

BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes of the Regular Board Meeting
May 6, 2009

The Boise Public Library Board of Trustees met for its Regular Board meeting at 11:30 a.m. on Wednesday, May 6, 2009, in the William F. Hayes Memorial Auditorium at the Main Library.

BOARD MEMBERS PRESENT:

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

OTHERS PRESENT:

Maryanne Jordan, Boise City Council President; Kevin Booe, Library Director; Steve Rutherford, Boise City Legal Department; Denise McNeley, Operations and Outreach Manager; Dorothy Marcoux, Friends of the Library Representative; Linda Brilz, Youth Services Librarian; Joanne Hinkel, Community Relations Coordinator; Laurel White, Neighborhood Library Services Manager; William Nation, Main Library/Public Services Manager; Vicki Kreimeyer, Adult Services Manager; Jillian Subach, Collister Branch Supervisor; Kathy Stalder, Cole and Ustick Branch Supervisor; Chrisanne Brown, Acquisitions and Technical Services Division Manager; Rob Bousfield, Boise City Engineer; Ted Isbell, Guest from CSHQA; 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, absent; Balukoff, present; Johnson, present; Thompson, present; Brennan, present; and Youth Members Schwarz, present; Smith, absent.

I. MINUTES

MOTION by Mr. Thompson and seconded by Mr. Balukoff that the April 8, 2009, Regular Board meeting minutes be approved as presented. All in favor, motion carried.

II. BILLS AND PAYROLL

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

III. COMMUNICATIONS

Ms. Brennan announced that the term for the 2008/2009 Youth Library Board representatives will end May 31 for Hannah Schwarz and Heather Smith. A certificate of

appreciation was presented and the Board members expressed their gratitude for the outstanding contributions both members demonstrated throughout the year.

IV. CONTINUING EDUCATION

None

V. CONSENT ITEMS

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

VI. DIRECTOR'S REPORT

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

The activity level at Boise Public continues to increase. In April, circulation was up 5% and year to date up 15%. Patron count was up 13% and year to date up 17%. The Collister branch patron count was up 44% and Hillcrest branch patron count was up 30% from a year ago.

There was 30 days notice given to library customers on the change in the holds limits of 5 items maximum from the previous 10 items maximum. To date there has been a small number of complaints filed with administration. Each complaint received a response from Mr. Booe or Mr. Nation outlining the service level reduction required consortium wide due to resource constraints.

A revised Open Access agreement formula with the Treasure Valley LYNX! Consortium libraries should be finalized by the end of May. The new reimbursement formula would reimburse member libraries on a "per unique household (per household x nonresident fee)" basis instead of a circulation transaction basis. The LYNX! directors share a common goal of preserving open access while lowering costs.

Emmet Public Library will be joining the LYNX! Consortium as a database member at the end of 2009. Emmet has received a grant facilitated by the Idaho Commission for Libraries to assist the library in becoming automated. Laurel White will be the project leader.

Ms. Brennan introduced Kathy Stalder as the newly promoted branch supervisor at the West Boise branch. Ms. Stalder is currently a librarian in Youth Services and supervises the library pages in that division. Her new duties became effective May 1.

VII. FRIENDS OF THE LIBRARY REPORT

Ms. Marcoux reported the Friends book sale in April raised over \$39,000.

VIII. FOUNDATION REPORT

Mr. Booe reported that the Foundation's May Basket fundraiser has raised \$3,200 to date. This year the Foundation Board used paid advertising to promote the event.

Prospective new Foundation Board member, Dr. John Werdel, attended the April Foundation Meeting. Voting approval was postponed until the next scheduled meeting do to lack of a quorum.

Mr. Booe commented that the Foundation Board members are anxiously awaiting for the Mayor's New Main Library Advisory Team's recommendation report.

IX. ADMINISTRATION AND MANAGEMENT REPORT

None

X. OLD BUSINESS

West Boise Branch Construction Update

Mr. Bousfield gave the following update on the West Boise branch project; outside landscaping should be completed next week; exterior metals and panels are being completed; flooring is being installed; data cabling has been installed; and door hanging and counter top finishes will be completed within two weeks.

The LEED certification standards include an air flush to the new facility to clean out "dirty air" generated by the construction work. This is a week and a half process.

Mr. Bousfield, Mr. Booe and Ms. McNeley will conduct a walkthrough within the next two weeks to create a punch list of items left to be completed.

The budget is still on target to date.

The first week in June, furniture will begin to arrive. A grand opening is being planned for the last week of June. Mr. Booe added that the grand opening will be a large event. The Board members are welcome to invite other guests. Board members can send the names of the guest to Ms. Ugrin and they will be included on the invitation list.

Mr. Thompson inquired on the vacated space of Joanne Fabrics. Mr. Bousfield stated that the owners of Evergreen Plaza plan to subdivide the space and recruit for tenants after updating the building façade that is anticipated to be completed in August. They are in the process now of installing new landscaping planters, lighting, and seal coating the parking area.

FY2010/2011 Budget Process Update

Mr. Booe reported the FY2010/2011 library budget has been submitted. The departments are awaiting the Mayor's transmittal letter to the City Council for his recommendations. When the transmittal letter is available, it will be shared with the Board members.

For the first time in this stage of the budget process, Mayor Bieter held a public meeting to gain feedback before final approval of the budget. Approximately 10 citizens and a number of city staff members attended the public meeting. Public online commenting is still available.

In FY2010, \$175,000 may be available for a preliminary design for the East Boise library branch. Ms. Jordan commented that even though all city capital projects are on hold now, the City wants to keep the East Boise branch design on track so that when funding is available the City can proceed with the project.

Ms. Jordan added that the City Council workshops are scheduled June 22-24. It is anticipated that they will be completed in two days. Political Science Professor Emeritus Jim Weatherby of Boise State University gave high praise to the City's past six-month budget process. The budget process is available on the City's website.

The City Hall West open house is May 11. Ms. Jordan extended an invitation to everyone. She noted that there is a library book drop available in the parking area.

XI. NEW BUSINESS

West Boise Branch Naming Committee Update/Recommendation

Mr. Booe reported that the naming committee recommended the name "Library Ustick Commons" for the West Boise branch. Mr. Booe met with Mayor Bieter to discuss this recommendation and after receiving several phone calls from the neighboring West Boise neighborhood associations, it was determined that this name excluded those other neighborhoods. Mr. Booe contacted the naming committee and after further discussion two new naming options are being presented to the Library Board, "Cole and Ustick Branch Library" and "Library! Cole and Ustick Branch."

Mr. Balukoff commented that "Cole and Ustick" identifies the area and the family names tie into Boise history. Mr. Johnson added that by having "branch" in the name implies the facility is less than a full service library. Board members discussed having the uniformity of having "Library! at ..." in the name as the identification of the branch being associated with the City of Boise and consistent with the storefront branch names.

The Board members asked for Ms. Jordan's input. She stated that she looks at the naming in a neighborhood context. She concurred that having "branch" in the name does diminish the library and that the name "Library! at Cole and Ustick" would be a good and constant approach.

MOTION by Mr. Thompson and seconded by Mr. Balukoff that the new West Boise branch library be named "Library! at Cole and Ustick." All in favor, motion carried.

West Boise Branch Hours of Service

Mr. Booe presented the proposed hours of service for the Library! at Cole and Ustick. The hours proposed are the same as the Collister and Hillcrest branches. The branch libraries are open Sundays year around. The Main Library is not open on Sundays during the summer months. The proposed hours are reduced from the original proposed and budgeted hours as a cost containment measure.

MOTION by Mr. Johnson and seconded by Mr. Balukoff to approve the proposed hours of service as presented. All in favor, motion carried.

XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Mr. Balukoff was selected to be the next Trustee to review vouchers for May.

XIII. SELECTION OF MEETING DATE

The next Regular Board of Trustees meeting is scheduled for 11:30 a.m., Wednesday, June 3, 2009, in the William F. Hayes Memorial Auditorium at the Main Library.

Mr. Johnson added that he would like to compliment the staff regarding Interlibrary Loans. He has had several occasions to ask for their services in finding fairly obscure materials and the staff has done a superb job of locating the items and given great customer service.

XIV. EXECUTIVE SESSION: [IDAHO STATE CODE 67-2345 (1) (b)] PERSONNEL MATTERS

MOTION by Mr. Thompson and seconded by Mr. Johnson 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.

YEAS: Balukoff, Johnson, Thompson, and Brennan.

MOTION carried.

Ms. Smith joined the meeting at 12:15 p.m.

Mr. Nation, Ms. McNeley, Ms. Hinkel, Ms. White, Ms. Brown, Ms. Stalder, Ms. Brilz, Ms. Subach, Ms. Kreimeyer, Ms. Marcoux, Mr. Bousfield, Mr. Isbell and Ms. Ugrin left the meeting.

The Board recessed to an Executive Session at 12:15 p.m. regarding personnel issues.

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

The Board reconvened into Regular Session at 12:32 p.m.

XV. ADJOURNMENT

MOTION by Mr. Johnson and seconded by Mr. Balukoff to adjourn the meeting. All in favor, motion carried. Ms. Brennan adjourned the meeting at 12:37 p.m.

APPROVED:

Kevin Wayne Booe
Director

Martie Brennan
Board of Trustees President