



# BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

## BOISE PUBLIC LIBRARY BOARD OF TRUSTEES Regular Meeting Minutes August 16, 2023

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 16, 2023.

### City Staff and Partners Present

Jessica Dorr, Library Director  
Kathleen Stalder, Library Acquisitions and Technical Services Senior Manager  
Emily Johnson, Library Chief Administrative Officer  
Heidi Lewis, Main Library Division Manager  
Renee Addington, Cole & Ustick Branch Manager  
Josh Shapel, Library Events Coordinator  
Ashley Hammond, Library Mental Health Coordinator  
Kari Davis, Library Administrative Assistant  
Josh Letsinger, Library Communications Manager  
Ed Jewell, Boise City Legal Counsel  
Shawn Wilson, Boise City Municipal Facility Program Senior Manager  
Lindsay Erb, Boise City Public Works Senior Project Manager  
Lynette Gould, Boise City Financial Services Supervisor  
Jill Johnson, President of the Friends of the Boise Public Library (Remote)  
Brian Manship, Chair of the Boise Public Library Foundation (Remote)

### 1. Call to Order and Introductions

The meeting was called to order at 11:35a.m., and a roll call was conducted.

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

Klene asked new Trustees Kamal and Pisaneschi to introduced themselves and share why they wished to join the Library Board. Dorr introduced staff attendees to the new Trustees.

### 2. Communications

None.

### 3. Minutes - Action Item

**MOTION** to approve the July 12, 2023 regular meeting minutes.

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: Jimmy Hallyburton (President), Patrick Bageant (President Pro Tem), Latonia Haney Keith, Meredith Stead, Colin Nash, Luci Willits

[BOISEPUBLICLIBRARY.ORG](http://BOISEPUBLICLIBRARY.ORG)

**Motion:** Lemmons  
**Second:** Pantera  
**Result:** Motion carried

#### 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, 2023, and the gift fund activity report for June 2023.

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

#### 5. Reports

- a. **Friends of the Boise Public Library**

Johnson shared that the Friends sale at the Hillcrest Branch will occur September 14-16. The Friends are also planning an online auction November 3-12 to offer unique items to the public. Johnson shared that the group is still looking to expand its Board. Individuals interested in joining the group can find information on the Friends website.

- b. **Boise Public Library Foundation**

Manship reported that the Foundation has two new Director's on the Board. The group is actively involved in supporting the Boise Comic Arts Festival and is gathering sponsorships. The Foundation will attend BCAF to bring awareness to their organization and the Library

- c. **Library Director's Report including Administration and Management**

Dorr shared with Trustees the 2022 Library Annual Report. The report will be published to the website by Friday, August 18. The Strategic Plan will also be updated on the Library's website by Friday.

Flooring replacement for the Library! at Cole & Ustick is complete and was a full library effort to move all the books off the shelves. The Library! at Hillcrest will close next week for its scheduled flooring replacement. Services at the branch will be unavailable during the replacement.

Dorr informed the Trustees that a training for Board & Commission members would be upcoming in September. Trustees should expect an email with choices for attendance.

#### 6. Old Business

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

- Section 6.00, Gifts & Bequests**

Section 6.00, Gifts & Bequests was presented to the Board with no changes recommended.



## **Section 8.00, Displays & Exhibits**

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

This concludes the Library Board of Trustees annual policy review of Fiscal Year 2023 as stipulated in the Board's bylaws.

## **7. New Business**

### **a. Master Facilities Plan Planning**

Johnson provided context by reviewing the steps taken in developing the Strategic Plan. Using input from the community and the Library Board a plan was developed. Time and effort were spent in the community asking individuals what they wanted to see.

Wilson spoke about upcoming facilities planning which will build on the strategic plan. The FY24 budget has approval for \$300,000 for a plan to look at existing state of facilities, project growth, and develop alternatives to close the gap between the two. The facility plan will include community input and listening to the public for direction. The evaluation will be based on strategic planning goals and have extensive public engagements. Part of the process will be listening to what we've already heard from the public and communicating existing asset conditions to inform conversations.

### **b. Boise Comic Arts Festival XI**

Addington and Shapel provided an overview of the upcoming Boise Comic Arts Festival happening September 29-October 1. Activities will take place at Zoo Boise, the Idaho State Museum, and the Erma Hayman House. Volunteers are still needed and interested individuals can register on the Library's website. A teen comic creator program was started this year and the Librarians & Educators Day returns. The Boise Comic Arts Festival is the largest comic focused event in Idaho.

## **8. Selection of Trustee to Review Vouchers**

Lemmons was selected to be the Trustee to review vouchers.

## **9. Selection of Meeting Date– Action Item**

The next regular/annual meeting is September 13, 2023.

## **10. Adjourn**

**MOTION** to adjourn the meeting.

**Motion:** Klene

**Second:** Pisaneschi

**Result:** Motion carried

The meeting ended at 12:34p.m.



**Approved:**

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Jessica Dorr, Director

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Brian Klene, President

