

**BOISE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
Regular Board Meeting Minutes  
March 2, 2011

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, March 2, 2011, in the Marion Bingham Room at the Main Library.

**BOARD OF TRUSTEES PRESENT:**

Marc C. Johnson, President; A.J. Balukoff, Trustee; Martie Brennan, Trustee; James Thompson, Trustee; and Allie Sisson, Youth Trustee.

**OTHERS PRESENT:**

Maryanne Jordan, Boise City Council Liaison; Kevin Booe, Library Director; Kelley Fleming, Boise City Legal Department; Valora Treshow, Friends of the Library Representative; Conner Bevis, Cole and Ustick Branch Librarian; Chrisanne Brown, Acquisitions and Technical Services Manager; Joanne Hinkel, Community Relations Coordinator; Vicki Kreimeyer, Adult Services Manager; Denise McNeley, Operations and Outreach Manager; William Nation, Main Library/Public Services Manager; Jillian Subach, Collister Branch Supervisor; and Linda Ugrin, Administration Senior Secretary.

**CALL TO ORDER:**

Mr. Johnson called the meeting to order at 11:30 a.m.

ROLL CALL: Baird, absent; Balukoff, present; Brennan, present; Thompson, present; Johnson, present; and youth members Pocock, absent; Sisson, present.

**I. MINUTES**

MOTION by Mr. Thompson and seconded by Mr. Balukoff that the February 2, 2011, regular meeting minutes be approved as presented. All in favor, motion carried.

**II. BILLS AND PAYROLL**

MOTION by Ms. Brennan and seconded by Mr. Balukoff that all bills and payroll be approved as presented. All in favor, motion carried.

**III. COMMUNICATIONS**

None

**IV. CONTINUING EDUCATION**

Librarian Conner Bevis from the Library! at Cole & Ustick gave an overview of his career at Boise Public Library beginning as a page in the Adult Services division through working on his Master of Library and Information Science degree. Mr. Bevis has received two scholarships through the Friends of the Library scholarship program. He thanked the Trustees for their support for staff development.

Mr. Bevis listed the many services that a branch library offers to their customers. Since the opening of the branch in 2009, all expectations have been surpassed. The average monthly visits are 25,000 customers and items checked out are 37,000. He spoke of the current challenges of assisting customers for employment and résumé writing information.

## **V. CONSENT ITEMS**

MOTION by Mr. Balukoff and seconded by Mr. Thompson to approve the consent items through January 31, 2011. All in favor, motion carried.

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

Friends representative Valora Treshow presented information on the upcoming annual spring book sale, April 1-3, 2011. Preview night is on March 31 with Larry Gebert from KTVB broadcasting during the early morning newscast. In response to complaints from the public, the Friends Board of Directors voted to ban booksellers using scanners and hoarding books during preview night at the upcoming sale.

In February, the Board of Directors approved the purchase of five cash registers to be used at their spring and fall book sales. This will accelerate the checkout process and allow collection of Idaho sales tax at point of sale.

In the past three months, online sales of collectible books have generated over \$11,000. These popular collectible items have now been added to the book store.

Mr. Booe noted that in 2010 the Friends raised approximately \$119,000.

## **VII. BOISE PUBLIC LIBRARY FOUNDATION REPORT**

Mr. Booe reported that the Foundation Board of Directors voted not to continue the annual May Basket fundraiser. Last year's sales totaled approximately \$3,000. There are plans to conduct an end of the year fundraiser soliciting donations through direct mail to donors.

Library staff is continuing the work of creating a list of needs for a new Main Library. Marketing strategist Bill Drake is assisting with the process in preparing to visit city groups and organizations sharing the need for a new facility.

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

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

On March 3, *New York Times* best selling author Garth Stein, *The Art of Racing in the Rain*, and on February 26 children's musician and songwriter Jim Gill performed at the Egyptian Theater as part of The Big Read series. Both programs were well received.

The latest statistics report indicates an increase at the Main Library of 8.5% in customer visits from last year. The Hillcrest branch visits were down 18% largely due to construction blocking visibility. System-wide there were over 930,000 items circulated to date.

The House Bill 180 requiring public libraries to provide mandatory Internet filtering on public PCs was ruled by the Attorney General as unconstitutional. The sponsor pulled the bill and made changes and reissued House Bill 205. Mr. Booe presented a letter from Representative Mack Shirley to the Idaho Library Association in response to the Association's concerns. There are still some issues and Mr. Booe may be called upon to testify at the House Education Committee next week. Boise Public's Internet policy gives three choices to customers: 1) filtered access, 2) unfiltered access, and 3) no access.

Ms. Kreimeyer reported that February's First Thursday event was a great success with musical group Shakin' Not Stirred. The group Darkwood Consort will perform on March 4.

There will be a Boise City Planning and Zoning Commission public meeting on March 7 at 6 p.m. in the City Hall Council Chamber. Two of the items on the agenda will be the BRS Architects conditional use permit for an animal hospital and adoption clinic that will be located next to the Library! at Hillcrest. The second item is Rocky Mountain Development conditional use permit for Biological Research and Laboratory in the city warehouse behind the Main Library on 8<sup>th</sup> Street. Mr. Booe will be attending the meeting.

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

There were no questions regarding the administration and managers report included in the written director's report.

## **X. OLD BUSINESS**

### **A. Main Library Vision Project: Site Criteria Review**

Mr. Booe reviewed a standard site criteria adopted in 2000 prepared by Providence Associates Inc. He recommended the criteria be reviewed and updated. If a new design charrette is approved by City Council in the near future, the standard site criteria can give a general guideline to a concept design team.

The nine recommended criteria are site capacity, accessibility, image and visual quality, visibility, demographic patterns, neighborhood compatibility, legal matters, utilities availability, and physiography.

Mr. Booe asked if the Trustees think these standards are still applicable. Mr. Balukoff, Mr. Thompson, and Mr. Johnson commented that yes, the above listed standards set a good criteria for ranking sites. City Council Liaison Jordan encouraged the Trustees to consider the existing location as well as other locations when applying site criteria.

MOTION by Mr. Thompson and seconded by Mr. Balukoff to adopt as outlined in the presented text the site criteria for a new Main Library. All in favor, motion carried.

## **XI. NEW BUSINESS**

### **A. Fiscal Year 2012/2013 Budget Build: Revenue Targets**

Ms. McNeley reviewed the summary report of the revenue budgets by service units for Fiscal Year 2012/2013. There are no projected increases between Fiscal Year 2011 and 2012.

The maintenance and operations budget is due to be presented to the budget office on March 15. The Trustees will review these items at the April 6 board meeting.

The City Council budget workshops are scheduled for June 27-29, 2011.

MOTION by Mr. Balukoff and seconded by Ms. Brennan that the revenue targets be approved as presented. 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 March.

## **XIII. SELECTION OF MEETING DATE**

The next regular Board of Trustees meeting is scheduled for 11:30 a.m., Wednesday, April 6, 2011, in the Marion Bingham Room at the Main Library.

Mr. Thompson added that the Trustees bylaw subcommittee will meet April 8.

City Council Liaison Jordan commented that there is a possibility that state legislation may change the sales tax and/or liquor revenue formula with local government. This would have an enormous impact on the City's budget. She encouraged everyone to monitor potential legislation related to these funding formulas.

## **XIV. EXECUTIVE SESSION:**

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: Balukoff, Brennan, Thompson, and Johnson  
MOTION carried.

Mr. Bevis, Ms. Brown, Ms. Hinkel, Council Liaison Jordon, Ms. Kreimeyer, Ms. Subach; Ms. Treshow; and Ms. Ugrin left the meeting.

The Board recessed to an executive session at 12:50 p.m. regarding real estate matters.

MOTION by Mr. Balukoff and seconded by Ms. Brennan that the meeting go into regular session. All in favor, motion carried.

The Board reconvened into regular session at 1:06 p.m.

**ADJOURNMENT**

There being no further business, Mr. Johnson adjourned the meeting at 1:07 p.m.

**APPROVED:**

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Kevin Wayne Booe  
Library Director

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Marc C. Johnson  
Board of Trustees President