

**BOISE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
Minutes of the Regular Board Meeting  
May 7, 2008

The Boise Public Library Board of Trustees met for its Regular Board meeting at 11:30 a.m. on Wednesday, May 7, 2008, in the William F. Hayes Memorial Auditorium at the Main Library.

**BOARD MEMBERS PRESENT:**

Martie Brennan, Vice President; Denise Baird, Trustee; A. J. Balukoff, Trustee; Marc Johnson, Trustee; and Deidre Nelms, Youth Trustee.

**OTHERS PRESENT:**

Maryanne Jordan, Boise City Council Member; Kevin Booe, Library Director; William Nation, Main Library/Public Services Manager; Pat Riceci, Boise City Legal Department; Bill Mattox, Friends of the Library Representative; Vicki Kreimeyer, Adult Services Division Manager; Susannah Price, Youth Services Division Manager; Joanne Hinkel, Community Relations Coordinator; Chrisanne Brown, Acquisitions and Technical Services Division Manager; Jillian Subach, Collister Branch Supervisor; Vicki Rae, Circulation Division Manager; Diane Broom, Hillcrest Branch Supervisor; Denise McNeley, Administrative Assistant; Laurel White, Systems Manager; Rob Bousfield, Boise City Engineer; Karen Bubb, Arts and History Interim Director; Martin Santoyo, Matter Architecture; and Linda Ugrin, Administration Senior Secretary.

**CALL TO ORDER:**

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

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

Mr. Johnson arrived at the meeting at 11:35 a.m.

**I. MINUTES**

Mr. Balukoff moved and Ms. Baird seconded that the April 2, 2008, Regular Board meeting minutes be approved as presented. All in favor, motion carried.

**II. BILLS AND PAYROLL**

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

**III. CONSENT ITEMS**

The consent items were reviewed by the Board members. Mr. Balukoff moved and Ms. Baird seconded to approve the consent items through March 31, 2008. All in favor, motion carried.

#### IV. DIRECTOR'S REPORT

Mr. Booe highlighted and added the following items to his written Director's Report.

Acknowledgement was given to Foerstel Design for receiving the Citation of Excellence award from the Idaho Advertising Federation for the new library card design. Since the launch of the new card, over 5,000 new card accounts have been opened. Mr. Booe recognized the Friends of Boise Public Library for funding the project.

On May 2, vandalism was reported at the office building located in the south end of the library's staff parking area being rented by the Idaho Human Rights Education Center. Vandals put a garden hose through the door mail slot and flooded the entire building. There was extensive water damage, but no estimate of the value of damage has been determined yet. The police believe this was not a "hate crime." Later it was discovered that the same vandalism occurred to the commercial frame shop located at the north end of the parking area. A \$2,200 reward has been posted by the Idaho Human Rights Education Center.

On May 16, Mayor Bieter, department heads and key leaders from each department will attend the first Leadership Summit. The library representatives include Mr. Booe, Mr. Nation, Ms. McNeley, Ms. Hinkel, Ms. Brown and librarians Sarah Kelley-Chase and Kathleen Squires. Approximately 100 participants are expected to attend. The Summit's goal is to provide strategic business plan information and processes. The library participants will be charged as a group to develop an internal communication plan of the City's business plan.

April statistics were reviewed indicating circulation and attendance is up over last year. This is attributed to the opening of the branch libraries. The Main Library attendance is down slightly and may be due to gate malfunctions. Mr. Balukoff noted that this information is helpful in letting the public know that library attendance and services are growing.

The Ada and Canyon County LYNX! Directors have sent invitations to Library Board Presidents and elected officials to "A Think Tank Summit on Digital Natives and Libraries" on June 11 at the Meridian Library District. Issues on the new wave of library services over the next decade will be addressed. All Library Board members are invited and will be sent a copy of the invitation.

Enclosed in the May Board packet is a copy of the library's position paper regarding the book *The Joy of Gay Sex* controversy. The decision to add the book to the collection helps maintain a balanced collection and reflects Boise's growing diverse community. At this point, Boise Public Library has not directly received any feedback from the public. The Nampa Public Library Board of Trustees will be reviewing this issue again next week. The City Council and Library Board members have given Mr. Booe their support on the decision to add the book to the collection.

Ms. Nelms arrived at the meeting at 11:53 a.m.

Ms. Brennan presented to Ms. Nelms a certificate of appreciation for her service this year as one of the FY2008 Library Board of Trustee youth representative. Board members thanked Ms. Nelms and expressed their appreciation for her time and comments.

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

Mr. Mattox reported the Friends of Boise Public Library's spring book sale in April 2008 grossed approximately \$28,000. The used book store and the ongoing book sale located on the first floor averages approximately \$3,000 monthly.

The Friends look forward to assisting with the funding of the opening day collection of the West Boise branch.

This year there are 60 new members registered and 267 renewing memberships.

Mr. Mattox related the need for more volunteers to work at the book store and to take in used book donations.

## **VI. FOUNDATION REPORT**

Mr. Booe presented the Foundation's financial report as of March 31, 2008.

Ms. Kreimeyer gave a report on the Boise Public Library Foundation Board of Directors meeting on April 21, 2008. Earlier this year, the Board approved a new member, Celynda Roach, General Manager of CableOne. Ms. Kreimeyer is the library's project lead for phase two of the new main library project working with the consultant firm, Carlton & Company. The focus of phase two is to build up the Board's membership in preparation for a capital campaign. The Carlton & Company staff is drafting a membership document to be presented to new members giving information of the expectations involved in serving on the Foundation Board. A monthly meeting schedule was established through August. A steering committee has been formed to advise as we go forward with the strategic planning session on July 23. The participants of the strategic planning session will work to set the direction of the Foundation Board and its role in the capital campaign.

Ms. McNeley reported the 2008 May Basket fundraiser sold 44 baskets. This is down from previous years. Discussion followed on options of how to improve next year's fundraiser. Some suggestions were to designate what the funds will go towards and open the fundraiser to the public.

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

Library staff added the following items to their written division reports included in the May Board packet.

### **KREIMEYER:**

It was noted that the February Statistics indicate a 12.53 percent increase in reference and information desk questions.

**NATION:**

The Web2.0 online computer training project for library staff is continuing. Training will target staff working across locations and team projects.

Adult Summer Reading staff members have acquired some impressive gifts for this year's program.

**PRICE:**

Approximately 500 people attended the Dia de los Ninos program in late April.

**SUBACH:**

Board members were invited to attend a photo and musical program on the history and culture of Tibet on May 7 or May 14.

**BROWN:**

The West Boise opening day collection contract was awarded to Baker and Taylor and approved by City Council.

**BROOM:**

The Hillcrest branch will begin their story time programs in May.

**BOOE:**

The Boise City Arts Commission and Boise Public Library celebrated public art at the Collister and Hillcrest branch sites in March and April. Works by artists Stephanie Bacon are displayed at the Collister site and works by Bill Lewis are displayed at the Hillcrest site. Commemorative bookmarks were designed for the occasions.

## **VIII. OLD BUSINESS**

### FY09 Budget Process Update

Mr. Booe updated the Library Board on the interim budget process. The City's capital committee will prioritize capital requests that will go to the Executive Management Team for approval and then be forwarded to City Council for final approval. Library staff is requesting an additional \$50,000 to increase library marketing efforts. The funds are targeted for upgrading print materials and increasing distribution of market materials and targeting paid advertising.

Mr. Balukoff moved and Ms. Baird seconded to approve the library marketing budget enhancement request for \$50,000. All in favor, motion carried.

Mr. Booe reviewed a letter received from Eagle Public Library Director Ron Baker concerning the FY08/09 Open Access Agreement. Due to the miscoding of Eagle Public Library self-check machines during the Integrated Library System migration process, approximately 40,500 circulations were miscoded. Mr. Baker is requesting a FY09 payment of \$89,750 to Eagle Public Library. In Mr. Baker's letter, he described the calculations, giving a 10 percent break to Boise, arriving at the requested amount. Mr.

Booe stated that the library has the funds available and recommends approving the additional amount.

Ms. Baird moved and Mr. Balukoff seconded to approve payment to Eagle Public Library a budget line of \$89,750 payment in FY09 and forward to City Council for final approval of funds. All in favor, motion carried.

#### Facility Naming Discussion

The revised policy draft language recommended from discussions at the April Board meeting for a facility naming policy was included in the May Board packet for review.

After continuing discussions, Mr. Booe will make the Board's suggested changes and present the revised copy at the June Board meeting.

#### West Boise Neighborhood Library Project Report

Ms. Bubb described the art committee's selection process for commissioning an artist for the public art display at the West Boise branch library. The committee consisted of representatives from City Council, Arts and History Commission, Library Board, Library Foundation, Friends of the Library and local artists. In keeping with the theme of the facility, the recruitment was sent out nationally for interest in working with glass. Twenty-five applications were received from around the nation. Ms. Bubb reviewed the resume of the committee's recommended candidate and presented photos of the artist's works. The anticipated budget for the public art display is \$55,000. Approval of the selected artist is required from the Library Board, Art Commission, and City Council.

Mr. Johnson moved and Mr. Balukoff seconded to approve the art committee's recommendation of artist Judy Collins from Colorado for the public art display at the West Boise library branch. All in favor, motion carried.

Mr. Bousfield reported the construction bids went out April 16 and will be opened on May 12. To keep on the targeted timeline of a June ground breaking, a special Library Board meeting is requested for approval of the winning contractor bid before presenting to City Council this month. Mr. Bousfield will have a summary of the bids for the Board's review before the special Board meeting. An email will be sent to Board members to confirm a meeting date.

## **IX. NEW BUSINESS**

#### Library Policy, V. Use of the Library, Section G, Security Policy

As part of Boise Public Library's present security policy, firearms are banned in the library. A copy of the policy (V. Use of the Library, Section G, Security Policy) was included in the May packet. In March 2008, Senate Bill 1441 was passed stating no government entity can restrict a person carrying a firearm into a public facility with exceptions (i.e., courthouses, schools or jails). Minors are allowed to carry a firearm

when accompanied by an adult. A copy of Senate Bill 1441 was presented to Board Members by Mr. Riceci from the City's legal department

Mr. Johnson left the meeting at 12:55 p.m.

After discussions, Mr. Balukoff moved and Ms. Baird seconded to suspend the word "firearm" from the library's security policy until the City's legal department has further investigated the issue with the Idaho State Attorney General's office. All in favor, motion carried.

## V. USE OF THE LIBRARY

### G. SECURITY POLICY

Patrons are welcome to use the Library, its materials, equipment and facilities, in a manner and to the extent consistent with the Library's mission. Patrons whose conduct is inconsistent with the Library's mission will be encouraged to conform their behavior or asked to leave the Library.

In particular the following conduct is prohibited:

1. Possession of a weapon within the library building. "Weapon" is defined as a ~~firearm~~ or other object capable of ejecting a projectile harmful to humans, a knife, dirk or dagger having a blade three (3) inches or more in length, a snap-blade or spring-blade knife of any length, an ice pick or similar sharp object, a straight edge razor or any razor blade fitted to a handle, and any cutting, stabbing or bludgeoning weapon or device capable of inflicting bodily harm to another person.

## **X. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS**

Mr. Thompson was selected to be the next Trustee to review vouchers in the month of May.

## **XI. ELECTION OF MEETING DATE**

The next regular meeting of the Board of Trustees is scheduled for 11:30 a.m., Wednesday, June 4, 2008, in the William F. Hayes Memorial Auditorium at the Main Library.

## **XII. EXECUTIVE SESSION: [IDAHO STATE CODE 67-2345 (1)(c)] LAND ACQUISITIONS MATTERS**

Ms. Baird 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: Ms. Baird, yes; Mr. Balukoff, yes; Mr. Johnson, absent; Mr. Thompson, absent; and Ms. Brennan, yes.

Mr. Nation, Ms. Hinkel, Ms. McNeley, Ms. Kreimeyer, Ms. Price, Ms. Rae, Ms. Brown, Ms. White, Ms. Subach, Ms. Broom, Mr. Mattox, Ms. Bubb and Ms. Ugrin left the meeting.

The Board recessed to Executive Session at 1:13 p.m. regarding land acquisition.

Mr. Balukoff moved and Ms. Baird seconded that the meeting go into Regular Session. All in favor, motion carried. The Board reconvened into Regular Session at 1:36 p.m.

### **XIII. ADJOURNMENT**

There being no further business, Ms. Brennan adjourned the meeting at 1:37 p.m.

### **APPROVED**

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Kevin Wayne Booe  
Library Director

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Martie Brennan  
Vice President, Board of Trustees