

**BOISE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
Minutes of the Regular/Annual Board Meeting  
September 2, 2009

The Boise Public Library Board of Trustees met for its Regular/Annual Board meeting at 11:30 a.m. on Wednesday, September 2, 2009, in the Sagebrush Meeting Room at the Library! at Cole & Ustick.

**BOARD MEMBERS PRESENT:**

Martie Brennan, President; Marc C. Johnson, Vice President; Denise Baird, Trustee; James Thompson, Trustee; Caroline Biggs, Youth Trustee; and Connor Sheldon-Modrow, Youth Trustee.

**OTHERS PRESENT:**

Maryanne Jordan, Boise City Council President; Kevin Booe, Library Director; Kelley Fleming, Boise City Legal Department; Carla Van Housen, Friends of the Library Representative; 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 & Ustick Library Branch Supervisor; Linda Brilz, Youth Services Librarian; Camille Oldenburg, Galliard Group; 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, absent; Thompson, present; Biggs, present; Sheldon-Modrow, present; and Brennan, present.

Ms. Brennan welcomed the Library Board Youth Trustee members appointed by Mayor Bieter for the September 2009 through May 2010 term.

**I. MINUTES**

MOTION by Mr. Thompson and seconded by Ms. Baird that the August 5, 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 Ms. Baird that all bills and payroll be approved as presented. All in favor, motion carried.

**III. COMMUNICATIONS**

None

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

None

Mr. Johnson joined the meeting at 11:35 a.m.

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

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

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

Ms. Van Housen reported the Friends continue to receive a great number of donated books each week. Recently text books were sold for \$3,000.

The holiday book sale is scheduled for October 22-25, 2009.

Discussion followed concerning the practice of donating some unsold materials to nonprofits.

#### **VII. FOUNDATION REPORT**

Ms. Kreimeyer reported that the Library Foundation Directors agreed to join the Idaho Nonprofit Center and subscribe to a one-year subscription to Gift Works software.

Mr. Booe announced that it is expected the Foundation will be receiving a major donation by the end of 2009. He will continue to keep the Library Board members updated.

The next Foundation meeting is scheduled for September 15.

#### **VIII. DIRECTOR'S REPORT**

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

At the close of FY 2009, a holdback on spending has been requested to assure that the library will end the fiscal year in the black and to preserve cash flow.

The LYNX! Consortium directors will meet September 18 to work on revising the consortium agreement. Galliard Group has been retained to facilitate the process. Facilitator Camille Oldenberg will be interviewing each director to determine their expectations.

Boise Public Library is the recipient of a special federal stimulus of approximately \$900 for a subscription of a database for job seekers. The Idaho Career Information System explores hundreds of careers, colleges, financial aid opportunities and Idaho employers. Ms. Kreimeyer added that the database is specialized to each state and will target

opportunities in Idaho. Boise Public Library staff will receive training from the Department of Labor. Plans to promote this service are being discussed.

The Talking Book event in August was highlighted by Mr. Booe and Ms. Jordan who participated in a demonstration exercise along with the 10-15 other attendees. A local agency demonstrated their wares and services. Senior Library Assistant for Homebound Services Marcia Courtney and Operations and Outreach Manger Denise McNeley coordinated the Talking Book event.

The architect firm Fletcher Farr Ayotte, Inc. submitted the Library! at Cole & Ustick design to the Library Journal's architecture issue and American Institute and Architecture publications. Notification of the award will be announced in January 2010.

Mr. Booe will be attending the 2009 Annual Idaho Library Association Conference September 30, through October 3 at Burley, Idaho. He will be a presenter at the conference on building green libraries in Idaho. If Board members would like to attend the conference, expenses can be covered by the Library.

The 2009 United Way Campaign will kick off September 8 with the Executive Management Team having a barbecue at City Hall.

It was noted that the Evergreen Plaza has been renamed to the Library Plaza by its owner.

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

Ms. Hinkel reported that the library will be advertising on KTVB and KTVB.com on the weeks of September 7, 14 and 21 to promote Library Card Sign-up Month. Ms. Hinkel will also be preparing a direct mail campaign to approximately 15,000 households in the west and northwest Boise residents promoting the Cole and Ustick branch and the Collister branch. The circulation desks will do a survey of new cardholders on where and how they became aware of Boise Public Library.

Board Trustee Marc Johnson will present a Lincoln Series at the Main Library September 10 and the Cole and Ustick branch on October 15.

Ms. Brilz informed the Board on the "New Reader" collection at the Main Library for adults learning to read the English language or adults learning English as another language.

Mr. Nation notified the Board that the new policy the Trustees approved in July will go into effect October 1 (V. Use of the Library, H. Computer and Internet Use Policy, Internet access is available for a fee [\$1] to noncardholders).

**X. OLD BUSINESS**

Main Library Vision Project Advisory Team Update

Camille Oldenburg from the Galliard Group presented a PowerPoint of the New Main Library Advisory Team's report. The next steps recommended by the Advisory Team were discussed. The final report will be presented to City Council on September 15, 4 p.m. for final approval. Library Board, Foundation Board and Friends Board members and the Advisory Team are invited to attend and will be notified by Mr. Booe by email to confirm the time of the Council meeting.

MOTION by Mr. Johnson and seconded by Mr. Thompson to accept the presented report by the New Main Library Advisory Team and present to City Council for final approval. All in favor, motion carried.

**XI. NEW BUSINESS**

LYNX! Consortium Open Access Agreements

The Eagle and Garden City Open Access Agreements were presented to the Board for their review and approval. Ms. Brennan noted a typo on the Eagle agreement, first page, last paragraph, change CGL to EPL.

MOTION by Mr. Thompson and seconded by Ms. Baird to approve the presented Open Access agreements for Eagle and Garden City, with noted correction. All in favor, motion carried.

Selection of Meeting Dates for Fiscal Year 2010

As required by Idaho State Code, the Library Board of Trustees must establish a regular meeting date on an annual basis during the annual meeting. The current meeting schedule is the first Wednesday of every month at 11:30 a.m. The proposed schedule of dates for FY 2010 was presented in the Board packet.

MOTION by Ms. Baird and seconded by Mr. Thompson to approve the proposed FY2010 Board meeting schedule. All in favor, motion carried.

**XII. ELECTION OF OFFICERS FOR FY 2009**

Article IV of the By-Laws of the Library Board of Trustees states: "The Board of Trustees shall elect at the September meeting from its members a President and Vice President who shall serve for a term of one (1) year and until his/her successor is elected. No officer shall serve for more than two consecutive terms."

Ms. Brennan called for nominations. Mr. Johnson nominated to re-elect Ms. Brennan for president and himself for vice president.

MOTION by Ms. Baird and seconded by Mr. Thompson to elect the following officers for the October 1, 2009, through September 30, 2010, term:

Ms. Brennan President  
Mr. Johnson Vice President

All in favor, motion carried.

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

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

**XIV. SELECTION OF MEETING DATE**

The Regular Board of Trustees meeting is scheduled for 11:30 a.m., Wednesday, October 7, 2009, in the Marion Bingham Room at the Main Library.

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

MOTION by Mr. Thompson and seconded by Ms. Baird 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, Johnson, Thompson, and Brennan.

MOTION carried.

Mr. Nation, Ms. Hinkel, Ms. White, Ms. Brilz, Ms. Stalder, Ms. Kreimeyer, Ms. Van Housen, Ms. Oldenburg and Ms. Ugrin left the meeting.

The Board recessed to an Executive Session at 1:00 p.m. regarding land acquisitions.

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

The Board reconvened into Regular Session at 1:10 p.m.

**XVI. ADJOURNMENT**

There being no further business, Ms. Brennan adjourned the meeting at 1:11 p.m.

**APPROVED:**

---

Kevin Wayne Booe  
Director

---

Martie Brennan  
Board of Trustees President