

**BOISE PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**Minutes of the Regular Board Meeting  
November 6, 2002**

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, November 6, 2002, in the Marion Bingham Conference Room of the library.

**BOARD MEMBERS PRESENT:**

Ms. Carol Bounds, President; Mr. Al Henderson, Vice President; Mr. A. J. Balukoff; Ms. Martie Brennan; Mr. Connor Moran.

**OTHERS PRESENT:**

Marilyn Poertner, Library Director; Kevin Booe, Assistant Library Director and Acquisitions and Technical Services Manager; James Wickham, Boise City Legal Department; Emily Kane, Boise City Legal Department; Denise McNeley, Boise City Budget Analyst; Dee Craig, Friends Representative; Ron Redmond, Boise City Public Works Department Assistant City Engineer; Toni Hansen, Administrative Assistant; Alec Andrus, Boise City Budget Director; Kent Rock, Boise City Treasurer; Laurel White, Circulation and I.T. Manager; Vicki Kreimeyer, Adult Services Division Manager; Susannah Price, Youth Services Manager; and Linda Ugrin, Senior Secretary.

**CALL TO ORDER:**

Ms. Bounds called the meeting to order at 11:30 a.m.

**I. MINUTES**

Ms. Brennan moved and Mr. Balukoff seconded that the minutes of the October 9, 2002 Board meeting be approved. All in favor, none opposed.

**II. BILLS AND PAYROLL**

Ms. Brennan moved and Mr. Balukoff seconded that all bills and payroll be approved as presented. All in favor, none opposed.

**III. COMMUNICATIONS**

None.

**VI. CONTINUING EDUCATION**

None.

**V. CONSENT ITEMS**

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

**VI. OLD BUSINESS**

### Branch Library Projects Work Session

Ms. Poertner briefly gave an account of the branch library projects and where they are to date, including development of the Master Library Facility Plan and selection of the A/E teams. Mr. Redmond stated that due to the denial of judicial confirmation of debt for the police headquarters building, negotiations with the library's proposed A/E teams have been put on hold since September. Mr. Redmond estimates that the realistic date of construction for the projects is 2005 at a cost of \$20,500,000. He presented a PowerPoint presentation highlighting options for reduction on A/E costs and options to reduce costs on project scope and facilities. As part of the presentation, Mr. Rock reported there is a regrouping on funding approaches and discussed possible funding options for consideration. Mr. Andrus stated monies set aside in the base are available for funding library debt service for the branch projects, but there is no year-end surplus money from FY02 to draw from. Some funding options discussed were as follows: judicial confirmation, serial levy and a bond issue. Ms. Poertner presented her preferred recommendations from the Library Board to the Boise City Council regarding the branch library projects, including recommending that we proceed with hazardous materials abatement and demolition of the Ridley building at Cole and Ustick. She recommended that the Board members meet with the Mayor and City Council some time in January regarding the branch library projects. Ms. Poertner clarified that Mr. Redmond's use of the term "legacy" for the branch library projects only reflects the desire that the end result of construction is a building to be proud of, one that will become the heart of a neighborhood. Discussion followed. The conclusion of the discussion was for Mr. Redmond to proceed with composing a letter to the A/E teams to notify them of the challenges for funding the projects. He will ask that the A/E teams' fees be brought closer to the Washington State Guidelines, and will ask what savings each could offer if one team did both branch projects. Mr. Redmond indicated that he would also list options for the projects, including a phased construction approach. Mr. Balukoff left the meeting at 12:55 p.m.

### Policy Addition Regarding Special Services to Schools

As a follow up to the Library Board's policy discussion of October 9, Mr. Booe researched policies in use for comparable libraries regarding class visits and other services to schools. Based upon his investigations, he presented a suggested revised policy statement to the Board. Ms. Brennan moved and Mr. Henderson seconded to approve the revised policy statement. All in favor, none opposed.

## **VII. NEW BUSINESS**

### Resolution and Letter of Support for Idaho State Library Services

Ms. Poertner explained the reason for this request for Board support. The Idaho State Library as an agency of state government has already received extensive budget cuts and it is possible that the agency itself may cease to exist as a separate entity. However, the Idaho State Library administration and staff have agreed that it is the *services* to the state population that we should fight to preserve rather than the Idaho State Library as an entity. Mr. Booe commented that the Public Library Division of ILA suggested to the ILA membership that local Library Board of Trustees members be asked to support the Resolution and to inform their local legislators of the assistance that the Idaho State Library has provided to the libraries. A draft letter to Governor Kempthorne was submitted to the Board for approval supporting Idaho State Library services to public and school libraries. Ms. Brennan moved and Mr. Henderson seconded to approve the Resolution and letter as presented and send it to Governor Kempthorne, to the Idaho State Legislators serving Boise, to the Chair of Governor Blue Ribbon Committee on State Budget with a copy to the Idaho State Library.

## **VIII. DIRECTOR'S REPORT**

Ms. Poertner reported that the City of Boise's purchase of the Shaver property, adjacent to the main library, closed on October 31, 2002. Earnest money was also paid on the southeast branch library property on the same day. She reported on the budget and where we stand as of September 30, 2002. Overall, the library will be in the black.

## **IX. REPORTS FROM DIVISION MANAGERS**

Division reports were postponed until the December 4, 2002 Board meeting.

## **X. FRIENDS OF THE LIBRARY REPORT**

Ms. Craig gave an update on the Friends of the Library Book Store to be located in the former Circulation office. Target date for opening is November 25, 2002. She reported they have received a lot of response for volunteers and they are all excited about the opening.

## **XI. FOUNDATION REPORT**

None.

## **XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS**

Ms. Brennan is the next Trustee in rotation to review vouchers.

## **XIII. SELECTION OF MEETING DATE**

The next regular meeting of the Board of Trustees is 11:30 a.m. on Wednesday, December 4, 2002, in the Marion Bingham Room in the library.

## **XIV. EXECUTIVE SESSION: PERSONNEL MATERS [IDAHO STATE CODE 67-2345(1)(b)]**

Ms. Brennan moved that under provisions of Idaho Code 67-2345(1)(b) this Board recess to an Executive Session for the purpose of discussing personnel matters and that a roll call vote be taken on the motion. Motion seconded by Mr. Henderson, and carried on the following roll call vote: Mr. Balukoff, absent; Ms. Brennan, yes; Mr. Henderson, yes; Ms. Lowder, absent; Ms. Bounds, yes.

The Board recessed to an Executive Session at 1:15 p.m. for the purpose of discussing personnel matters. The Board returned to regular session at 1:25 p.m.

## **XV. ADJOURNMENT**

There being no further business to come before the Board, Ms. Bounds adjourned the meeting at 1:30 p.m.

## **APPROVED**

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Marilyn Poertner  
Library Director

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Carol Bounds  
President, Board of Trustees