

BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes of the Regular Board Meeting
July 1, 2009

The Boise Public Library Board of Trustees met for its Regular Board meeting at 11:30 a.m. on Wednesday, July 1, 2009, in the Marion Bingham Room at the Main Library.

BOARD MEMBERS PRESENT:

Martie Brennan, President; Denise Baird, Trustee; A. J. Balukoff, Trustee; and James Thompson, Trustee.

OTHERS PRESENT:

Maryanne Jordan, Boise City Council President; Kevin Booe, Library Director; Steve Rutherford and 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; Chrisanne Brown, Acquisitions and Technical Services Manager; Jillian Subach, Collister Library Branch Supervisor; Marie Haveman, City Budget Office; David Cuoio, JUMP Project Representative; Kathleen Kreller, Idaho Statesman; 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, absent; Thompson, present; Brennan, present.

Ms. Brennan congratulated Ms. Baird on her reappointment to the Library Board for a five-year term expiring July 1, 2014.

I. MINUTES

MOTION by Mr. Thompson and seconded by Mr. Balukoff that the June 3, 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. Thompson that all bills and payroll be approved as presented. All in favor, motion carried.

III. COMMUNICATIONS

Mr. Booe presented a letter of interest from the Simplot Family regarding a new Main Library being constructed in conjunction with Jack's Urban Meeting Place (JUMP). The JUMP project will be located between Front and Myrtle and 9th and 11th Streets in downtown Boise. David Cuoio, representing the Simplot Family, was present at the meeting to meet the Library Board members. Mr. Booe reported that the New Main Library Advisory Team report will be presented to City Council in late August. The Advisory Team and city staff will continue their work and explore all options for a downtown location and funding prospects.

After Mr. Cuoio thanked the Board members for the opportunity to meet them, he left the meeting.

IV. CONTINUING EDUCATION

None

V. CONSENT ITEMS

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

VI. FRIENDS OF THE LIBRARY REPORT

Mr. Mattox congratulated the Board members on the grand opening of the new Library! at Cole & Ustick. He expressed the Friends' hopes of "marching on to a new branch at the Bown Crossing location."

Mr. Booe added that Friends board member Marge Ewing has been instrumental in library development for over 37 years. She served on City Council when the purchase of the present Main Library building was approved and has worked diligently as a Friends volunteer for many years. Volunteer Bonnie Longstreth has served for over 20 years as the Friends book sale chairperson. The Friends organization is a huge part of the success of the Boise Public Library system.

The meeting attendees expressed their excitement in the success of the grand opening and shared stories of the enthusiasm that the large crowd demonstrated at the new branch opening.

VII. FOUNDATION REPORT

Ms. Kreimeyer reported on the June 9 Foundation Board meeting.

Dr. John Werdel was approved as a new Foundation Director giving a total of 11 members.

The Directors are looking forward to receiving the New Main Library Advisory Team's final report.

Three Foundations members will meet later this month to brainstorm ideas for a special event in November. The details will be shared at the July 14 meeting.

Mr. Booe commented that the Foundation achieved the strategic goal of increasing fundraising by 10% this past year.

VIII. DIRECTOR'S REPORT

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

The reported data for the Library! at Cole and Ustick's grand opening on June 30 is as follows:

- Attendance 2,826
- Circulation 4,450
- New library cards issued 180
- Self-checkouts 3,389 (76% of total circulation)

The high volume of activity that the new branch experienced did not diminish from the activity at the Main Library which received 4,568 customers that day. The Boise Public Library system served over 12,000 customers on June 30. The storefront branches serve 900-1,000 on an average day. Ms. Jordan noted that it would be interesting to track the data if Boise residence's usage (currently at 66%) at the Garden City Library declines after the opening of the new branch. Ms. White explained that Horizon tracks those statistics and it is reported in the reciprocal borrowing monthly report.

The Open Access directors have reached a tentative agreement for one year using the formula based on "per household" versus "per item." The directors are also continuing to review the holds threshold at every Treasure Valley LYNX! directors meeting.

Ms. Hinkel will conduct a direct marketing strategy to attract the West Boise area residents to the Cole and Ustick branch.

The City Council FY2010/2011 Budget Workshops were held June 22-23. The Council approved the following library budget line items: major repair and maintenance, \$250,000; Main Library new self-checkouts, \$40,000; and preliminary design funding for the Bown Crossing branch, \$175,000.

Ms. Kreller left the meeting after the Director's Report was presented.

IX. ADMINISTRATION AND MANAGEMENT REPORT

Ms. Brilz gave an update on the June 1 – July 31, 2009, Summer Reading program for children and teens. The number of participants is down at the half way mark from previous years. The teen program was revamped this year to include other challenges other than reading. At the end of the summer program, staff will analyze the participation results.

Ms. Subach reported that she was contacted by Mayor Bieter's office on the possibility of organizing a Mayor's Book Club. In past years she was involved with a Mayor's Book Club at Meridian Library District.

Ms. Kreimeyer announced that library staff will be participating in Boise's Fourth of July parade this year. Staff will carry a Library! banner and hand out candy to the crowd.

X. OLD BUSINESS

Library! at Cole & Ustick: Review Grand Opening

Ms. Brown reported that there were 238 volunteer hours documented in June being directed to the preparation of the Cole and Ustick branch materials for opening day.

Mr. Booe added that all city departments contributed to making the new branch project a success. He noted that the Library's IT Senior Project Coordinator, Brad Smith, did an outstanding job.

It is anticipated that the Cole and Ustick branch project will close under budget.

XI. NEW BUSINESS

Library Policy Revisions

Mr. Nation and Mr. Booe reviewed the following proposed policy changes:

July 1, 2009
Boise Public Library Policy Manual
Proposed Policy Revisions: V. Use of the Library, Sections A, G, and H

V. USE OF THE LIBRARY

A. LIBRARY BORROWERS' CARDS

2. Individuals who do not have a permanent address, but who are living within the Boise City limits, may receive a temporary library card valid for a period of two months.

To receive a temporary card, an individual must present photo identification; **and** a letter from an entity designated by the library as a cooperating service agency agreeing to accept mail for the individual; **and** Should the individual have no

such letter, ~~and~~ a piece of mail (postmarked within the past ten days) to prove receipt of mail at the chosen address *may be presented*. ~~Should the individual have no such mail, the library shall mail a postcard to the individual at the chosen address; this card can then be returned to the library with the application.~~ Cards may be renewed upon re-verification of contact provided by a cooperating service agency. The general policy regarding issuance of cards to minor children applies to children of individuals without a permanent address.

The patron to whom a temporary card is issued may have checked out on the card no more than two items at any one time.

3. *Individuals who can provide photo identification but who cannot provide the other documents necessary to obtain a Borrower's card or a temporary card may receive an Internet-only card valid for one year from date of issuance and subject to renewal annually upon presentation of photo identification. This card can only be used for Internet access within the Library.*

G. SECURITY POLICY

4. Engaging in behavior which is disturbing to ~~other~~ *staff or* patrons.

H. COMPUTER AND INTERNET USE POLICY

2. Internet Use

Access to the Internet is available without charge to ~~anyone~~ *cardholders* during all open hours. *Internet access is available for a fee to non-cardholders.*

Mr. Nation stated that the change in the guest pass fee will require that it goes through a public hearing and City Council approval process.

MOTION by Mr. Balukoff and seconded by Ms. Baird to approve the presented policy changes, V. Use of the Library, Section A and G. All in favor, motion carried.

MOTION by Mr. Balukoff and seconded by Ms. Baird to approve the presented policy change, V. Use of the Library, Section H pending upon City Council approval, effective October 1, 2009. All in favor, motion carried.

XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Mr. Johnson was selected to be the next Trustee to review vouchers for July.

XIII. SELECTION OF MEETING DATE

The next Regular Board of Trustees meeting is scheduled for 11:30 a.m., Wednesday, August 5, 2009, in the Marion Bingham Room at the Main Library.

XIV. EXECUTIVE SESSION: [I.C. 67-2345 (1) (c)] LAND ACQUISITION

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

YEAS: Baird, Balukoff, Thompson, and Brennan.

MOTION carried.

Mr. Nation, Ms. McNeley, Ms. Hinkel, Ms. White, Ms. Brown, Ms. Brilz, Ms. Subach, Ms. Kreimeyer, Mr. Mattox, Ms. Haveman, and Ms. Ugrin left the meeting.

The Board recessed to an Executive Session at 12:34 p.m. regarding land acquisitions.

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

The Board reconvened into Regular Session at 12:57 p.m.

XV. ADJOURNMENT

There being no further business, Ms. Brennan adjourned the meeting at 12:58 p.m.

APPROVED:

Kevin Wayne Booe
Director

Martie Brennan
Board of Trustees President