Fire pump replacement to begin mid-January with roughly a one-month turnaround. Shop drawings and submittals are currently in progress. <p><u>1st & 4th Floor Renovations</u></p> <ul style="list-style-type: none"> ✓ Project Scope: First floor includes new office for Health Coordinator 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"> • Construction contract approved 10/24 • Abatement anticipated to begin this winter on the 4th floor. • Due to HVAC unit lead times, construction anticipated to begin early March 2024 on the 4th floor with a 4-month turnaround. • 1st floor construction anticipated to begin early August 2024 with a 3-month turnaround.

1st Floor Renovations

- ✓ Project Scope: Includes 1 story portion of building only which includes renovations to information desk, Hayes auditorium and youth services areas.

Status:

- Concept design completed.
- Planning to start up schematic design early November once we get design team under contract.
- Goal is to finish schematic design by early January and our CM/GC will complete a construction estimate to inform budget for the next fiscal year.

Misc. projects:

Parking lot repairs:

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

Status:

- Architect has put together recommended repair package.
- Anticipate bidding out this winter.
- Planning for repair work to begin spring 2024.

Brick repairs:

- ✓ Project Scope: Repair exterior cracks in mortar

Status:

- Plans are being finalized.
- Bidding phase anticipated for this winter.
- Work anticipated to be completed spring 2024 after parking lot repairs.

Stairwell Railing

- ✓ Project Scope: Renovate existing staircase handrails and guards between all floors on both east and west sides of the building.

Status:

- Bid package is complete.
- Anticipated to bid out this winter for optimal pricing.
- Work estimated to begin late winter.

Overall Project Health

Summary:

For fiscal year 2024, we have budget to cover the 4th floor renovations and new office for Health Coordinator and bookstore area on the 1st floor along with continuation of the restroom renovations project. Other side projects such as the parking lot, envelope repairs and stairwell railing are anticipated to be completed as well depending on what bids come in at.

The project program will continue to be reviewed by Public Works and Library to determine sequence and timing for the remainder of the projects.

Highlights	The roofing renovations are completed. The restroom renovations and plumbing line replacement is in progress on the first floor and first floor restroom is planned to be operational again starting end of November prior to 2 nd floor restroom work beginning. Construction work on the 4 th floor for space reconfiguration is anticipated to begin in March 2024.
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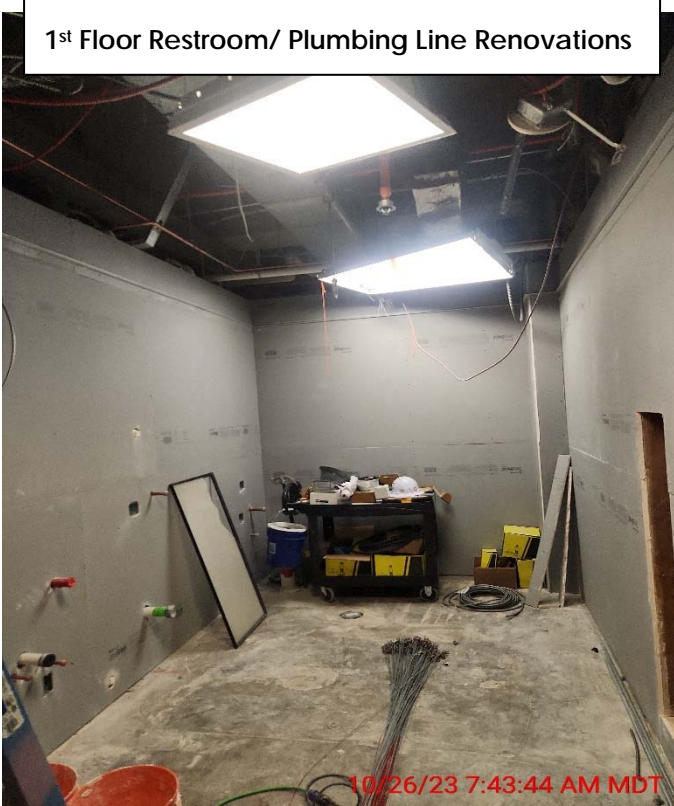
PROJECT COMPONENTS:

<i>Component</i>	<i>Notes</i>
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	We had to cut back on our scope of work for FY 23 due to estimates coming in higher than anticipated. The work is being prioritization based on condition and efficiencies. The budget will continue to be monitored as we receive estimates and bids to determine the work that can be completed this fiscal year.
Schedule	Budget constraints put us behind schedule in FY 23 as we had to determine which projects should be completed this fiscal year due to estimates coming in higher than anticipated and update design plans to accommodate the work. Any project specific schedule delays will be noted in the bid package updates section.
Risks	Construction market challenges, including finding multiple bidders and pricing.
Resources	

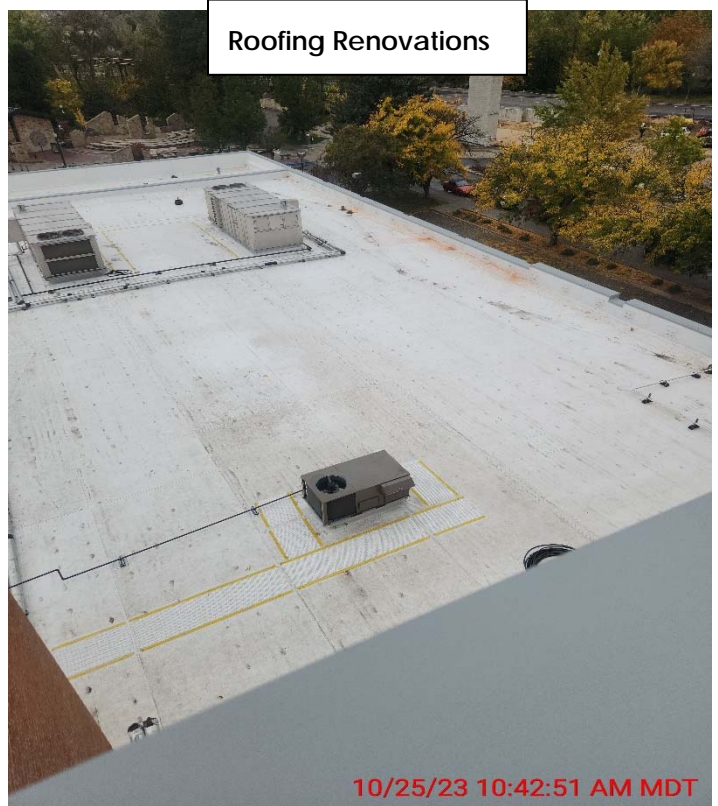
SCOPE MANAGEMENT:

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
Planned	<ul style="list-style-type: none"> • Restroom/ plumbing construction work to continue until late June 2024. • Visioning work to establish alignment for interior design materials & finishes deliverable near completion. • Anticipated construction projects in FY 24: 4th & partial 1st floor remodel, stairwell railing work, brick repairs and parking lot repairs. • Startup schematic design for 1st floor renovations

1st Floor Restroom/ Plumbing Line Renovations



Roofing Renovations



Boise Public Library

Policy Review November 8, 2023

Policy items reviewed and presented are as follows:

SECTION 2.00, *Personnel*

- Policy 2.01, Personnel
- Policy 2.02, Continuing Education

Staff Recommendations:

Section 2.00, *Personnel* of the Boise Public Library Policy Manual is presented to the Library Board for review. Staff have no recommended changes on the policies presented.

Document Type:	Policy
Number:	2.01
Effective:	03-01-11
Revised:	12-02-15

PERSONNEL

The Board follows the personnel policies of Boise City, as outlined in the Boise City Employees Handbook.

The Board has sole responsibility for hiring, supervising, and evaluating the Director, who serves at the pleasure of the Board.

Nevertheless, the Board expects members of the Library's management to bring serious concerns related to the Director's job performance to the attention of the Board. These concerns would include: 1) job performance that clearly does not meet the job description or job performance standards adopted by the Board; 2) intentional actions by the Director that circumvent the written library policies as adopted by the Board; 3) the creation of a hostile, harassing, or threatening work environment whether as an ongoing practice or a single incident; 4) unethical or illegal actions or behavior.

The Director and supervisory staff have the authority to dismiss any library employee whose attitude, professional ethics and conduct, or performance of duties make such action advisable. The Director and supervisory staff shall follow the personnel policies of Boise City when exercising this authority, as outlined in the Boise City Employees Handbook.

The Library is committed to providing equal employment opportunities for all persons.

Document Type: Policy
Number: 2.02
Effective: 03-01-11
Revised: 03-01-11

CONTINUING EDUCATION

The Board encourages the personal and professional development of staff members through participation in civic, educational, and professional organizations. Attendance at library institutes and the conferences of library associations may be financed within the restriction of the Library's budget. Insofar as it is feasible, attendance at conferences will be rotated among eligible staff members.

All non-probationary members of the staff, regardless of job classification, are eligible to apply for permission to attend work-related conferences, workshops, and classes on library work time. Exceptions for introductory or temporary staff may be made at the discretion of the Director or designee. Opportunities for training will involve as many people on the staff as feasible given budgetary and staffing constraints. Priority will be given to training that supports Library strategic plan activities and/or supports an individual employee's approved performance plan for work-related training.

Fiscal Year 2023 Rebudgets

Rebudgets enable departments to carry forward unspent funds from the prior year into the current year. Each year, as part of the End of Year process, departments work with Finance Managers to submit rebudget requests to the Budget Office. Similarly, departments request to carry forward encumbrances from the prior fiscal year into the current fiscal year as part of the End-of-Year process. The Budget Office compiles these requests for Mayor's Office review, and ultimately for City Council approval in mid-December.

The rebudget requests we are submitting for approval by the Board of Trustees follow the guidelines put forward by the Budget Office including:

- All rebudget requests should support high priority items
- Personnel rebudgets are generally not allowed as these costs are included in the base budget
- Rebudget requests for M&O Funds generally should not be submitted when annual base funding exists (e.g., supplies, utilities, etc.).
- Funds should be rebudgeted no more than once (does not apply to multi-year capital projects).

Boise Public Library

Fiscal Year 2023 Rebudget Requests (to move the unspent Budget into FY 2024)

Description	Budget	FY23 Actual Spend	Encumbrance	Remaining Balance	Rebudget into FY24	Comments
Library System Stratgic Plan	305,000	193,949	106,245	4,807	111,052	Signed contract with consultant to create implementation strategy and a gap analysis, to be completed end of FY24.
Major R&M - Cameras & Cabling	70,000	20,378	21,851	27,771	49,622	Security equipment is being installed at branches during the winter of FY24, and Main Library later in FY24.
Major R&M - Building Envelope	840,000	533,296	262,532	44,173	306,705	The roof construction will wrap up in Q1. The balance is contingency on roof and other exterior envelope improvements. Estimated to be completed spring FY24.
Major R&M - Parent	675,528			675,528	675,528	Due to years of deferred maintenance, funds will be added to FY24 to cover costs on projects going out to bid. Work is estimated for summer FY24.
Major R&M - Building Remodels	1,750,000	221,753	1,377,369	150,879	1,528,248	Restroom remodel project is under way, including plumbing repairs, estimate to be completed Q2 FY24. First and fourth floor estimated to complete Q3 FY24.
Major R&M - Project Soft Costs	619,038	376,534	211,931	30,574	242,505	Architect services, asbestos testing, staff charges, for Library remodels and repairs. Project is on-going due to deferred maintenance.
Major Equip - Furniture	157,515	119,984	12,503	25,028	37,531	Cole & Ustick order placed in July, delivery is expected through Q1 FY24. The balance will be used toward furniture as part of the remodel on the first floor of the Main Library.
Major Equip - Furniture	97,465	5,558	91,907	0	91,907	Cole & Ustick order placed in July, delivery is expected through Q1 FY24.
Major Equip - Shelving	155,945	81,196		74,749	74,749	Shelving options are planned, vendor has measured the space and is putting together a quote. Order will be placed in FY24 after an evaluation of options for the space.
Major Equip - Van	58,000			58,000	58,000	Supply chain issues in FY23 exist, and Fleet Services will place an order early in FY24 when the order banks open, depending on manufacturer availability.

Total	4,728,491	1,552,647	2,084,338	1,091,509	3,175,847
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Completed:

Major R&M - Carpet Replacement	144,854	144,853			0
Major Equip - Awning	748	748			0
Major Equip - Book Check-in and Sorter	323,485	323,485			0

Total	469,087	469,086			
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Boise Public Library

Proposed Closures for Calendar Year 2024

The Library will be closed for each Boise City recognized holiday. Proposed variations are indicated in italics with an asterisk (*) and are not considered paid staff holidays. Staff will flex their schedules as necessary.

PROPOSED CLOSURES:

Monday, January 1, 2024	New Year's Day
Monday, January 15, 2024	Martin Luther King Jr. Day/ Idaho Human Rights Day
Monday, February 19, 2024	President's Day
Monday, May 27, 2024	Memorial Day
Wednesday, June 19, 2024	Juneteenth
Thursday, July 4, 2024	Independence Day
Monday, September 2, 2024	Labor Day
Monday, October 14, 2024	Staff In-Service Day (All locations close on Columbus Day/ Indigenous Peoples' Day for staff appreciation/ training)
Monday, November 11, 2024	Veteran's Day
Thursday, November 28, 2023	Thanksgiving Day
Wednesday, December 25, 2024	Christmas Day

PROPOSED REDUCED HOURS:

* <i>Tuesday, December 24, 2024</i>	<i>Christmas Eve (Traditionally the library has operated reduced hours on Christmas Eve closing at 2 p.m.)</i>
* <i>Tuesday, December 31, 2024</i>	<i>New Year's Eve (Traditionally the library has operated reduced hours on Christmas Eve closing at 6 p.m.)</i>

BOISE PUBLIC LIBRARY

SYSTEM STATISTICS REPORT

September 2023

	<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	42,325	43,421	-2.52	522,016	537,255	-2.84
Young Adult	5,225	5,539	-5.67	65,885	73,614	-10.50
Juvenile	57,333	61,422	-6.66	703,834	731,782	-3.82
Sub Total	104,883	110,382	-4.98	1,291,735	1,342,651	-3.79

<u>CIRCULATION /Audio Visual</u>						
Adult	15,385	17,379	-11.47	202,217	236,698	-14.57
Young Adult	994	860	15.58	11,851	11,224	5.59
Juvenile	4,119	4,914	-16.18	60,410	68,011	-11.18
Sub Total	20,498	23,153	-11.47	274,478	315,933	-13.12

<u>CIRCULATION/Digital</u>						
eAudio	34,331	27,782	23.57	382,893	304,956	25.56
eBooks	27,087	22,582	19.95	313,103	269,231	16.30
eVideo	783	245	219.59	5,342	3,687	44.89
eMusic	61	69	-11.59	784	610	28.52
eMagazine	4,790	2,496	91.91	36,849	32,080	14.87
Sub Total	67,052	53,174	26.10	738,971	610,564	21.03
TOTAL CIRCULATION	192,433	186,709	3.07	2,305,184	2,269,148	1.59

<u>CIRCULATION SUMMARY</u>						
Main Library	57,408	60,883	-5.71	726,016	747,606	-2.89
Collister	11,956	11,693	2.25	140,507	149,920	-6.28
Hillcrest	8,077	8,845	-8.68	101,192	110,109	-8.10
Cole & Ustick (C&U)	22,407	23,635	-5.20	278,462	296,097	-5.96
Bown	22,556	26,053	-13.42	288,489	326,976	-11.77
Home Service	2,977	2,426	22.71	31,547	27,876	13.17
Digital Collection	67,052	53,174	26.10	738,971	610,564	21.03
TOTAL CIRCULATION	192,433	186,709	3.07	2,305,184	2,269,148	1.59

<u>PATRON COUNT</u>						
Main Library	23,630	22,829	3.51	297,712	252,405	17.95
Collister	5,445	5,117	6.41	64,506	56,815	13.54
Hillcrest	6,653	4,185	58.97	61,237	50,143	22.12
Cole & Ustick	9,056	8,642	4.79	110,224	91,399	20.60
Bown	8,812	7,833	12.50	109,091	85,969	26.90
TOTAL PATRON COUNT	53,596	48,606	10.27	642,770	536,731	19.76

<u>POLARIS CATALOG*</u>						
System External Use Counts	0	219,576	-100.00	2,051,071	3,106,093	-33.97
Main Internal Use Counts	0	32,738	-100.00	299,962	380,535	-21.17
Collister Internal Use Counts	0	1,626	-100.00	16,713	21,229	-21.27
Hillcrest Internal Use Counts	0	2,044	-100.00	19,963	24,477	-18.44
C&U Internal Use Counts	0	5,173	-100.00	54,445	63,940	-14.85
Bown Internal Use Counts	0	4,237	-100.00	39,085	51,552	-24.18

*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	1,023	929	10.12	11,011	9,596	14.75
Non-Resident	5	5	0.00	49	69	-28.99
Internet Only	0	1	-100.00	1	11	-90.91
TOTAL CARDS ISSUED	1,028	935	9.95	11,061	9,676	14.31

INTERLIBRARY LOANS

Out-of-State	107	99	8.08	1,085	944	14.94
In-State	77	43	79.07	640	495	29.29

INTERLIBRARY BORROWING

Out-of-State	94	75	25.33	990	2,016	-50.89
In-State	39	31	25.81	417	634	-34.23

REFERENCE SUMMARY

Main Adult Desk	2,022	1,477	36.90	18,513	14,658	26.30
Main Adult Telephone	656	620	5.81	7,400	7,932	-6.71
Main Adult Electronic	144	147	-2.04	1,400	1,552	-9.79
Sub Total Adult Reference	2,822	2,244	25.76	27,313	24,142	13.13

Main Youth Desk	866	708	22.32	11,977	8,536	40.31
Main Youth Telephone	5	14	-64.29	151	295	-48.81
Main Youth Electronic	5	1	400.00	36	18	100.00
Sub Total Youth Reference	876	723	21.16	12,164	8,849	37.46

Information Desk

Readers Advisory	3	2	50.00	37	65	-43.08
Directional/Informational	983	1,618	-39.25	8,313	22,919	-63.73
Sub Total Information Desk	986	1,620	-39.14	8,350	22,984	-63.67

Collister Desk	1,537	1,180	30.25	15,801	12,788	23.56
Collister Phone	152	118	28.81	1,579	1,551	1.81
Sub Total Collister Reference	1,689	1,298	30.12	17,380	14,339	21.21

Hillcrest Desk	701	502	39.64	6,021	5,228	15.17
Hillcrest Phone	135	106	27.36	1,361	1,138	19.60
Sub Total Hillcrest Reference	836	608	37.50	7,382	6,366	15.96

Cole & Ustick Desk	1,674	1,160	44.31	14,544	13,203	10.16
Cole & Ustick Phone	213	194	9.79	2,080	1,884	10.40
Sub Total C&U Reference	1,887	1,354	39.36	16,624	15,087	10.19

Bown Desk	1,101	476	131.30	9,727	6,417	51.58
Bown Phone	176	31	467.74	887	1,030	-13.88
Sub Total Bown Reference	1,277	507	151.87	10,614	7,447	42.53

TOTAL REFERENCE	10,373	8,354	24.17	99,827	99,214	0.62
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MEETING ROOM USE SUMMARY	This Month	Last Year This Month	Percent Change	This Year To Date	Last Year To Date	Percent Change
Programs						
Main Adult Programs	13	12	8.33	137	64	114.06
Main Youth Programs	54	63	-14.29	745	414	79.95
Main Community Programs	107	49	118.37	1,140	807	41.26
Sub Total Main	174	124	40.32	2,022	1,285	57.35
Collister Adult Programs	15	2	650.00	130	19	584.21
Collister Youth Programs	37	28	32.14	443	260	70.38
Collister Community Programs	104	79	31.65	1,116	686	62.68
Sub Total Collister	156	109	43.12	1,689	965	75.03
Hillcrest Adult Programs	15	10	50.00	165	59	179.66
Hillcrest Youth Programs	23	19	21.05	335	127	163.78
Hillcrest Community Programs	105	67	56.72	1,266	661	91.53
Sub Total Hillcrest	143	96	48.96	1,766	847	108.50
C&U Adult Programs	15	8	87.50	152	62	145.16
C&U Youth Programs	38	28	35.71	435	320	35.94
C&U Community Programs	123	85	44.71	1,403	602	133.06
Sub Total Cole & Ustick	176	121	45.45	1,990	984	102.24
Bown Adult Programs	10	4	150.00	134	37	262.16
Bown Youth Programs	42	37	13.51	498	229	117.47
Bown Community Programs	91	41	121.95	941	224	320.09
Sub Total Bown	143	82	74.39	1,573	490	221.02
TOTAL PROGRAMS	792	532	48.87	9,040	4,571	97.77

Program Attendance

Main Adult Attendance	78	94	-17.02	1,373	752	82.58
Main Youth Attendance	1,460	1,402	4.14	24,746	9,167	169.95
Main Comm Attendance	588	482	21.99	9,361	8,315	12.58
Sub Total Main	2,126	1,978	7.48	35,480	18,234	94.58
Collister Adult Attendance	96	10	860.00	1,079	351	207.41
Collister Youth Attendance	673	825	-18.42	17,242	14,635	17.81
Collister Comm Attendance	263	255	3.14	3,936	1,859	111.73
Sub Total Collister	1,032	1,090	-5.32	22,257	16,845	32.13
Hillcrest Adult Attendance	112	68	64.71	1,461	356	310.39
Hillcrest Youth Attendance	327	184	77.72	6,619	3,535	87.24
Hillcrest Comm Attendance	685	422	62.32	7,298	2,625	178.02
Sub Total Hillcrest	1,124	674	66.77	15,378	6,516	136.00
C&U Adult Attendance	59	7	742.86	809	169	378.70
C&U Youth Attendance	741	664	11.60	12,833	11,265	13.92
C&U Comm Attendance	791	903	-12.40	10,231	5,122	99.75
Sub Total Cole & Ustick	1,591	1,574	1.08	23,873	16,556	44.20
Bown Adult Attendance	90	0	100.00	1,202	278	332.37
Bown Youth Attendance	1,097	847	29.52	14,627	7,407	97.48
Bown Comm Attendance	344	387	-11.11	3,976	1,127	252.80
Sub Total Bown	1,531	1,234	24.07	19,805	8,812	124.75
TOTAL PROGRAM ATTENDANCE	7,404	6,550	13.04	116,793	66,963	74.41

BOISE PUBLIC LIBRARY

RECIPROCAL BORROWING STATISTICS

September 2023

Items checked out at BPL by consortium members' patrons.

	Percent of			Percent Change	Percent of			
	<u>This Month</u>	<u>Last Year This Month</u>	<u>Circulation</u>		<u>This Year To Date</u>	<u>To Date</u>	<u>Last Year To Date</u>	<u>Circulation</u>
CHECKOUTS								
Ada Community	2,865	1.49	2,693	6.39	42,246	1.83	31,112	35.79
Caldwell	458	0.24	222	106.31	3,955	0.17	2,966	33.34
Eagle	535	0.28	560	-4.46	7,095	0.31	9,228	-23.11
Emmett	4	0.00	7	-42.86	251	0.01	405	-38.02
Garden City	956	0.50	973	-1.75	12,261	0.53	13,389	-8.42
Hailey	2	0.00	2	0.00	89	0.00	224	-60.27
Kuna	191	0.10	480	-60.21	4,616	0.20	3,375	36.77
Meridian	2,679	1.39	3,039	-11.85	31,377	1.36	29,654	5.81
Mountain Home	315	0.16	194	62.37	2,887	0.13	2,042	41.38
Nampa	765	0.40	442	73.08	7,187	0.31	7,594	-5.36
Twin Falls	62	0.03	26	138.46	348	0.02	371	-6.20
Total	8,832	4.59	8,638	2.25	112,312	4.87	100,360	11.91

Total BPL Circulation 192,433 186,709 2,305,183 2,269,148

Items checked out at consortium member locations by BPL patrons.

	<u>This Month</u>	<u>Last Year This Month</u>	<u>This Year To Date</u>	<u>Last Year To Date</u>
CHECKOUTS				
Ada Community	9,280	9,896	116,526	116,230
Caldwell	84	179	2,028	1,870
Eagle	7,068	6,249	80,777	76,279
Emmett	39	11	371	735
Garden City	5,329	7,205	93,893	95,833
Hailey	4	0	24	26
Kuna	268	192	1,978	2,239
Meridian	11,879	6,436	97,958	80,613
Mountain Home	18	12	160	100
Nampa	684	525	8,137	7,057
Twin Falls	28	0	134	97
Total	34,681	30,705	401,986	381,079