AGENDA AND AGENDA NOTES

DIRECTOR’S REPORT
(The Library Campus Vision Project informational card noted in the Director’s Report will be distributed to the Trustees with their packets and provided at the meeting.)

SUPPORTING DOCUMENTS

- Boise Public Library Policy Review: Subsection 4.03, Fines and Fees and Subsection 6.01, Gifts
  - Cover Page
  - Policy 4.03, Fines and Fees
  - Policy 6.01, Gifts

- Fiscal Year 2019 Budget
  - Government Funds Detail – General Fund (Library Narrative FY 2019)
  - Library – Maintenance & Operating - Summary
  - Library – Major Equipment FY 2019--2023
  - Library - Major Repair & Maintenance FY 2019-2023

- Ada Community Library 2018 Open Access-Annexation Agreement
  - 2018 Open Access-Annexation Compensation Agreement

MISCELLANEOUS

- Library Service Metrics
- Public Library Association (PLA) - Initiatives

BOISE PUBLIC LIBRARY STATISTICS

- System Statistics Reports, February 2018
- Monthly Self-Checkout Statistics
AGENDA
BOISE PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Board Meeting
April 4, 2018, 11:30 A.M.
715 S. Capitol Blvd.
Main Library, Marion Bingham Room

I. MINUTES
   Approval of the February 7, 2018, and the March 7, 2018, Regular Meeting Minutes

II. BILLS AND PAYROLL
    Authorization Requested for Payment of Bills and Payroll

III. COMMUNICATIONS
    None

IV. LIBRARY TRENDS AND ISSUES
    None

V. CONSENT ITEMS
   Upon request of any Trustee, the following consent items may be considered separately:
      A. Acceptance of financial report through February 28, 2018
      B. Gift Fund activity, approval, and acceptance of donations and grants
   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. Boise Public Library Policy Review: Subsection 4.03, Fines and Fees and Subsection
      6.01, Gifts
   B. Main Library Vision Project Update

XI. NEW BUSINESS
   A. Fiscal Year 2019 Budget
AGENDA
April 4, 2018
Page 2

B. Ada Community Library 2018 Open Access-Annexation Agreement

XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Trustee Review for April Vouchers by Baird

XIII. SELECTION OF MEETING DATE

Next Regular Meeting May 2, 2018
AGENDA NOTES
April 4, 2018

COMMUNICATIONS:

None

LIBRARY TRENDS AND ISSUES:

None

ADMINISTRATION AND MANAGEMENT REPORTS:

Trustees may ask management questions on items of interest from the written director’s report.

OLD BUSINESS:

A. Boise Public Library Policy Review: Subsection 4.03, Fines and Fees and Subsection 6.01, Gifts
   Shanna Decker, Interim Public Services Manager, will review staff recommendations for changes to subsection 4.03 regarding fines and fees to be effective October 1, 2018, if approved by the Trustees. There are no changes recommended by staff to subsection 6.01, Gifts. Subsection 6.02, Facility Naming will be reviewed at a later date. This continues the Library Board of Trustees annual policy review for Fiscal Year 2018 as stipulated by the Board’s bylaws.

   Recommended Action: Approval of the recommended changes.

   Required Action: MOTION to approve, revise, or reject recommended changes to subsection 4.03, of the Boise Public Library policy manual. Subsection 6.01 requires no action unless the Trustees direct a change.

B. Main Library Vision Project Update
   Staff will provide an update on the Main Library Vision Project.

   Recommended Action: Discussion item only.

   Required Action: No action is required.

NEW BUSINESS:

A. Fiscal Year 2019 Budget
   Denise McNeley, Library Operations and Outreach Manager, will present Fiscal Year 2019 proposed narrative, equipment, major repair and maintenance, and maintenance and operating budgets for the Board’s review, discussion, and adoption. Highlights
of changes in various line items will be reviewed. The proposed budget will be submitted to the City’s budget office after adoption by the Board.

Recommended Action: Adoption of the Fiscal Year 2019 Library Budget Narrative.

Required Action: MOTION to adopt the Fiscal Year 2019 Library Budget Narrative as presented and forward to City Council for approval.

Recommended Action: Adoption of the Fiscal Year 2019 Library Maintenance and Operating Budgets.

Required Action: MOTION to adopt the Fiscal Year 2019 Library Maintenance and Operating Budgets as presented and forward to City Council for approval.

Recommended Action: Adoption of the Fiscal Year 2019-2023 Major Equipment Budget.

Required Action: MOTION to adopt the Fiscal Year 2019-2023 Library Major Equipment Budget as presented and forward to City Council for approval.

Recommended Action: Adoption of the Fiscal Year 2019-2023 Library Major Repair and Maintenance Budgets.

Required Action: MOTION to adopt the Fiscal Year 2019-2023 Library Major Repair and Maintenance Budgets as presented and forward to City Council for approval.

B. Ada Community Library 2018 Open Access-Annexation Agreement

Library Director Kevin Booe will review and submit to the Trustees for approval the 2018 Open Access-Annexation Agreement between Ada Community Library and Boise City, which is included in the supporting documentation section of the meeting packet. This year, Boise Public Library owes Ada Community Library $544,000.

Recommended Action: Approval of the Ada Community Library Open Access-Annexation Agreement payment and recommendation to forward to Boise City Council for final approval.

Required Action: MOTION to approve the 2018 Ada Community Library Open Access-Annexation Agreement payment as presented and submit to City Council for final approval.