

**BOISE PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**Minutes of the Regular Board Meeting  
March 3, 2004**

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, March 3, 2004, in the Marion Bingham 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. Andrew Stokes and Mr. Jim Thompson.

**OTHERS PRESENT:**

Kevin Booe, Interim Library Director; Jim Wickham, Boise City Legal Department; Irene Hegg, Friends of the Library Representative; Vicki Kreimeyer, Adult Services Division Manager; Susannah Price, Youth Services Division Manager; and Linda Ugrin, Senior Secretary.

**CALL TO ORDER:**

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

**I. MINUTES**

Ms. Cheever moved and Mr. Balukoff seconded that the minutes of the February 4, 2004, Regular Board Meeting and the February 5, 2004, Special Board Meeting be approved. All in favor, none opposed.

Mr. Thompson moved and Ms. Cheever seconded that the minutes of the February 10, 2004, Special Board Meeting be approved. All in favor, none opposed.

**II. BILLS AND PAYROLL**

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

**III. COMMUNICATIONS**

None

**IV. CONTINUING EDUCATION**

None

**V. CONSENT ITEMS**

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

**VI. INTERIM DIRECTOR'S REPORT**

Mr. Booe noted from his written Interim Director's Report and thanked Linda Brilz, Marlene Hallauer, Gaile Lippincott and Kris McMurrey, who coordinated former Library Director Marilyn Poertner's retirement reception and the Management Team who coordinated the retirement breakfast for Ms. Poertner. He gave a special thanks to the Friends of the Boise Public Library who paid for the reception at the Esther Simplot Performing Arts Academy. Mr. Booe stated all festivities turned out very nice and everyone did a great job.

Mr. Booe reported he has had discussions and email exchanges with newly hired Library Director Stephen Cottrell. Mr. Booe informed the Library Board that he sent Mr. Cottrell copies of the Library Strategic Plan, Master Library Facility Plan,

Technology Plan, Idaho Library Laws and the library's line item budget. Mr. Cottrell attended the February 2004 Public Library Association Conference in Seattle and met with several Boise Public Library staff members who also attended the conference.

Mr. Booe updated his written Interim Director's Report that he will be meeting with Mayor Bieter on March 8, 2004, to give a 45 minute presentation of an overview of the library goals, vision, organizational structure and unfunded initiatives from the FY04/FY05 budget process. Mr. Booe said he will also be talking with the Mayor about branch libraries and funding. A printed copy of the presentation will be available at the April Library Board meeting for the Board's review.

Mr. Booe congratulated Ms. Kreimeyer who represented Boise and Lewis and Clark College at Dr. Robert Kustra's installation as president of Boise State University.

Mr. Booe reported that he and Marilyn Poertner attended the Shaul property auction on February 25, 2004. The property sold for \$790,000 and the second bid came in for \$780,000. Proceeds from the Shaul property auction in the amount of \$680,000 and \$100,000 each from Friends of the Boise Public Library, Inc. and Boise Public Library Foundation, Inc. will all go towards the purchase of the Bown Crossing property as the future site of the southeast library branch. Mr. Booe reported that the Bown Crossing site development for the residential areas has begun.

## **VII. REPORTS FROM DIVISION MANAGERS**

Ms. Kreimeyer and Ms. Price updated Library Board attendees on current activities in the divisions each represent.

Ms. Kreimeyer reported she will represent the Idaho Library Association on May 3-4, 2004, in Washington, D.C. speaking with our congressional delegation on library issues.

Mr. Booe reported he did an interview with Channel 7 on the Music CD Antitrust Settlement. The library received a letter dated February 25, 2004, from Idaho's Office of the Attorney General informing library administration that the Boise Public Library will receive 3,944 music CDs from the settlement as early as mid May 2004 for patrons to check out.

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

Ms. Hegg updated the Library Board members on the Friends Spring Book Sale scheduled April 2-4, 2004.

Ms. Hegg reported in January 2004 the Friends ongoing used book sale under the first floor staircase had \$850 in sales and the Friends Bookstore is continuing to average \$100 a day in used book sales.

## **IX. OLD BUSINESS**

None

## **X. NEW BUSINESS**

### Discussion concerning the criteria for inclusion on the Donor Wall

Mr. Booe informed the Library Board members that the Boise Public Library Foundation approved the expenditures for the repair of the old Donor Wall and redesign and installation of the new Donor Wall that will be relocated on the stairwell wall between first and second floor. Included in the Library Board packet was a draft drawing of the location and placement of the Donor Wall plaques. Mr. Booe asked the Library Board members to begin thinking of donor criteria to be established for the Donor Wall. Discussion followed. The Library Board agreed by consensus to continue the discussion at the April 7, 2004, Library Board meeting. Mr. Booe will investigate similar criteria at peer libraries in relation to levels of giving and report back to the Library Board.

### Consideration of a proposed billboard lease located on the Shaver's warehouse property

Mr. Booe reported that Mr. Dennis Shaver presented a letter to Marilyn Poertner included in the Library Board packet from Mr. DaWuan Miller of Lamar Outdoor Advertising to Boise Wholesale Dry Goods Co. requesting renewal of their billboard lease agreement located on the former Shaver's warehouse property now owned by the City of Boise. The lease proposal was for ten years for \$1,000 per year. Mr. Miller was unaware that the property had been sold to the City of Boise. Ms.

Poertner contacted City Council liaisons, Mr. Dave Eberle and Mr. Alan Shealy for feedback regarding a potential lease agreement between Lamar and the City of Boise. Mr. Booe requested instruction from the Library Board to approve or reject a proposed lease agreement with Lamar Advertising. Discussion followed. The Library Board agreed by consensus to reject the proposed lease agreement due to the low amount of revenue it would generate and in keeping with the efforts to reduce large signs in the Capitol Boulevard area. Mr. Booe will contact Mr. Miller to inform him of the Library Board's decision and to establish a timeline for removal of the billboard.

**XI. FOUNDATION REPORT**

None

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

Mr. Thompson 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 April 7, 2004, at 11:30 a.m. in the Marion Bingham Room at the library.

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

Mr. Balukoff 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; Mr. Thompson, yes; Ms. Bounds, yes.

Ms. Price, Ms. Kreimeyer, Ms. Hegg, and Ms. Ugrin left the meeting.

The Board recessed to an Executive Session at 12:01 p.m. regarding personnel issues.

Mr. Balukoff moved and Ms. Cheever seconded that the meeting go into Regular Session. All in favor, none opposed. The Board reconvened in Regular Session at 12:27 p.m.

Mr. Balukoff moved and Mr. Thompson seconded that Mr. Kevin Booe be appointed Interim Library Director effective March 1, 2004, until Mr. Stephen Cottrell assumes the duties as Library Director in May 2004, and Mr. Booe will return to his position as Assistant Library Director at the pay grade and salary he was receiving on February 29, 2004, after fulfilling the role of Interim Library Director. Mr. Booe will receive additional compensation as Interim Library Director pending Boise City Council approval. All in favor, none opposed.

**XV. ADJOURNMENT**

There being no further business to come before the Board, Ms. Bounds adjourned the meeting at 12:30 p.m.

**APPROVED**

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Kevin Booe  
Interim Library Director

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Carol Bounds  
President, Board of Trustees