

**BOISE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**Minutes of the Regular Board Meeting**  
**January 3, 2007**

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, January 3, 2007, in the Marion Bingham Conference Room of the Library.

**BOARD MEMBERS PRESENT:**

Mr. Jim Thompson, President; Ms. Martie Brennan, Vice President; and Ms. Julie Cheever, Trustee.

**OTHERS PRESENT:**

Kevin Booe, Interim Library Director; Jim Wickham, Boise City Legal Department; Dorothy Marcoux, Friends of the Library Representative; Vicki Kreimeyer, Adult Services Division Manager; Laurel White, Circulation and Information Technology Division Manager; Joanne Hinkel, Public Relations Coordinator; Denise McNeley, Administrative Assistant; Linda Brilz, Youth Services Librarian; and Linda Ugrin, Administration Senior Secretary.

**CALL TO ORDER:**

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

**I. MINUTES**

Ms. Cheever moved and Ms. Brennan seconded that the minutes of the December 13, 2006, regular 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**

Email from Richard Kalbus Regarding Library Hours

Included in the January Board packet was an email from Mr. Richard Kalbus to the Library Board requesting additional weekend service hours, and Ms. Hinkel's response to Mr. Kalbus explaining that adding hours impacts the budget and additional hours would need to move through the City's budget process.

Mr. Booe stated that this issue does come up occasionally. He suggested that during the next budget process an alternative be prepared that addresses expanded library hours.

**IV. CONTINUING EDUCATION**

None

## **V. CONSENT ITEMS**

The consent items were reviewed by the Board. Ms. Cheever moved and Ms. Brennan seconded to approve the consent items through November 30, 2006. All in favor, none opposed.

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

Mr. Booe added from his written Interim Director's Report that the year-end quarterly report and the Mayor's capital project recommendations were approved at the December 19 City Council meeting.

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

Ms. Marcoux reported on the business of the Friends of Boise Public Library.

The Friends committed an initial \$50,000 to the library to purchase SmartCard software. This technology will allow patrons to pay fees and fines with library cards.

Approximately \$200,000 has been raised for the collections of the future branch libraries. Mr. Booe added that the Friends have approximately \$600,000 in total assets.

The Friends are in the process of recruiting for a volunteer to hold the office of treasurer. The current treasurer is resigning.

## **VIII. FOUNDATION REPORT**

Mr. Booe reported that the Boise Public Library Foundation Board of Directors met December 19, 2006, and took the following action:

- Approved the transfer of funds from a money market account to a certificate of deposit that earns a higher rate of interest;
- Approved disbursement of \$30,000 of interest-earned income from the Mary Clara Allison Trust to the library's Gift Fund for the library collection budget;
- Directed Mr. Booe to investigate investment and endowment fund opportunities with the Idaho Community Foundation.

A Foundation Board meeting will be scheduled for sometime in January to review a list of names that is being compiled as possible candidates for the Foundation Board.

## **IX. MANAGERS' DIVISION REPORTS**

Division managers submitted their written reports in the January Library Board packet.

Ms. Brilz updated the Board on Youth Service's current programs. She highlighted the Miss Molly the Basset Hound and Toby the Border Collie therapy dog program. She explained that children who are beginning readers get the opportunity to read to therapy dogs. The "Qwest Hat Trick" winter reading program, in partnership with the Idaho Steelheads, continues January-February.

Ms. Brilz reported that she and Youth Services Division Manager Susannah Price attended a meeting led by Matt McCarter, Healthy Community Healthy Youth Coordinator, who discussed the results of a grant funded survey that was sent out to several junior and senior high schools in Boise and Meridian. One of the results from the survey was that the percentage of teens who read for recreation was low. This is an area the team will be working to improve.

Ms. Kreimeyer reported that the library is partnering with United Water, University of Idaho Extension and Boise City Public Works by presenting seven free landscaping classes at the library's Hayes Auditorium in January and February. Attendance averages over 100 attendees for each class.

## **X. OLD BUSINESS**

### Master Library Facility Plan Update—Progress Report and Discussion

Mr. Booe gave an update on the proposed branch projects. A copy of the public comments received to-date regarding the branch library proposal was submitted to the Mayor's office last week. There is a possibility there will not be a second phase of public comments as originally planned. The feedback being received is still primarily positive.

City Engineer Rob Bousfield, who is the branch project manager, prepared a draft timeline in a graph form for construction of the storefront branches.

Requested letters of interest were sent to four of the City's on-call architect engineering firms. Mr. Booe explained that a request for proposal is not required since these firms are on the City's on-call list, and since the projects will not require full-scale design processes. Trout Architects was selected for designing the storefront branches, in part due to Steve Trout's involvement with the library's branch planning process over the last few years.

Mr. Wickham is investigating lease contracts for the storefront owners to construct the storefront branches to the library's specifications. The City would then reimburse the owners in one lump sum or in payments over a one-year period. The library's contracted architect would design the interior of the branches and prepare documentation for the owner and contractors.

Over the next few weeks, library staff will continue to meet with Neighborhood Associations for their comments at the following meetings:

January 8, 2007	Hillcrest Neighborhood Association
January 11, 2007	Depot Bench Neighborhood Association

A summary presentation of the public comment phase for the proposed branch projects will be presented to City Council at the end of January, and a request made for a public hearing in February to consider approval for funding two storefront branches.

Mr. Booe related that if legal issues go well, the storefront branches could open by July 2007.

**XI. NEW BUSINESS**

None

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

Ms. Cheever was selected to be the next Trustee to review vouchers.

**XIII. SELECTION OF MEETING DATE**

Mr. Thompson, Ms. Brennan and possibly Ms. Cheever, stated that they will be unable to attend the next regularly scheduled Board meeting on February 7, leaving only two voting Trustee members, which would not meet a quorum.

Ms. Brennan moved and Ms. Cheever seconded to move the meeting date to Wednesday, February 14, 2007, at 11:30 a.m. in the Marion Bingham Room at the Library. All in favor, none opposed.

**XIV. EXECUTIVE SESSION**

Ms. Brennan moved that under provisions of Idaho Code 67-2345 (1) (a) and (c) 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: Ms. Brennan, yes; Ms. Cheever, yes; Mr. Thompson, yes.

Ms. McNeley, Ms. Hinkel, Ms. Kreimeyer, Ms. Brilz, Ms. White, Ms. Marcoux and Ms. Ugrin left the meeting.

The Board recessed to an Executive Session at 11:58 a.m. regarding personnel issues and land acquisition.

Ms. Cheever moved and Ms. Brennan seconded that the meeting go into Regular Session. All in favor, none opposed. The Board reconvened in Regular Session at 12:30 p.m.

**XV. ADJOURNMENT**

Ms. Brennan moved and Ms. Cheever seconded to adjourn the meeting. All in favor, none opposed. There being no further business, Mr. Thompson adjourned the meeting at 12:35 p.m.

**APPROVED**

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Kevin Wayne Booe  
Interim Library Director

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Jim Thompson  
President, Board of Trustees