

**BOISE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Minutes of the Regular Board Meeting  
December 1, 2004**

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, December 1, 2004, in the Marion Bingham Conference Room of the Library.

**BOARD MEMBERS PRESENT:**

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

**OTHERS PRESENT:**

Steve Cottrell, Library Director; Kevin Booe, Assistant Library Director; Jim Wickham, Boise City Legal Department; Kelley Fleming, Boise City Legal Department; Dorothy Marcoux, 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; Susan Grey, Boise Public Library Foundation Trustee; Brad Hem, The Idaho Statesman; and Linda Ugrin, Senior Secretary.

**CALL TO ORDER:**

Mr. Balukoff called the meeting to order at 11:30 a.m.

Mr. Wickham introduced Kelley Fleming from the Boise City Legal Department. Ms. Fleming will be the legal liaison backup for library issues.

**I. MINUTES**

Mr. Thompson moved and Ms. Brennan seconded that the minutes of the November 10, 2004, Regular Board meeting be approved. All in favor, none opposed.

**II. BILLS AND PAYROLL**

Ms. Brennan 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**

Mr. Booe stated that an item on the financial report needed clarification. An explanation was omitted from the Capital Projects line. Budgeted amounts do not include rebudgets as these were taken to City Council after the close of this reporting (November 16, 2004). They only include FY05 figures.

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

Ms. Bounds moved and Mr. Thompson seconded to approve the consent items. All in favor, none opposed.

## **VI. DIRECTOR'S REPORT**

Mr. Cottrell answered questions from his written Director's Report on the City's Strategic Business Plan. The consultants met with the Library's Management Team and on December 8th will have a similar interview with the Library Focus Group with the same set of questions. After compiling all of the information, the Strategic Plan will enter into Phase II in January 2005.

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

Ms. Marcoux reported sales at the Friends Book Store are going well.

The Library Board members were all invited to the Friends Holiday Party scheduled for December 10, 2004, 8:45 a.m. in the Hayes Memorial Auditorium.

## **VIII. FOUNDATION REPORT**

None

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

There were no questions on the written reports from the division managers included in the December Library Board packet.

Ms. Kreimeyer reported she and Mr. Booe are organizing a reception for the Boise city legislators scheduled for December 14, 2004. The reception will be a working "show and tell" of the Library and give the legislators an overview of the Library's statistics. Library Board members were encouraged to attend.

Mr. Booe noted that the Dinner and a Book program on November 17, 2004, was a success. Mr. Booe shared some positive and appreciative comments received back from attendees.

Ms. McNeley updated the Board on the painting "Welcome Home" by Elizabeth Wolf which was donated to the City. The painting is in memory of Angela Jewett Abdullah. At the October 6, 2004, Library Board meeting the Board voted to display the painting in the Library's front lobby and/or the William F. Hayes Auditorium. Currently the painting has been hanging in the auditorium. The Boise City Art Commission has requested the library delay hanging the painting in the front lobby until an official presentation can be organized and a member of Ms. Abdullah's family can be present.

Mr. Booe reported the Library received a letter from Fundsy approving the Friends of the Boise Public Library's application as a recipient of the FUNDSY 2006 auction. Each recipient will receive \$10,000. The funds received are designated to the branch library projects. We will be receiving more information from Fundsy.

## **X. OLD BUSINESS**

### Discussion of Timeline for Branch Libraries and Funding for Branch Operations

Mr. Cottrell recalled at the November 10, 2004, Library Board meeting that Jade Riley from the Mayor's office discussed with the Board the necessity of postponing a decision on a bond election date for branch libraries until after the City's strategic planning process is completed and a business plan is established. Mr. Riley reiterated the support for branch libraries is still a high priority.

After Mr. Riley had left the meeting, the Board and staff discussed the possibility of leasing store front buildings for temporary branch library service until a bond issue can be put before the public. The Library Board instructed Mr. Cottrell to explore the possibility of temporary store front branches with the City Council liaisons. At the

time the \$1.4 million that has appeared in the budget as operating funds for new branches was still in the budget as a projected expenditure beginning in FY06.

Mr. Cottrell reported that after the November 10, 2004, Board meeting the budget was amended, with the projected expenditure for branch operations removed for FY06 and FY07, but reappearing in FY08.

Mr. Balukoff reported that he had contacted the City Council Library Liaisons, Mr. Alan Shealy and Mr. David Eberle, and a staff member from the Mayor's office to attend the December 1, 2004, Library Board meeting to discuss the implications of the budget changes as they related to branch libraries. Due to previous commitments, Mr. Shealy, Mr. Eberle and a staff member from the Mayor's office were unable to attend.

The Library Board agreed by consensus to call a Special Library Board meeting within the next few weeks for the opportunity of meeting with the Library liaisons to discuss these issues.

Discussion of Open Access Agreement with Ada Community Library for FY06-FY07

Mr. Cottrell informed the Library Board that the Open Access Agreement with Ada Community Library (ACL) will expire at the end of FY05. The Boise southwest annexation in 2005 will place ACL within Boise's city limits. A Futures Committee is in place consisting of ACL and Boise Public Library Board members and staff to discuss future agreements. Projected Annexation/Open Access payments for FY2006-2007 budget figures were presented to the Library Board and reviewed. Discussion followed on possible future relationships and negotiations with ACL. Mr. Cottrell and Mr. Booe will gather information on ACL operating costs and report the information back to the Library Board.

**XI. NEW BUSINESS**

None

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

Ms. Cheever 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 January 5, 2005, at 11:30 a.m. in the Marion Bingham Room at the Library.

**XIV. ADJOURNMENT**

Ms. Bounds moved and Mr. Thompson seconded to adjourn the meeting. All in favor, none opposed. Mr. Balukoff wished everyone Happy Holidays and adjourned the meeting at 12:20 p.m.

**APPROVED**

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Steve Cottrell  
Library Director

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A. J. Balukoff  
President, Board of Trustees