

**BOISE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
Minutes of the Regular Board Meeting  
April 8, 2009

The Boise Public Library Board of Trustees met for its Regular Board meeting at 11:30 a.m. on Wednesday, April 8, 2008, in the offices of Mätter Architecture located in Evergreen Plaza.

**BOARD MEMBERS PRESENT:**

Martie Brennan, President; Marc C. Johnson, Vice President; Denise Baird, Trustee; A. J. Balukoff, Trustee; James Thompson, Trustee; Hannah Schwarz, Youth Trustee; and Heather Smith, Youth Trustee.

**OTHERS PRESENT:**

Kevin Booe, Library Director; Jim Wickham, Boise City Legal Department; Denise McNeley, Operations and Outreach Manager; and Linda Ugrin, Administration Senior Secretary.

**OTHERS PRESENT FOR TOUR:**

Bill Mattox, Friends of the Library Representative; Susannah Price, Youth Services Division Manager; William Nation, Main Library/Public Services Manager; Chrisanne Brown, Acquisitions and Technical Services Division Manager; Diane Broom, Hillcrest Branch Supervisor; Rob Bousfield, Boise City Engineer; Cheryl Zobel, Collection Development Librarian; Frank Houting, Library Maintenance; and Dan Barrus, West Boise Branch Construction Manager.

**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, present; Johnson, present; Thompson, present; Brennan, present; and Youth Members Schwarz, present; Smith, present.

**I. MINUTES**

MOTION by Mr. Thompson and seconded by Mr. Balukoff that the March 4, 2009, Regular Board meeting minutes be approved as presented. All in favor, motion carried.

**II. BILLS AND PAYROLL**

MOTION by Mr. Balukoff and seconded by Mr. Johnson 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. Balukoff and seconded by Mr. Thompson to approve the consent items through February 28, 2009. All in favor, motion carried.

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

Mr. Booe gave a brief report on Nashville's main library that he toured when he attended the Public Library Association's Spring Symposium in Nashville, Tennessee on April 1-4, 2009. Other attendees were Joanne Hinkel and Denise McNeley. The main library was built in 2001 as part of the revitalization effort for downtown. The 300,000 square foot facility houses a cafe, courtyard center and a third floor designated for teens (ages 13-18) only, and paid parking (the library will validate up to 1 hour). The facility does not include a gift or book store. There is an amazing library foundation organization that includes many prominent and famous names. There appears to be no term limits for library board members; the chair has been serving for 20 years.

The FY2010/2011 library budget that includes service alternatives was submitted and is being reviewed by the Executive Management Team. Some capital budget items will be deferred and repair and maintenances items will be maintained. City Council budget workshops are scheduled for the end of June, public hearings will held mid August, and the final budget will be submitted to City Council for final approval in September.

The West branch is three weeks off schedule because of winter weather conditions. The branch supervisor position has been opened internally only and recruitment will close April 10.

As part of budget savings, the holds limit will change from 10 to 5 items effective May 1. All libraries in the Open Access Agreement are participating. The holds activity has increased 67% since last year. The reduction of holds items should increase turnover, but may decrease circulation. The change in the holds limit is to defray courier and human resource costs.

Libraries will celebrate National Library Week April 12-18, 2009. The week's activities are sponsored by Boise Public's Friends of the Library.

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

Mr. Booe reported that the Friends spring annual book sale held last weekend grossed over \$39,000 -- a record breaking amount!

## **VIII. FOUNDATION REPORT**

A draft of the newly designed Library Foundation's May Basket fundraiser brochure was presented to the Board members. This year the fundraiser will appear in Boise Metro Chamber of Commerce's e-newsletter.

Ms. Brennan reported that she met with a prospective new board member last week and he plans to attend the April Foundation meeting.

## **IX. ADMINISTRATION AND MANAGEMENT REPORT**

None

## **X. NEW BUSINESS**

### Bookmobile Survey

Ms. McNeley reviewed the cover memo and the bookmobile customer service survey results that were included in the April Board packet. The survey was conducted on January 27 – February 23 and was available in paper form and online. There were 102 responses. The survey comments, that overall gave positive feedback, were presented to the Board members. The survey questions consisted of the most convenient time of day and most convenient day of the week for bookmobile stops to their neighborhood. Using the survey as a tool, staff will reconsider the bookmobile schedule and planned stops. Stops may be reduced from 5 days a week to 3 days a week. Currently there is no budget for a new vehicle and no funds for any major repairs.

## **XI. OLD BUSINESS**

### West Boise Branch Construction Update and Facility Tour

Mr. Thompson reported that the West Boise library branch naming committee will meet next week. The committee will follow the Board's naming policy that was established last year. He asked the Board members if they have any thoughts to the naming of the branch. Mr. Balukoff commented that the artist for the branch's public art project did a good job of incorporating the history of the area and he thought it was a good idea to continue that theme in regards to the name. Local author Arthur Hart, who is a member of the naming committee, will bring historical data to the meeting. Ms. Schwarz suggested that since Boise is opening so many new branches that the location be a part of the name. Mr. Thompson stated he will relay the Board's suggestions to the committee. The committee will make a recommendation to Mayor Bieter and City Council will give final approval.

Mr. Booe stated that June 26 is the anticipated opening date for the new branch.

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

Ms. Baird was selected to be the next Trustee to review vouchers for April.

**XIII. SELECTION OF MEETING DATE**

The next Regular Board of Trustees meeting is scheduled for 11:30 a.m., Wednesday, May 6, 2009, in the William F. Hayes Memorial Auditorium at the Main Library.

Mr. Balukoff thanked staff for making the Board meeting packets available online.

Mr. Thompson noted that the Youth Board members' term will end May 30. He suggested that at the May Board meeting perhaps Ms. Schwarz and Ms. Smith would like to give their comments to the Board members on their experience as members.

Ms. Brennan announced that the meeting attendees shall proceed to a tour of the West branch site.

Ms. Baird left the meeting at 12:08 p.m.

The branch tour was conducted by Mr. Bousfield and Mr. Booe. The green elements of the building were highlighted, including two reserved parking spaces for energy efficient vehicles and triple the amount of bike racks that are usually available at a branch library.

Mr. Johnson left the meeting at 12:25 p.m.

**XIV. ADJOURNMENT**

At the end of the tour, there being no further business, Ms. Brennan adjourned the meeting at 12:45 p.m.

**APPROVED:**

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Kevin Wayne Booe  
Director

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Martie Brennan  
Board of Trustees President