

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

The Boise Public Library Board of Trustees met for its Regular Board meeting at 11:30 a.m. on Wednesday, December 2, 2009, in the Marion Bingham room at the Main Library.

**BOARD MEMBERS PRESENT:**

Martie Brennan, President; Marc C. Johnson, Vice President; Denise Baird, Trustee; A.J. Balukoff, 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; Pat Riceci, Boise City Legal Department; Carla Van Hoesen, Friends of the Library Representative; Joanne Hinkel, Community Relations Coordinator; Denise McNeley, Operations and Outreach Manager; Vicki Kreimeyer, Adult Services Manager; William Nation, Main Library/Public Services Manager; Laurel White, Neighborhood Branch Manager; Chrisanne Brown, Acquisitions and Technical Services Manager; Kathy Stalder, Cole and Ustick Library Branch Supervisor; Linda Brilz, Youth Services Librarian; Bethann Stewart, 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; Biggs, present; Sheldon-Modrow, present; and Brennan, present.

Mr. Riceci advised the president that the agenda be amended regarding executive session. The reason for the late amendment to the agenda is that the Board did not receive an opinion memo from the City's legal department until after the written agenda had been posted and there was inadequate time to repost the agenda.

MOTION by Mr. Thompson and seconded by Ms. Baird to amend the agenda of the Boise Public Library Board of Trustees to include an executive session item, to add as a subject the consideration of records that are exempt from disclosure as provided in Chapter 3, Title 9, Idaho Code. All in favor, motion carried.

**I. MINUTES**

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

Mr. Johnson arrived at the meeting at 11:34 a.m.

## **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**

None

## **IV. CONTINUING EDUCATION**

None

## **V. CONSENT ITEMS**

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

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

Ms. Van Hoesen extended an invitation to the Library Board members to their annual Holiday Party on Friday, December 11, at 8:45 a.m. in the Hayes Auditorium. Members will be receiving a written invitation in the mail.

Friends Board members are in the process of recruiting for a board president. Any suggestions for a candidate from meeting attendees are welcome.

## **VII. FOUNDATION REPORT**

Mr. Booe reported that Mayor Bieter will meet with the Foundation directors on December 8 to discuss an executive director position and give an update on the new Main Library project.

A certificate of deposit that was up for renewal has been transferred from the D. L. Evans bank to the Bank of the Cascades for a higher rate of return.

Mr. Booe reviewed the Foundation's balance sheet with assets totaling \$271,729 as of October 31, 2009.

The Foundation directors adopted the amended bylaw changes recommended by attorney Ron Williams.

Tim Olson resigned from the Foundation Board due to his travel schedule. He expressed interest in becoming involved again when his schedule permits.

At the Foundation's annual meeting, new officers were elected for a one-year term:

Bev Harad	Chair
Tony Westenskow	Vice Chair
Susan Grey	Secretary/Treasurer

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

Mr. Booe added and highlighted the following from his written director's report.

The November statistics were reviewed. After the opening of the three branches over the last two years, usage patterns are leveling out to a normal level. Mr. Nation is preparing a report on a five-year usage pattern that will be presented to the Library Board.

The Lynx! Consortium directors are close to finalizing the revised consortium agreement that will include a tier level of membership. The next meeting is scheduled for December 18. The agreement may be presented to the Board at the January meeting. Ms. White added that Emmett Public Library will join the consortium and will be coming online January 4, 2010.

Boise Public Library is partnering with the Rededication Celebration of Idaho's capitol building. "Ida Visits the Capitol" Day at the Library is January 9, 2010, after three years of renovation work. Libraries across the state have been invited to participate. The ceremony will be televised statewide on Idaho Public Television. Mr. Johnson interjected that he had an opportunity to tour the capitol and encouraged everyone to take the tour if they have the opportunity. Boise Public will have a web link to the tour on Idaho Public Television.

Mr. Booe reviewed the FY 2009 budget preliminary outcome from his written report and the cost savings from operations report in the packet. Adjusted savings total \$68,953.

Mayor Bieter will host his Saturday morning talks with the public at the Library! at Hillcrest at 9 a.m. on December 5.

Mr. Booe asked Board members if they had any questions or comments on the Patron Comment Report that was presented to them at the November meeting. There were no questions.

Ms. Jordan commented that the owners of the Hillcrest Shopping Center are going forward with plans to re-plot the area where Fred Meyer was located. She noted that reinvestment has followed where all three library branches have been located.

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

No questions were received from Board members on the administration and management report included in the packet.

**X. OLD BUSINESS**

Bown Crossing Branch Update

Mr. Booe reported that project manager Rob Bousfield was unable to attend the Board meeting because he is meeting with the Bown Crossing developer, Derick O'Neill.

The city staff design committee met this morning with Fletcher Farr Ayotte Inc. staff and later this afternoon will meet with the design steering committee.

A space allocation chart was reviewed displaying changes from the Cole and Ustick branch design based on comments received from staff.

Later this month, Mr. Booe will meet with the Riverside Elementary school principal to discuss the access side road to the school. The library branch property site contains several easements that will need to be taken into consideration in the new facility's design.

The preliminary library design is expected to be submitted to City Council for approval the first week in February. Neighborhood feedback meetings will follow along with meetings with PTO (Parent Teacher Organization) groups. Phase 1 is expected to be completed by the end of February.

**XI. NEW BUSINESS**

Proposed Holiday Closures for 2010

The proposed library holiday closures for calendar year 2010 were presented. The Library Board must approve all library closures per Idaho State Code. Variations to city holidays include Easter Sunday, Independence Day, and Columbus Day, which is used as a staff training day.

MOTION by Mr. Johnson and seconded by Ms. Baird to approve the proposed library system-wide 2010 holiday closures 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 December.

**XIII. SELECTION OF MEETING DATE**

The Regular Board of Trustees meeting is scheduled for 11:30 a.m., Wednesday, January 6, 2010, in the Marion Bingham room at the Main Library.

**XIV. EXECUTIVE SESSION: [I.C. 67-2345 (1) (b)] PERSONNEL MATTERS AND [I.C. CHAPTER 3, TITLE 9] CONSIDERATION OF RECORDS THAT ARE EXEMPT FROM DISCLOSURE**

MOTION by Mr. Thompson and seconded by Mr. Johnson that under provisions of Idaho Code 67-2345 (1) (b) and Idaho Code, Chapter 3, Title 9 this Board recess to an Executive Session and that a roll call vote be taken on the motion.

YEAS: Baird, Balukoff, Johnson, Thompson, and Brennan.

MOTION carried.

Ms. Hinkel, Ms. Kreimeyer, Ms. Brilz, Ms. Stalder, Ms. Van Hoesen, Ms. Brown, Ms. Stewart, and Ms. Ugrin left the meeting.

The Board recessed to an Executive Session at 12:15 p.m. regarding personnel matters and consideration of records that are exempt from disclosure.

Ms. White, Mr. Nation, Ms. McNeley, and Ms. Jordan left the meeting at 12:35 p.m.

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 12:44 p.m.

**XV. ADJOURNMENT**

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