

**BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES**

**Minutes of the Regular Board Meeting
December 3, 2001**

The Boise Public Library Board of Trustees met for its regular meeting at 12:00 noon on Monday, December 3, 2001, in the Marion Bingham Conference Room of the library.

BOARD MEMBERS PRESENT:

Ms. Helen Lowder, President; Ms. Martie Brennan; Mr. Al Henderson; Mr. Eric Litster.

OTHERS PRESENT:

Marilyn Poertner, Library Director; Alec Andrus, Boise City Budget Director; Marge Ewing, Friends of Boise Public Library; Marj Hooper, Public Library Consultant, Idaho State Library; Chris Hunt, Boise City Purchasing Manager; Gary Lyman, Boise City Chief of Staff and Administrative Assistant to Mayor and Council; Denise McNeley, Boise City Budget Advisor; Kent Rock, Boise City Treasurer; Roy Snider, library patron; James Wickham, Boise City Legal Department; Chuck Winder, The Winder Company; Kevin Booe, Assistant Library Director and Technical Services Manager; Toni Hansen, Administrative Assistant; Vicki Kreimeyer Brown, Adult Services Division Manager; Laurel White, Circulation and I.T. Manager; Avery Wynings, Library Protective Services Specialist; and Julie AutumnCook, Sr. Secretary.

CALL TO ORDER:

Ms. Lowder called the meeting to order at 12:00 noon. She then welcomed Ms. Hooper, Mr. Hunt, Mr. Lyman, Ms. McNeley, and Mr. Rock to the Library Board meeting.

I. MINUTES

Mr. Henderson moved and Ms. Brennan seconded that the minutes of the November 7, 2001 Board meeting be approved. Two in favor, none opposed.

II. BILLS AND PAYROLL

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

III. CONSENT ITEMS

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

IV. DIRECTOR'S REPORT

Ms. Poertner called for questions on the Director's Report. Brief discussion followed.

V. OLD BUSINESS

None.

VI. NEW BUSINESS

Library Board Recommendation to the City Council for A/E teams for Branch Library Projects

Ms. Poertner acquainted those present with the members of the Branch Library A/E Selection Committee: Ms. Lowder, Mr. Henderson, Mr. Hunt, Mr. Andrus, Mr. Lyman, Mr. Booe, and herself. Ms. Lowder, Mr. Lyman, and Mr. Andrus commented that they were gratified that such exceptional architectural firms had been involved in the RFP process. Discussion of the committee recommendations followed. Ms. Lowder noted that Ms. Bounds had the opportunity to review the committee recommendations last week, and had registered her support for them with Ms. Lowder. Ms. Brennan moved and Mr. Henderson seconded that the Library Board adopt the recommendations of the Branch Library A/E Selection Committee as presented, and direct Ms. Poertner to take them as the Library Board's recommendations to Mayor Coles and the City Council. Two in favor, none opposed. Mr. Andrus and Mr. Rock spoke about branch financing and the judicial confirmation process.

Potential Partnerships with the Parks and Recreation Department

Ms. Lowder communicated a request from the Board of Parks and Recreation Department Commissioners that the library consider future discussions on the possibilities of locating a branch library facility in a multi-generational community center. Discussion followed.

Strategic Planning Process

Ms. Hooper discussed the process to update the Boise Public Library *Strategic Plan* to cover the next three years, from

March 2002 to March 2005.

Appointment of Library Board Member(s) to Boise Public Library Foundation Board

Ms. Poertner discussed the staff recommendation to appoint one or two Library Board Member(s) to serve on the Boise Public Library Foundation Board, with the appointment(s) to be scheduled for ratification at the Foundation Board meeting of December 6, 2001. Mr. Henderson and Ms. Lowder volunteered to fill the positions.

VII. MISCELLANEOUS

None.

Mr. Henderson left the meeting at 12:57.

VIII. FRIENDS OF THE LIBRARY REPORT

Ms. Ewing reported record sales in the ongoing book sale. She cordially invited the Library Board to attend the upcoming holiday reception that the Friends are sponsoring for library staff members.

Mr. Henderson returned to the meeting at 12:59.

IX. FOUNDATION REPORT

A Foundation Board meeting is scheduled for Thursday, December 6, 2001, at 12:00 noon.

X. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

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

XI. SELECTION OF MEETING DATE

The next regular meeting of the Board of Trustees is 11:30 a.m. on Wednesday, January 2, 2002 in the Marion Bingham Room at the library.

XII. EXECUTIVE SESSION: LAND ACQUISITION [IDAHO STATE CODE 67-2345 (1) (c)]

Mr. Henderson moved and Ms. Brennan seconded that the meeting go into Executive Session, under Idaho Code 67-2345 (1) (c): for information purposes regarding property acquisition. Motion carried on the following roll call: Ms. Brennan, yes; Mr. Henderson, yes; Ms. Lowder, yes.

Those who remained for the Executive Session were: Mr. Andrus, Ms. Brennan, Mr. Henderson, Mr. Litster, Ms. Lowder, Ms. McNeley, Mr. Wickham, Mr. Winder, Mr. Booe, Ms. Hansen, and Ms. Poertner.

The Board recessed to an Executive Session at 1:07 p.m. for the purpose of discussion of property acquisition.

Mr. Henderson left the meeting at 1:18 p.m.

The Board reconvened in regular session at 1:25 p.m.

XIII. ADJOURNMENT

There being no further business to come before the Board, Ms. Lowder adjourned the meeting at 1:25 p.m., and Board members proceeded to the Continuing Education session.

XIV. CONTINUING EDUCATION

PHAROS system demonstration / Gates Lab

Mr. Michael Stevens of the Information Technology staff, and Ms. Laurel White, I.T. and Circulation Systems Manager, demonstrated the status of the PHAROS system implementation to date, in the Gates Lab on the first floor of the library. Mr. Booe reviewed current public information plans for introducing PHAROS.

APPROVED

Marilyn Poertner
Library Director

Helen Lowder
President, Board of Trustees