

BOISE PUBLIC LIBRARY BOARD OF TRUSTEES
September 7, 2011, Regular/Annual Board Meeting Packet

Main Library
715 South Capitol Blvd.
Marion Bingham Room, Third Floor

AGENDA AND AGENDA NOTES

DIRECTOR'S REPORT

SUPPORTING DOCUMENTS

- Library Strategic Goals for Fiscal Year 2012-2013
 - Draft Mission and Vision Statement
 - Draft Strategic Plan Goals (Fiscal Year 2012-2016)

- Boise Public Library Policy Review: Section 1.0, Board of Trustees
 - Policy Review Cover Page
 - Policies 1.01 and 1.02

- Presentation of "Report on Boise Public Library Main Branch Conditions Analysis" by CH2M HILL
 - Draft Report, "Boise Public Library Main Branch Conditions Analysis"

- Selection of Meeting Dates for Fiscal Year 2012
 - Proposed Schedule of Library Board Meeting Dates

BOISE PUBLIC LIBRARY STATISTICS

- Boise Public Library System Statistics Report, July 2011

AGENDA
BOISE PUBLIC LIBRARY BOARD OF TRUSTEES
Regular/Annual Board Meeting
September 7, 2011, 11:30 A.M.
Main Library
Marion Bingham Room

I. MINUTES

Approval of August 3, 2011, Regular Meeting Minutes

II. BILLS AND PAYROLL

Authorization Requested for Payment of Bills and Payroll

III. COMMUNICATIONS

None

IV. CONTINUING EDUCATION

None

V. CONSENT ITEMS

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

- A. July 31, 2011, Financial Report
- B. July 1-31, 2011, Gift Fund Activity

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

- A. Library Strategic Goals for Fiscal Year 2012-2013
- B. Boise Public Library Policy Review: Section 1.0, Board of Trustees

XI. NEW BUSINESS

- A. Presentation of "Report on Boise Public Library Main Branch Conditions Analysis" by CH2M HILL
- B. Selection of Meeting Dates for Fiscal Year 2012

XII. ELECTION OF OFFICERS FOR FISCAL YEAR 2012

XIII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Trustee Review for September Vouchers by Baird

XIV. SELECTION OF MEETING DATE

Next Regular Meeting Date, October 5, 2011

XV. EXECUTIVE SESSION: [I.C. 67-2345 (1) (b)] PERSONNEL MATTERS

XVI. ADJOURNMENT

AGENDA NOTES
September 7, 2011

COMMUNICATIONS:

None

CONTINUING EDUCATION:

None

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:

A. Library Strategic Goals for Fiscal Year 2012-2013

A draft copy of the Library's proposed strategic goals for Fiscal Year 2012-2013 is included in the supporting documentation section of this month's packet. Administration will review highlights of the goals, revised vision statement, and review the process library management has engaged in to develop the new goals and strategic plan. The draft is presented for review prior to adoption in October.

Recommended Action: No recommended action – discussion item in preparation for adoption at the October board meeting.

Required Action: No action required.

B. Boise Public Library Policy Review: Section 1.0, Board of Trustees

Beginning this month, the Board of Trustees will review a section of the Library's policy manual and affirm the policy or take action on staff recommendations. William Nation will review this month's section and lead the discussion. No recommended changes to this policy section are recommended.

Recommended Action: No recommended action – discussion item only.

Required Action: No action required.

NEW BUSINESS:

A. Presentation of “Report on Boise Public Library Main Branch Conditions Analysis” by CH2M HILL

John Larson, Architect/Facilitator, from CH2M HILL will review his team’s findings on “Boise Public Library Main Branch Conditions Analysis.” A copy of the report is included in the supporting documentation section of this month’s packet. Larson will also include recommended action to sustain the facility through the next 15 years and an estimated budget for the recommended capital expenses.

Recommended Action: Discussion and information item and acceptance of the report.

Required Action: Motion to accept the “Boise Public Library Main Branch Conditions Analysis” report from CH2M HILL.

B. Selection of Meeting Dates for Fiscal Year 2012

Per Idaho State Code, the Board of Trustees is required to adopt and establish the regular board meeting schedule on an annual basis. A copy of the recommended schedule is included in the supporting documentation section of the meeting packet.

Recommended Action: Approve the Fiscal Year 2012 board meeting schedule.

Required Action: Motion to approve, revise, or reject the Fiscal Year 2012 meeting schedule as presented.

ELECTION OF OFFICERS FOR FISCAL YEAR 2012:

Article IV, Section 1 of the Library Board of Trustees Bylaws states:

The Board shall elect at its annual meeting from its members a President and Vice President who shall serve for a term of one (1) year or until his/her successor is elected. No officer shall serve more than two full consecutive terms.

Recommended Action: Nominate and elect a president and vice president for a one-year term.

Action Required: Nominations and subsequent election of officers.