

**BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES**

**Minutes of the Regular Board Meeting
July 9, 2003**

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, July 9, 2003, in the Marion Bingham Conference Room of the library.

BOARD MEMBERS PRESENT:

Ms. Carol Bounds, President; Mr. A.J. Balukoff; Ms. Julie Cheever; and Ms. Helen Lowder.

OTHERS PRESENT:

Marilyn Poertner, Library Director; Jim Wickham, Boise City Legal Department; Kate Reed, Friends of the Library Representative; Laurel White, I.T. and Circulation Services Division Manager; Susannah Price, Youth Services Division Manager; Toni Hansen, Administrative Assistant; Vicki Kreimeyer, Adult Services Division Manager; Michael Stevens, I.T. Senior Computer System Technician; Vicki Rae, Circulation Assistant Supervisor; Cherie Rendler, Ada Community Library, Star Branch; Marty Durand, American Civil Liberties Union of Idaho; Jack Van Valkenburgh, American Civil Liberties Union of Idaho; Bob Blurton, Citizen; Curtis Pullin, Boise Valley Friends (Quakers); Craig Parry, Idaho Community Foundation; Robert McMinn, Idaho Green Party; Charles Thomas, Idaho Tea Party; Richard Mussler-Wright, Idaho Green Party; Lynn Hightower, KIVI-TV; and Linda Ugrin, Senior Secretary.

CALL TO ORDER:

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

I. MINUTES

Ms. Lowder moved and Mr. Balukoff seconded that the minutes of the June 11, 2003 Regular Board Meeting be approved. All in favor, none opposed.

II. BILLS AND PAYROLL

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

Ms. Bounds welcomed all of the guests who were present, and informed them of the availability of meeting agendas and packets.

III. COMMUNICATIONS

None.

IV. CONTINUING EDUCATION

None.

V. CONSENT ITEMS

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

VI. DIRECTOR'S REPORT

Ms. Poertner commented from her written Director's Report on the Battery Street sidewalk repair project. Due to the efforts of Mr. Ron Redmond of Boise City Public Works, the sidewalk repair portion of the project will cost less than first anticipated.

Ms. Poertner also commented on the Building Safety and Systems Upgrades. There are a few items left to complete on the punch list and then the project will be completed.

The Towne Square Library lease agreement was approved by Boise City Council on June 24, 2003. The library is now paying at the revised rate.

VII. REPORTS FROM DIVISION MANAGERS

Ms. Kreimeyer, Ms. Price and Ms. White updated everyone present on current library activities in their divisions. Ms. Price and Ms. White reported that they are working with a short staff in each of their divisions because of a number of positions being vacant, but recruitment is in process.

VIII. FRIENDS OF THE LIBRARY REPORT

Ms. Reed reported that the Friends of the Boise Public Library Book Store is continuing to do well. Friends members are all waiting for the opportunity to contribute money towards the proposed library branches.

IX. OLD BUSINESS

FY04-05 Library Budget Update

Ms. Poertner briefly discussed the PowerPoint budget presentation that was included in the Library Board packet. The PowerPoint presentation was made to the Boise City Council on June 17, 2003. Ms. Poertner reported that the Open Access Agreement will continue in FY04-05, although the library is to negotiate a flat fee payment with Ada Community Library (ACL) and Garden City Library (GCL). Ms. Poertner and Mr. Kevin Booe, Assistant Library Director, attended the GCL Board meeting on June 30, 2003, and presented their Open Access Agreement offer. There has been no response back from them. Ms. Poertner said she will attend the ACL Board meeting on July 15, 2003, and will present a flat fee offer to ACL Board members. Letters outlining details of the offers of a flat rate fee rather than the previous formula-based payment were sent to Ms. Heather Clark, Director of Garden City Library, and Ms. Mary DeWalt, Library Director of Ada Community Library.

Ms. Poertner reported that, as anticipated, none of the library's four Budget Balancing Alternatives requests for enhanced staffing were approved by Council.

X. NEW BUSINESS

Discussion of the U.S. Supreme Court Ruling on Children's Internet Protection Act and implications for Boise Public Library

On June 23, 2003, the U.S. Supreme Court upheld the Children's Internet Protection Act (CIPA) requiring that public libraries install Internet filtering software on all public and staff use Internet access PCs if they are to receive certain types of federal funds. Ms. Poertner presented the latest update from American Library Association's CIPA web site. Ms. Poertner stressed that the ruling impacts those libraries using federal funds for payments to Internet Service Providers, internal Internet access connections and/or purchases of technology hardware. Boise Public Library does not use federal funds for operating costs, but does receive a limited amount of federal grant monies. Boise Public Library now offers patrons filtered, unfiltered, or no Internet access by individual choice. Discussion followed on how the U.S. Supreme Court ruling will affect Boise Public Library. Mr. Stevens and Mr. Wickham responded to Library Board members on technology and legal questions. Mr. Stevens informed the Board members that technologically it is very difficult to "switch" between filtered and unfiltered access as the Supreme Court has suggested is easily possible. Library Board members postponed a decision on the issue of changing the present Internet filtering choice options until information on the dollar amount of federal funds the library receives can be reviewed. Ms. Poertner will have these figures compiled and have them available at the August 6, 2003 Library Board meeting.

Discussion of a proposed Resolution to the Boise City Council opposing elements of the USA PATRIOT Act from a coalition of citizen groups and implications for Boise Public Library

Ms. Poertner provided a letter from Ms. Durand, Legislative Counsel, and Mr. Van Valkenburgh, Executive Director, of American Civil Liberties Union of Idaho and news articles on the United and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism (USA PATRIOT) Act. The proposed Resolution to the Boise City Council has two stipulations that impact Boise Public Library. Mr. Van Valkenburgh stated that the Resolution is in draft form and has not been introduced to Boise City Council. Mr. Blurton, Mr. Van Valkenburgh and Ms. Durand expressed their concerns of how to inform citizens that their privacy rights are changing. On January 8, 2003, the Library Board passed the Ephemeral Records Policy as a response to the challenges of maintaining patron privacy posed by the USA PATRIOT Act. This establishes by policy that the library regularly destroys ephemeral business records on an established schedule. Ms. White and Ms. Rae informed Library Board members of the procedures that circulation staff members use in retaining and purging paper and electronic patron records. Mr. Stevens emphasized that once information is entered in a computer system or by internet use, even if it is deleted, it is still retrievable with existing technology. Discussion followed.

Review of proposed Privacy Brochure for library users

The Board next discussed use of the draft "Patron Privacy" brochure, as enclosed in the Library Board packet, in place of or as a supplement to posting informational signs in prominent places in the library

about the USA PATRIOT Act provisions. All Library Board members agreed that informational signs should be posted and that the "Privacy Brochure" could be revised and used as a supplement to the informational signs. Ms. Poertner will present a redraft of the "Patron Privacy" brochure, including suggestions that were discussed, and present a draft version of an informational sign concerning the USA PATRIOT Act provisions for the Library Board's review at the August 6, 2003 Board meeting.

XI. FOUNDATION REPORT

Ms. Poertner reported that a Board of Directors meeting of the Boise Public Library Foundation is scheduled for July 23, 2003.

XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Mr. Balukoff is the next Trustee in rotation to review vouchers.

XIII. SELECTION OF MEETING DATE

The next regular meeting of the Board of Trustees is scheduled for 11:30 on Wednesday, August 6, 2003, in the Marion Bingham Room at the library.

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

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

Ms. Hansen, Ms. Kreimeyer, Ms. Price, Ms. White, Mr. Stevens, Ms. Rae, Ms. Reed, Ms. Rendler, Mr. Parry, Mr. Pullin, Ms. Durand, Mr. Van Valkenburgh, Mr. McMinn, Mr. Blurton, Mr. Thomas, Mr. Mussler-Wright, Ms. Hightower and Ms. Ugrin left the meeting.

The Board recessed to an Executive Session at 12:50 p.m. regarding land acquisition.

Ms. Lowder moved and Mr. Balukoff seconded that the meeting go into Regular Session. All in favor, none opposed. The Board reconvened in Regular Session at 1:14 p.m.

XV. ADJOURNMENT

There being no further business to come before the Board, Ms. Bounds adjourned the meeting at 1:15 p.m.

APPROVED

Marilyn Poertner
Library Director

Carol Bounds
President, Board of Trustees