

**BOISE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
Minutes of the Regular Board Meeting  
June 3, 2009

The Boise Public Library Board of Trustees met for its Regular Board meeting at 11:30 a.m. on Wednesday, June 3, 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; A. J. Balukoff, Trustee; and James Thompson, Trustee.

**OTHERS PRESENT:**

Kevin Booe, Library Director; Kelley Fleming, Boise City Legal Department; Denise McNeley, Operations and Outreach Manager; Bill Mattox, 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; Kathy Stalder, Cole and Ustick Branch Supervisor; Vicki Rae, Circulation Division Manager; 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, present; Johnson, present; Thompson, present; Brennan, present.

**I. MINUTES**

MOTION by Mr. Thompson and seconded by Mr. Balukoff that the May 6, 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. Balukoff that all bills and payroll be approved as presented. All in favor, motion carried.

**III. COMMUNICATIONS**

Mr. Booe shared a letter he received from the Butler family, who will be leaving the Boise area, thanking Boise Public Library and its staff for the wonderful children's programs and materials that have been available to them these past years.

#### **IV. CONTINUING EDUCATION**

##### Public Library Association Symposium 2009

A PowerPoint presentation was given by Mr. Booe, Ms. Hinkel, and Ms. McNeley on the highlights of the workshops they attended at the Public Library Association Spring Symposium in April in Nashville, Tennessee. Photos of Nashville Public Library and its branches were included.

#### **V. CONSENT ITEMS**

MOTION by Mr. Balukoff and seconded by Mr. Thompson to approve the consent items through April 30, 2009. All in favor, motion carried.

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

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

Circulation is up 15% and patron count up 16%. Last fiscal year Boise Public Library was visited by 1.2 million customers. This fiscal year the library has already received nearly 1 million customers as of the end of May. It is anticipated with the opening of the Cole and Ustick branch that usage will increase 25-33%.

The Library's Leadership Circle managers attended the Mayor's State of the City Address on June 3. Mayor Bieter spoke of the Bown Crossing branch library project moving forward in FY2010 with a preliminary design phase.

Since recently eliminating the funding information specialist position, Mr. Booe has been in contact with the nonprofit community to discuss potential partnerships and the use of volunteers. Boise Public will continue to offer funding information services and materials. Ms. McLeod complimented Mr. Booe on his forward thinking and positive attitude.

Effective September 1, Mr. Booe will serve as Chair on the Lynx! Consortium.

Mr. Booe will participate for a two-year term on the City's Wages and Benefit Team as the Executive Management Team representative

The Idaho Statesman will be featuring two articles on the history of libraries in Boise by local historian Arthur Hart.

Ms. Brennan inquired about the progress on the front entry remodel at the Main Library. Ms. McNeley stated that the project is expected to be completed in approximately three weeks.

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

Mr. Mattox reported the Friends are proud to announce they have awarded scholarships to four staff members pursuing their career in library studies.

Mr. Mattox announced he will serve in the Idaho Library Association's division of Library Trustees, Friends and Foundation.

## **VIII. OLD BUSINESS**

### Library! at Cole & Ustick Construction Update

Mr. Booe announced that the grand opening of the Library! at Cole & Ustick is June 30, 9 a.m. Board members will soon be receiving an invitation.

The conference rooms have been named the Bitterbrush Room (seats 12) and the Sagebrush Room (seats 91). The Library and the Mayor's office are already receiving requests to reserve the meeting rooms.

Petra, Inc. contractor is addressing the punch list items. Ms. McNeley reported that the shelving has been installed and the staff workstations have been delivered. The public tables are expected next week. Many items can't be delivered until the occupancy permit has been obtained. Baker and Taylor is expected to be delivering 38,000 items the third week in June.

Ms. White reported on the branch recruitment activities. An average of 285 applications has been received for each position posted. Managers are in the process of reviewing the applications and plan to start the interview process next week. The last two weeks in June the newly hired staff will receive training.

Ms. Hinkel reminded the Board members that Preview Night is June 24, 5-7:30 p.m. Invitations will be sent out.

## **IX. FOUNDATION REPORT**

Ms. Kreimeyer reported that the May Basket fundraiser grossed approximately \$4,700. The amount was a disappointment since more professional services for advertising and printing were spent. The Foundation Board will be reviewing the project for next year.

The Foundation Board welcomed a new Director at the May meeting bringing the membership to eleven Directors.

Mr. Booe added that he has been contacted by a legal representative that the Foundation has been named as a recipient of a trust fund. The name of the donor and the amount is not yet known.

The next scheduled meeting is June 9.

**X. ADMINISTRATION AND MANAGEMENT REPORT**

Mr. Balukoff inquired why there were no division reports in the Board packets now. Mr. Booe explained that the manager's division reports have been incorporated into the Director's Report.

**XI. OLD BUSINESS (Continued)**

Maintenance and Operating Budget Changes FY2009, FY2010, FY2011

Ms. McNeley reviewed the FY2010/2011 proposed service alternatives that were included in the meeting packet. Budget changes resulted in a cost savings of \$235,298 for FY2010 and a savings of \$246,323 in FY2011.

MOTION by Mr. Thompson and seconded by Mr. Balukoff to approve the proposed budget changes to the FY2010/2011 maintenance and operating budgets. All in favor, motion carried.

**XII. NEW BUSINESS**

LYNX! Consortium Open Access Formula Changes

The Treasure Valley Library Open Access directors have been discussing over this past year a revised funding formula for Open Access compensation. The new formula is based on a "unique household" versus "cost per circulation."

The Board members agreed by consensus to Mr. Booe's request to move forward with the presented compensation formula. An Open Access agreement will be presented in August for approval.

Bookmobile Stop Changes

Ms. McNeley discussed the proposed bookmobile schedule to begin July 1 after the grand opening of the Library! at Cole & Ustick. The stops will be reduced from 5 days a week to 3 days a week. Thirty days notice will be given to customers.

MOTION by Ms. Baird and seconded by Mr. Balukoff to adopt the presented bookmobile schedule effective July 1, 2009. All in favor, motion carried.

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

Ms. Brennan was selected to be the next Trustee to review vouchers for June.

**XIV. SELECTION OF MEETING DATE**

Mr. Booe suggested the Board meetings be moved to the Marion Bingham Room starting in July. Branch construction updates from architects and city staff will be ending for a period and the meeting attendance will probably not be as large.

The next Regular Board of Trustees meeting is scheduled for 11:30 a.m., Wednesday, July 1, 2009, in the Marion Bingham Room at the Main Library.

**XV. ADJOURNMENT**

MOTION by Mr. Balukoff and seconded by Mr. Johnson to adjourn the meeting. All in favor, motion carried. There being no further business, Ms. Brennan adjourned the meeting at 12:40 p.m.

**APPROVED:**

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Kevin Wayne Booe  
Director

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Martie Brennan  
Board of Trustees President