

**BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES**

**Minutes of the Regular Board Meeting
October 10, 2001**

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, October 10, 2001, in the Marion Bingham Conference Room of the library.

BOARD MEMBERS PRESENT:

Ms. Helen Lowder, President; Ms. Carol Bounds, Vice President; Mr. Al Henderson; Mr. Eric Litster.

OTHERS PRESENT:

Marilyn Poertner, Library Director; Nona Dee Craig, Friends of Boise Public Library; James Wickham, Boise City Legal Department; Kevin Booe, Assistant Library Director and Technical Services Manager; Linda Brilz, Youth Services Librarian; Toni Hansen, Administrative Assistant; Vicki Kreimeyer Brown, Adult Services Division Manager; Susannah Price, Youth Services Division Manager; Vicki Rae, Assistant Circulation Manager; Laurel White, Circulation and I.T. Manager; and Julie AutumnCook, Sr. Secretary.

CALL TO ORDER:

Ms. Lowder called the meeting to order at 11:29 p.m. She introduced Mr. Litster to library staff he'd not yet met, then announced that Ms. Martie Brennan was the new library Trustee. Due to previous plans, Ms. Brennan was not able to attend the October meeting.

I. MINUTES

Ms. Bounds moved and Mr. Henderson seconded that the minutes of the September 5, 2001 Board meeting be approved. Two in favor, none opposed.

II. BILLS AND PAYROLL

Ms. Bounds moved and Mr. Henderson seconded that the bills and payroll be approved as presented. Two in favor, none opposed.

III. CONTINUING EDUCATION

Teen Advisory Board and Healthy Community Healthy Youth Activities

Ms. Brilz reported on Teen Advisory Board activities. The Board creates library programs for patrons, produces a newsletter, and develops the teen page of the library website.

Mr. Booe reported that Healthy Community, Healthy Youth has a new Community Service Committee this year, in response to the assets survey among teens taken almost three years ago. Teens responded that they were most disappointed in the community's value of youth, and services for youth. A new survey is coming out soon, to see if there has been any improvement in these areas.

IV. CONSENT ITEMS

The consent items were reviewed by the Board. There were no questions.

V. DIRECTOR'S REPORT

Ms. Poertner stated that the most exciting event recently at the library had been the enhancement to entry-level wages of library Pages. The beginning hourly wage moved from \$6.33 per hour to \$8.42 per hour. She hopes this will help reduce some of the turnover the library experiences in the page positions.

VI. REPORTS FROM DIVISION MANAGERS

Ms. Rae, Ms. Kreimeyer Brown, Ms. Price, and Mr. Booe updated everyone present on current library activities in their divisions. Each had attended the Idaho Library Association conference in Pocatello. Mr. Booe expressed his pride that Boise Public Library staff holds three of the offices of ILA, and that they continue to fill leadership roles in both state and national organizations. Ms. Kreimeyer Brown noted that the 2002 Legislative Breakfast would be held January 10, 2002, in the Gold Room at the Capitol Building.

Ms. Poertner shared that Mr. Chuck Winder could not attend the meeting. Therefore, there was no need for the Executive Session originally scheduled.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

Report of Board members on activities of RFQ/RFP evaluation committee for A/E services

Ms. Lowder reported that the RFQ/RFP committee discussed the RFQ submittals from architects with PROVIDENCE Associates' Dick Waters and Brad Waters during the September 13 conference call. The thirteen submittals were narrowed down to five. The RFP was sent to the five remaining architectural firms, and replies are due by October 17.

Policy change request to permit a reduced non-resident fee for active military personnel

Mr. Booe reported that no further communication with Mr. Whalen had occurred since his reply to Mr. Whalen's letter of September 10. Ms. Poertner and Mr. Booe thought it especially timely to present this request to the Board at this meeting. If approved, non-resident fees for military personnel would reduce to the current non-resident student fee, or \$17.33 per year. A family card would also be available for \$35. Discussion followed. An estimate of the impact on non-resident revenues was requested. Changes to the proposed policy suggested were:

- 1) In paragraph six, "Members of the military" be changed to "Active duty members of the military."
- 2) In paragraph one, "Payment of one non-resident fee by an individual allows all persons in that individual's household to obtain a library borrower's card" be changed to "Payment of one regular family non-resident fee by an individual allows all persons in that individual's household to obtain a library borrower's card."

The Board agreed to discuss the policy further at the November Board meeting.

Revision of Internet Use policy statement--Discussion Draft

Ms. Poertner explained the proposed changes to the Internet Use Policy statement of the Boise Public Library. The existing policy includes the statement that the library does not use filtering software. Ms. Poertner drafted a policy to have ready to replace the existing policy when the library changes to using the Pharos system, which is scheduled for December. The intent is to have the policy match what the library will be doing when Pharos is in place. Ms. Poertner further explained the Pharos system, which allows the parents to choose filtered, unfiltered, or no internet use for each minor child. The Board agreed to discuss the policy further at the November Board meeting.

IX. MISCELLANEOUS

None.

X. FRIENDS OF THE LIBRARY REPORT

Ms. Craig reported that the Fall at the Mall book sale was the most profitable ever, topping last year's fall book sale by at least 50%. She also stated that the ongoing book sale in the library brings in over \$500 per month. The Friends are anxious to spend the money they've saved for the library branches.

XI. FOUNDATION REPORT

None.

XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Ms. Lowder will review the payment vouchers until the next Board meeting.

XIII. SELECTION OF MEETING DATE

The next regular meeting of the Board of Trustees is 11:30 a.m. on Wednesday, November 7, 2001 in the Marion Bingham Room at the library.

XIV. ADJOURNMENT

There being no further business to come before the Board, Ms. Lowder adjourned the meeting at 12:46 p.m.

APPROVED

Marilyn Poertner
Library Director

Helen Lowder
President, Board of Trustees