

**BOISE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
Minutes of the Regular Board Meeting  
February 6, 2008

The Boise Public Library Board of Trustees met for its Regular Board meeting at 11:30 a.m. on Wednesday, February 6, 2008, in the William F. Hayes Memorial Auditorium at Boise Public Library.

**BOARD MEMBERS PRESENT:**

Jim Thompson, President; Denise Baird, Trustee; Marc Johnson, Trustee; Deidre Nelms, Youth Trustee; and Matthew Uhlman, Youth Trustee.

**OTHERS PRESENT:**

Maryanne Jordan, Boise City Council; Kevin Booe, Library Director; William Nation, Main Library/Public Services Manager; Jim Wickham, Boise City Legal Department; Marge Ewing, Friends of the Library Representative; Vicki Kreimeyer, Adult Services Division Manager; Susannah Price, Youth Services Division Manager; Joanne Hinkel, Community Relations Coordinator; Laurel White, Systems Manager; Chrisanne Brown, Acquisitions and Technical Services Division Manager; Jillian Subach, Collister Branch Supervisor; Diane Broom, Hillcrest Branch Supervisor; and Linda Ugrin, Administration Senior Secretary.

**CALL TO ORDER:**

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

Roll Call: Baird, present; Balukoff, absent; Brennan, absent; Johnson, present; Thompson, present; and Youth Members Nelms, absent; Uhlmann, present.

Mr. Booe requested a change in the agenda order. After the approval of the minutes, follow with agenda item Old Business: Towne Square Library Closure.

**I. MINUTES**

Mr. Booe noted a correction to the January 9, 2008, minutes. At the bottom of page 3, Administration and Manger Division Reports, strike "Williams" and "Mr. Williams", and replace with "Nation," and "Mr. Nation."

Mr. Johnson moved and Ms. Baird seconded that the January 9, 2008, Regular Board meeting minutes be approved as presented with noted correction. All in favor, motion carried.

**II. OLD BUSINESS**

Towne Square Library Closure

Mr. Booe requested the Library Board's approval to move forward with the closure of Towne Square Library, effective March 1, 2008. The library will vacate the premises

effective March 15, 2008. General Growth Properties, Inc. has agreed to waive the January, February and March 2008 common area fees.

A copy of the press release for the branch closure, that will be issued after approval from the Board members, was presented and an information copy of talking points. This information will also be shared with City Council and the Mayor's office.

The furniture and equipment will be stored in the library warehouse. Plans for the storage of the kiosk are undetermined at this point and may be sent to city surplus.

(At 11:37 a.m., Ms. Nelms arrived at the meeting.)

Ms. Kreimeyer added that the Senior Share program has been successful and plans are to transition the program to the Hillcrest branch when it opens.

Mr. Johnson moved and Ms. Baird seconded that library staff move forward with the closure of Towne Square Library branch, effective March 1, 2008. All in favor, motion carried.

### **III. BILLS AND PAYROLL**

Mr. Johnson moved and Ms. Baird seconded that all bills and payroll be approved, as presented. All in favor, motion carried.

### **IV. COMMUNICATIONS**

#### Idaho Library Association Legislative Report

Ms. Subach, co-chair for the Idaho Library Association Legislative Committee, gave an overview of the committee's activities and information about the many programs under the Read to Me umbrella. Ms. Subach met with legislators to discuss the budget request for the Read to Me program, of \$335,500 for fiscal year 2009.

Ms. Kreimeyer is organizing an informal reception for the Idaho State Legislators in the Boise area to meet and update them on current library activities. The reception will be held in the Marion Bingham Memorial Room at Boise Public Library on February 20, 5:00-7:00 p.m. Library Board members are invited to attend.

### **V. CONTINUING EDUCATION**

#### Report Overview: Perceptions of Idaho's Digital Natives on Public Libraries

Ms. Kreimeyer summarized the findings of the *Perceptions of Idaho's Digital Natives on Public Libraries* and linked with the National Endowment for the Arts report, *To Read or Not to Read*. Data was compiled giving a comprehensive overview that Americans reading for pleasure is on a downward trend.

Idaho Commission for Libraries contracted Corona Research to do a study in Idaho to identify the themes and trends of Idaho's digital natives (ages 12-25). The study gave insight on how to address and make public libraries more attractive and to counter the downward trend of reading for pleasure.

## **VI. CONSENT ITEMS**

The consent items were reviewed by the Board members. Mr. Johnson moved and Ms. Baird seconded to approve the consent items through December 31, 2007. All in favor, motion carried.

## **VII. DIRECTOR'S REPORT**

Mr. Booe highlighted the following item from his written Director's Report that was included in the February Board meeting packet.

On January 29, 2008, City Council approved the Ada Community Library annexation payment agreement.

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

Ms. Ewing drew attention to the volunteer workers who contribute to the success of the Friends book sales and book store. The book store is open over 50 hours a week. It takes 20-25 volunteers per week to fill a 50-hour week shift, with an additional number of volunteers working on the fourth floor to organize the massive volume of donated books for the sales. She emphasized that there is a lot of hard work behind the scenes.

## **IX. FOUNDATION REPORT**

Mr. Booe distributed to the Board members the Library Foundation financial report as of January 31, 2008, and a gift report from January 1, 2008, to February 5, 2008.

Carlton & Company will be meeting at the end of February with Mayor Bieter and City Council library liaisons to update them on the fundraising feasibility study conducted last summer for a new main library facility. Mr. Booe will be arranging for a meeting later that day with the Foundation Board of Directors to meet with Mr. Carlton.

Progress is being made on the recruitment of new Foundation members.

## **X. ADMINISTRATION AND MANAGER DIVISION REPORTS**

Library staff added the following items from their written reports in the administration and management report section included in the February Board packet.

### **BROWN:**

Over 11,500 items have been processed and transported to the Collister branch site.

**NATION:**

On the first two Saturdays in January 2008, a record count of over 5,500 patrons per Saturday visited Boise Public. The average daily attendance is 3,200.

Circulation staffing levels have temporarily decreased due to transfers to the Collister and Hillcrest branches. This has created heavier workloads for the Circulation staff, but the hiring process is underway.

There will be no staff layoffs when Towne Square Library branch closes. Staff will become Main Library "floating staff" permanently assigned to Mr. Nation and will be sent out as needed to the divisions and branches. In 2009, they may be absorbed into the West Boise branch.

**XI. OLD BUSINESS (continued)**

Collister and Hillcrest Tenant Improvement Progress Report

Mr. Booe reviewed a branch project update memo included in the supporting document section of the Library Board meeting packet from project manager Rob Bousfield.

**Collister Branch:**

- Punch list items have been addressed
- Awaiting for the arrival of the last shipment of furniture
- Library signage will be installed after the building's facade and parking area improvements have been completed
- Preview night is February 6
- Soft opening is February 14
- Grand opening is February 20

**Hillcrest Branch:**

- Punch list items will be reviewed with the contractor on February 11
- Contractor is dealing with the issue of the roof leaking
- A 4-6 week delay for the conference room glass walls to arrive

West Boise Neighborhood Library Project Report

Mr. Booe reported that the West Boise library branch design review has been completed. Building permits will be submitted around March 3. Cross-access and cross-parking agreements are being negotiated. Ms. McNeley, Mr. Bousfield, and Mr. Booe will travel to Portland, Oregon the week of March 10 to examine furniture samples.

**XII. NEW BUSINESS**

None

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

Mr. Balukoff was selected to be the next Trustee to review vouchers in the month of February.

**XIV. SELECTION OF MEETING DATE**

The next regular meeting of the Board of Trustees is scheduled for 11:30 a.m., Wednesday, March 5, 2008, in the William F. Hayes Memorial Auditorium at Boise Public Library.

**XV. ADJOURNMENT**

Mr. Johnson moved and Ms. Baird seconded to adjourn the meeting. There being no further business, Mr. Thompson adjourned the meeting at 12:40 p.m.

**APPROVED**

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Kevin Wayne Booe  
Library Director

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Jim Thompson  
President, Board of Trustees