

**BOISE PUBLIC LIBRARY BOARD OF TRUSTEES**  
November 3, 2010, Regular Board Meeting Packet

Main Library  
Marion Bingham Room, Third Floor  
11:30 A.M.

**AGENDA AND AGENDA NOTES**

**DIRECTOR'S REPORT**

**SUPPORTING DOCUMENTS**

- Fiscal Year 2010 Year-End Budget Projections and Review
  - PRELIMINARY – FY 2010 EOY Savings/Revenue Calculation Worksheet
  
- Strategic Planning: Library Strengths, Weaknesses, Opportunities, and Threats (SWOT) Review
  - Strengths/Weaknesses/Opportunities/Threats FY09-FY11

**MISCELLANEOUS**

- Idaho Statesman article, "Idaho Power incentives help pay for Boise Library's energy-efficient upgrades"

**BOISE PUBLIC LIBRARY STATISTICS**

- Boise Public Library System Statistics Report, September 2010

**AGENDA**  
**BOISE PUBLIC LIBRARY BOARD OF TRUSTEES**  
Regular Board Meeting

November 3, 2010, 11:30 A.M.  
Main Library  
Marion Bingham Room

**I. MINUTES**

Approval of October 6, 2010, Regular Board Meeting Minutes

**II. BILLS AND PAYROLL**

Authorization Requested for Payment of Bills and Payroll

**III. COMMUNICATIONS**

None

**IV. CONTINUING EDUCATION**

The Interlibrary Loan Process

**V. CONSENT ITEMS**

Upon request of any Trustee, the following consent items may be considered separately:

A. Financial Report through September 1-30, 2010

B. Gift Fund Activity Reported for September 30, 2010

This information will be available and distributed at the meeting.

**VI. FRIENDS OF THE BOISE PUBLIC LIBRARY REPORT**

**VII. BOISE PUBLIC LIBRARY FOUNDATION REPORT**

**VIII. DIRECTOR'S REPORT**

**IX. ADMINISTRATION AND MANAGEMENT REPORTS**

**X. OLD BUSINESS**

None

**XI. NEW BUSINESS**

A. Fiscal Year 2010 Year-End Budget Projections and Review

B. Strategic Planning: Library Strengths, Weaknesses, Opportunities, and Threats (SWOT) Review

*AGENDA*

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

Trustee Review for November Vouchers by Mr. Thompson

**XIII. SELECTION OF MEETING DATE**

Next Regular Meeting Date, December 1, 2010

**XIV. ADJOURNMENT**

## AGENDA NOTES

November 3, 2010

### COMMUNICATIONS:

None

### CONTINUING EDUCATION:

#### The Interlibrary Loan Process

Vicki Kreimeyer, Adult Services Division Manager, and Lisa McMillin, Senior Library Assistant, will give an overview of the interlibrary loan service including procedures, costs, and the use of the service at Boise Public Library. The Trustees are invited to ask questions during the presentation.

### ADMINISTRATION AND MANAGEMENT REPORTS:

Trustees may ask management questions on items of interest from the written report that is included in the director's report.

### OLD BUSINESS:

None

### NEW BUSINESS:

#### A. Fiscal Year 2010 Year-End Budget Projections and Review

Administration staff will review year-end financial projections for Fiscal Year 2010. A copy of the projections is available in the supporting document section of the packet.

**Recommended Action:** No recommended action – an information and discussion item only.

**Required Action:** No action required.

#### B. Strategic Planning: Library Strengths, Weaknesses, Opportunities, and Threats (SWOT) Review

Library Director Kevin Booe will present and review the Library's SWOT with the Trustees and note additions and deletions suggested by library management. Trustees will discuss additional edits during this meeting. Library staff will be invited to comment on the SWOT during November and the Board of Trustees will be presented a final version in December for adoption.

**Recommended Action:** Discuss and edit the existing SWOT for the Library.

**Required Action:** No action required, discussion item only.