

**BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes of the Regular Board Meeting
August 4, 2004**

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, August 4, 2004, in the Marion Bingham Conference Room of the Library.

BOARD MEMBERS PRESENT:

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

OTHERS PRESENT:

Steve Cottrell, Library Director; Jim Wickham, Boise City Legal Department; Marge Ewing, Friends of the Library Representative; Vicki Kreimeyer, Adult Services Division Manager; Laurel White, I.T. and Circulation Services Division Manager; Denise McNeley, Administrative Assistant; Susannah Price, Youth Services Division Manager; Joanne Hinkel, Community Relations Coordinator; Chrisanne Brown, Acquisitions and Technical Services Librarian/Assistant Supervisor; Thomas W. Wilson, Chairman of the Board of Directors of Ada Community Library; Mary DeWalt, Ada Community Library Director; Terri Wear, Ada Community Library Assistant Director; Mike Hall, Capital City Development Corporation; and Linda Ugrin, Senior Secretary.

CALL TO ORDER:

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

Ms. Bounds welcomed the guests and each introduced themselves to the Library Board members.

I. MINUTES

Ms. Cheever moved and Mr. Thompson seconded that the minutes of the July 14, 2004, Special Board Meeting be approved. All in favor, none opposed.

Mr. Balukoff arrived at the meeting at 11:33 a.m.

II. BILLS AND PAYROLL

Ms. Cheever moved and Mr. Thompson 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. DIRECTOR'S REPORT

Mr. Cottrell asked if there were any questions on his written Director's Report that was included in the August 4, 2004, Library Board packet. There were none.

Mr. Cottrell called attention to the registration and agenda information for the Idaho Library Association (ILA) Fall Conference included in the Board packet. The conference is October 6-8, 2004, in Boise. Mr. Cottrell stated that this will be his first ILA conference and he is looking forward to attending it. He invited Board members to attend a Trustee Division meeting and workshops scheduled for Friday, October 8, 2004.

Mr. Cottrell reported he, Ms. Bounds and Mr. Balukoff met with Mr. Jim Stamey, President of the Boise Public Library Foundation Board, Marge Ewing, President of Friends of the Boise Public Library and Bonnie Longstreth, Friends Gifts and Book Sale Chairperson, to discuss the branch library projects. This meeting was more an organizational meeting and the beginning of many meetings this fall in organizing a proposal for the branch projects to be presented to Boise City Council. The Foundation Board will be meeting sometime in the next few weeks to begin discussing fund raising for the branches. The Friends are continuing to raise funds daily for the branch projects and have received a lot of support from the community.

VII. REPORTS FROM DIVISION MANAGERS

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

Ms. White announced that the American Library Association designated September to be Library Card Sign Up month.

Ms. Kreimeyer invited the Library Board members to the Cultural Triathlon Celebration awards party Saturday, August 7, 2004, at the Idaho Anne Frank Human Rights Memorial. She stated Mayor Bieter would also be attending.

Ms. Brown gave an update to the Board members on the Music CD Antitrust Settlement. A variety of approximately 3,600 music CDs were received from the settlement. The list value is approximately \$51,000. Ms. Brown explained the process of adding the CDs to the Library collection.

Ms. Hinkel spoke about Library events being planned for September. A Back to School Sunday event is being planned to help celebrate Library Card Sign Up month. September is also the 10th anniversary of the current bookmobile bus. More details will be announced later.

VIII. FRIENDS OF THE LIBRARY REPORT

Ms. Ewing reported that the Fall at the Mall Book Sale scheduled for September 24-26, 2004, at Boise Towne Square mall will be located at the main entrance.

IX. OLD BUSINESS

None

X. NEW BUSINESS

Request from Ada County Free Library District Board of Trustees to renegotiate the flat fee payment for FY05 per Article III, Number 2 of the Open Access Agreement dated October 28, 2003

Ms. DeWitt read an open letter from Ada Community Library (ACL) addressed to Boise Public Library and the City of Boise regarding the Open Access Agreement dated October 28, 2003, requesting annexation reimbursement for FY05. A copy of the agreement was included in the August 4, 2004, Library Board packet. A portion of Article III, Number 2 of the agreement states, "If the City of Boise undertakes a major annexation in the Area of Impact during the FY04-FY05 budget cycle with a resulting negative impact on existing property tax revenues to the ACL during this contract period, the Ada Community Library Board of Trustees may elect to

request a re-negotiation of the flat fee payment for FY05 or may cancel the agreement for the FY05 budget year.” An annexation in 2003 resulted in a loss to the Ada County District of approximately \$106,000. Ms. DeWitt and Mr. Wilson answered the Board’s questions and discussion followed. The Library Board agreed by consensus to accept ACL’s request to reopen the Open Access Agreement and refer the request to the City of Boise.

Presentation by Mike Hall, Senior Planner, Capital City Development Corporation, regarding proposal to add property on which the Library is located to the River Street – Myrtle Street Urban Renewal District

Mr. Hall gave a brief background of the Capital City Development Corporation (CCDC) and its mission to support a healthy, vibrant downtown for Boise citizens. The possibility of a proposal to add the property on which the Library is located, the former Shaver’s warehouse property, Log Cabin Literary Center and the Idaho Anne Frank Human Rights Memorial will be presented to Boise City Council on October 12, 2004. Mr. Hall explained CCDC’s process of acquiring properties for part of an urban renewal plan (River Street -Myrtle Street district) and the possible benefits to the Library if this proposal is passed. Mr. Hall stated that now is the time for the Library Board to take the opportunity and make their comments to City Council. Board discussion followed on the advantages and disadvantages of this proposal. Mr. Hall thanked the Board members for their attention and departed the meeting.

Proposed FY05 1% Budget Holdback reductions (information to be provided at meeting)

During the June 28-29, 2004, Budget Workshops, City Council approved a General Fund 1% Holdback reduction for all city departments. The Library’s 1% Holdback goal is \$48,000. With advice taken from staff, Mr. Cottrell presented to Library Board members a list of the following proposed line items: software \$5,000 (IT); Internet \$1,000 (IT); system maintenance - Dynix \$15,000 (IT); postage \$15,000 (Circ); special department supplies \$6,000 (all); and frame relay \$6,000 (IT). He stated these items can be interchangeable. Mr. Cottrell answered the Board’s questions.

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

Ms. Kreimeyer, Ms. White, Ms. Price, Ms. Hinkel, Ms. Brown, Ms. Ewing, Ms. DeWitt, Ms. Wear, Mr. Wilson and Ms. Ugrin left the meeting.

The Board recessed to an Executive Session at 1:10 p.m. regarding personnel matters.

Mr. Thompson moved and Mr. Balukoff seconded that the meeting go into Regular Session. All in favor, none opposed. The Board reconvened into Regular Session at 1:16 p.m.

XV. ADJOURNMENT

There being no further business to come before the Board, Ms. Bounds adjourned the meeting at 1:17 p.m.

APPROVED

Steve Cottrell
Library Director

Carol Bounds
President, Board of Trustees