

BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes of the Regular Board Meeting
March 4, 2009

The Boise Public Library Board of Trustees met for its Regular Board meeting at 11:30 a.m. on Wednesday, March 4, 2009, in the William F. Hayes Memorial Auditorium at the Main Library.

BOARD MEMBERS PRESENT:

Martie Brennan, President; Marc C. Johnson, Vice President; Denise Baird, Trustee; James Thompson, Trustee; and Hannah Schwarz, Youth Trustee.

OTHERS PRESENT:

Maryanne Jordan, Boise City Council President; Kevin Booe, Library Director; Jim Wickham and Scott Muir, Boise City Legal Department; Marge Ewing, Friends of the Library Representative; Susannah Price, Youth Services Division Manager; Denise McNeley, Operations and Outreach Manager; Joanne Hinkel, Community Relations Coordinator; Vicki Kreimeyer, Adult Services Division Manager; William Nation, Main Library/Public Services Manager; Chrisanne Brown, Acquisitions and Technical Services Division Manager; Laurel White, Neighborhood Library Services Manager; Jillian Subach, Collister Branch Supervisor; Kent Rock, City Treasurer/Risk Manager; Tim Olson, Boise Public Library Foundation Board Director; and Linda Ugrin, Administration Senior Secretary.

CALL TO ORDER:

Ms. Brennan called the meeting to order at 11:30 a.m. and requested a roll call be taken.

ROLL CALL: Baird, present; Balukoff, absent; Johnson, present; Thompson, present; Brennan, present; and Youth Members Schwarz, present; Smith, present.

I. MINUTES

MOTION by Mr. Thompson and seconded by Ms. Baird that the January 7, 2009, Regular Board meeting minutes be approved as presented. All in favor, motion carried.

II. BILLS AND PAYROLL

MOTION by Mr. Johnson and seconded by Mr. Thompson that all bills and payroll be approved as presented. All in favor, motion carried.

III. COMMUNICATIONS

None

IV. CONTINUING EDUCATION

None

V. CONSENT ITEMS

MOTION by Mr. Thompson and seconded by Mr. Johnson to approve the consent items through January 31, 2009. All in favor, motion carried.

VI. DIRECTOR'S REPORT

Mr. Booe highlighted and added the following items to his written director's report.

The usage statistics for Boise Public Library continue to climb. Circulation of items continues to increase between 18%-20% over the same period last year; new library cards issued up 13%; reference questions up 25%; patron visits up 20%; and programming attendance up 15%.

The Library! at Collister celebrated its one-year anniversary on February 14. The Library! at Hillcrest will celebrate its first anniversary in March. In one year, the branch locations have circulated over 200,000 items and received over 150,000 visitors.

The Library has completed its cost containment measures of \$275,000 in FY2009 and placed the funds into a Management Contingency Account. Mr. Booe noted that there will be some initiatives in the Library's Business Plan that will not be achieved at this time. For the next two-year cycle, a new bookmobile will not be purchased and programming efforts will be scaled down. Staff will keep the Library Board updated on the budget cycle process and the implications to the Business Plan.

Boise Public Library received a \$10,000 grant from the Wal-Mart Foundation through the Idaho Commission for Libraries. Boise Public was 1 of 14 recipients state-wide. The grant funds will be used for English language learning story programs.

The City is reviewing its priorities list regarding the State-Allocation Federal Economic Stimulus Funds. If the Library receives a portion of the stimulus funds, it will pursue broad band expansion. Ms. Jordan commented that City Council approved one of the items earmarked for the Stimulus Funds if/when received for \$550,000 to finish the Capitol Boulevard Beautification project.

VII. FRIENDS OF THE LIBRARY REPORT

The Friends spring Annual Book Sale is scheduled for April 3-5, 2009.

Ms. Ewing appealed to the Library Board members to not lose sight of the planned east branch library at Bown Crossing even though the current economic situation is down. She noted that results of the 2006 library branch bond election, a large number of the support came from the residents in East Boise. The citizens are underserved when it

comes to library services. The success of the two storefront branches has shown the need for more library service locations.

Ms. Jordan responded to Ms. Ewing's appeal stating that the budget situation is difficult. Department heads and staff handle the budget process in a very structured and strategic way. Everyone is doing the best that they can do. She assured Ms. Ewing that the City is not losing sight of the east branch library, but in reality it will not happen as soon as everyone would like. The City's current goal is to build a two-year budget, but the east library branch remains a high priority. Mr. Booe added to Ms. Jordan's comments that there are currently no additional funds for operating costs for an east branch, but the project is still in the capital budget, just postponed.

VIII. FOUNDATION REPORT

The Board members received the Boise Public Library Foundation financial report as of January 31, 2009, and gifts received in February 2009.

Ms. Kreimeyer reported that the Foundation Directors will be meeting on March 10. There was no quorum at the February meeting so the same agenda items will be presented next week. The Directors will discuss and vote on a by-law revision to expand the number of their Board of Directors, additional information on operating costs will be presented, and Mr. Booe will report on the new activities of the New Main Library Advisory Team.

IX. ADMINISTRATION AND MANAGEMENT REPORT

Consumer Product Safety Improvement Act Update

Mr. Booe discussed the Consumer Product Safety Improvement Act (CPSIA) that Congress passed in August 2008 which includes a regulation that requires testing for lead and phthalates in products for children 12 and under. It was interpreted by the U.S. General Counsel that the law applies to paper based books which could impact libraries, schools, children's books, and children visiting the library.

The regulation was to go into effect in February 2009, but the Commission stayed enforcement until February 2010. The American Library Association and U.S. libraries have been working towards an exemption for libraries. Because of the great response received from the public on what a large impact this would mean to libraries, the CPSIA has placed a hold on the children's book portion of the regulation until further investigation.

Mr. Johnson inquired if it would be helpful if the Library Board contacted a state representative? Mr. Booe will draft a letter for the Board members to present to the City's federal lobbyist.

Ms. Subach added that the Idaho Library Association is sending representatives to Washington, D.C. in May for National Library Legislative Day. This subject will likely be on the agenda.

X. OLD BUSINESS

West Boise Branch Construction Update

Mr. Booe reviewed the memo on the West Boise library branch construction update submitted by the project manager Rob Bousfield who was unable to attend the Board meeting. He added that a change order for approximately \$25,000-\$30,000 will be submitted to pave the east corner of the lot where there is a rough patch. Evergreen Plaza owners have agreed to pay half of the costs. The furniture and fixtures have been ordered. The Opening Day Collection funds have been spent on schedule with Baker and Taylor. The IT department has ordered all of the PCs which came in at a lower price than what was budgeted.

Mr. Booe reported that Davies Rourke Marketing Communications was contracted to design and develop Leadership in Energy & Environmental Design (LEED) educational materials. A storybook for children and an information guide for adults will be created for library patrons.

The Idaho Statesman featured a story today on reinvigorating the Cole Village Shopping Center neighborhood and how the opening of the West Boise library branch will contribute to this effort.

XI. NEW BUSINESS

FY2010/2011 Proposed Maintenance of Operations Budget

Ms. McNeley led the discussion of the proposed maintenance and operations (M&O) budget for FY2010/2011. The M&O budget for FY2010 is \$8.9 million and FY2011 is \$9.4 million. Ms. McNeley explained that the presented report is a preliminary budget and the numbers may change. She requested that the Library Board adopt the presented budget and as the numbers are refined over the next few months, the budget will be presented to the Board again for their approval.

Mr. Booe presented the City of Boise's January 2009 Economic and Financial Brief to the Board members and reviewed how the current economic downturn affects the City's budget (General Fund).

MOTION by Mr. Johnson and seconded by Mr. Thompson to adopt the proposed M&O budget. All in favor, motion carried.

XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Mr. Thompson was selected to be the next Trustee to review vouchers for March.

XIII. SELECTION OF MEETING DATE

As approved by the Library Board at the February 2009 Board meeting, the next Regular Board of Trustees meeting is scheduled for Wednesday, April 8, 2009, 11:30 a.m., at the West Boise library branch site.

XIV. EXECUTIVE SESSION: [IDAHO STATE CODE 67-2345 (1) (b)] PERSONNEL MATTERS and [IDAHO STATE CODE 67-2345 (1) (f)] PENDING/POTENTIAL LITIGATION

MOTION by Mr. Thompson and seconded by Mr. Johnson that under provisions of Idaho Code 67-2345 (1) (b) and (f) this Board recess to an Executive Session and that a roll call vote be taken on the motion.

YEAS: Baird, Johnson, Thompson, and Brennan.

MOTION carried.

Ms. Hinkel, Ms. White, Ms. Brown, Ms. Subach, Ms. Kreimeyer, Ms. Price, Ms. Ewing, Mr. Olson, and Ms. Ugrin left the meeting.

Scott Muir from the Boise City Legal Department and the City Treasurer/Safety Risk Manager Kent Rock joined the meeting for the Executive Session.

The Board recessed to an Executive Session at 12:10 p.m. regarding personnel issues and pending/potential litigation.

MOTION by Mr. Thompson and seconded by Mr. Johnson that the meeting go into Regular Session. All in favor, motion carried.

The Board reconvened into Regular Session at 12:52 p.m.

XV. ADJOURNMENT

There being no further business, Ms. Brennan adjourned the meeting at 12:53 p.m.

APPROVED:

Kevin Wayne Booe
Director

Martie Brennan
Board of Trustees President