**BOISE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**Minutes of the Special Board Meeting**
**February 10, 2004**

The Boise Public Library Board of Trustees met for a Special meeting at 3:30 p.m. on Tuesday, February 10, 2004, in the Administration Conference Room of the library.

**BOARD MEMBERS PRESENT:**

Ms. Carol Bounds, President; Mr. A.J. Balukoff, Vice President; Ms. Martie Brennan; Ms. Julie Cheever; Mr. Jim Thompson; and Mr. Andrew Stokes.

**OTHERS PRESENT:**

Jim Wickham, Boise City Legal Department; Troy Swanstrom, Boise City Human Resources Advisor; Kevin Booe, Assistant Library Director; and Linda Ugrin, Senior Secretary.

**CALL TO ORDER:**

Ms. Bounds called the meeting to order at 3:33 p.m.

**I. EXECUTIVE SESSION: PERSONNEL MATTERS [IDAHO STATE CODE 67-2345 (1)(a)]**

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

Ms. Ugrin left the meeting.

The Board recessed to Executive Session at 3:34 p.m. regarding personnel issues.

Mr. Thompson arrived at the meeting at 3:50 p.m.

Mr. Booe left the meeting at 3:56 p.m.

At 4:35 p.m. the Board recessed until Wednesday, February 11, 2004.

The Board reconvened Wednesday, February 11, 2004, at 3:30 p.m. in the Marion Bingham Room.

Ms. Cheever participated at the meeting via speaker telephone.

Mr. Balukoff moved and Ms. Brennan seconded that the meeting go into Regular Session. All in favor, none opposed. The Board reconvened in Regular Session at 3:42 p.m.

Ms. Bounds moved and Ms. Brennan seconded to extend an offer to Mr. Stephen Cottrell for the position of Library Director for Boise Public Library. All in favor, none opposed.

Discussion followed on the course of action to be taken for announcing the Library Board's decision for the new Library Director. The Library Board agreed by consensus that Mr. Swanstrom will draft a letter to Mr. Cottrell to extend a formal offer for the Library Director position; Mr. Booe will be offered the position of Interim Library Director until Mr. Cottrell will be available, if he accepts the offer; Ms. Bounds will contact Boise City Mayor David Bieter and Boise City Council Liaisons Mr. Alan Shealy and Mr. David Eberle to inform them of the Board's decision; Ms. Bounds and Ms. Brennan will contact the other final Library Director candidate Ms. Vicki Kreimeyer and notify her that Mr. Cottrell was selected; Mr. Swanstrom will contact the library's Community Relations Coordinator to draft a press release announcing the Library Board's offer to Mr. Cottrell; and Ms. Bounds will send an e-mail to library staff informing them of the offer extended to Mr. Cottrell for the Library Director position.

## II. ADJOURNMENT

There being no further business to come before the Board, Ms. Bounds adjourned the meeting at 3:55 p.m.

**APPROVED**

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Carol Bounds
President, Board of Trustees