AGENDA AND AGENDA NOTES

DIRECTOR'S REPORT

SUPPORTING DOCUMENTS

- Boise Public Library Policy Review: Section 7.00, Use of the Meeting Rooms
  - Cover Page
  - Policy 7.01, Meeting Rooms
    - Regulation 7.01a, Meeting Room Rules & Guidelines

- Goals and Objectives Fiscal Year 2018 Progress Report
  - City Work Plan – As of 4-17-18

- Fiscal Year 2019 Budget Update
  - Summary - Maintenance and Operating Budgets
  - Major Repair and Maintenance Budgets

- Garden City Public Library 2018 Open Access Compensation Agreement
  - 2018 Open Access Compensation Agreement

- Customer Comment Card Statistics, January-March 2018
  - Customer Comment Card Statistics Report

MISCELLANEOUS


- Public Library Association Conference Report, Philadelphia, PA, March 21-24, 2018, by Ellen Druckenbrod

- Letter from Donna Burns, President, Warm Springs Mesa Neighborhood Association

BOISE PUBLIC LIBRARY STATISTICS

- System Statistics Reports, March 2018

- Monthly Self-Checkout Statistics
AGENDA
BOISE PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Board Meeting
May 2, 2018, 11:30 A.M.
715 S. Capitol Blvd.
Main Library, Marion Bingham Room

I. MINUTES

Approval of the April 4, 2018, Regular Meeting Minutes

II. BILLS AND PAYROLL

Authorization Requested for Payment of Bills and Payroll

III. COMMUNICATIONS

None

IV. LIBRARY TRENDS AND ISSUES

Library Service to Refugees and Immigrants

V. CONSENT ITEMS

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

A. Acceptance of financial report through March 31, 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: Section 7.00, Use of Meeting Rooms
B. Main Library Vision Project Update

XI. NEW BUSINESS

A. Goals and Objectives Fiscal Year 2018 Progress Report
B. Fiscal Year 2019 Budget Update
C. Garden City Public Library 2018 Open Access Compensation Agreement
D. Customer Comment Card Statistics, January–March 2018

XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Trustee Review for May Vouchers by Healy

XIII. SELECTION OF MEETING DATE

Next Regular Meeting June 6, 2018
AGENDA NOTES
May 2, 2018

COMMUNICATIONS:

None

LIBRARY TRENDS AND ISSUES:

Library Service to Refugees and Immigrants
Librarian Renee Addington will report on the services for refugees and immigrants provided at the Library! at Bown Crossing.

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: Section 7.00, Use of Meeting Rooms
   Staff will review section 7.00, Use of Meeting Rooms, of the policy manual with the Trustees. Staff recommends no changes to this section of the manual. This continues the Library Board of Trustees annual policy review for Fiscal Year 2018 as stipulated by the Board’s bylaws.

   Recommended Action: Discussion item only.

   Required Action: No action is required unless the Trustees direct a change in the presented policy.

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. Goals and Objectives Fiscal Year 2018 Progress Report
   Administration staff will review initiatives and report on the progress of the Library’s Goals and Objectives for Fiscal Year 2018. The report is included in the supporting document section of the meeting packet.

   Recommended Action: Discussion item only.

   Required Action: No action is required.
B. Fiscal Year 2019 Budget Update
Denise McNeley, Library Operations and Outreach Manager, will review a few minor changes in the Fiscal Year 2019 proposed maintenance and operating budgets, and the major repair and maintenance budgets that was presented to the Trustees at the April 4 Board meeting.

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 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.

C. Garden City Public Library 2018 Open Access Compensation Agreement
Library Director Kevin Booe will review and submit to the Trustees for approval the 2018 Open Access Compensation Agreement between Garden City and Boise City, which is included in the supporting documentation section of the meeting packet. This year, Boise City will compensate Garden City $55,946.40.

Recommended Action: Approval of the Garden City Public Library Open Access Compensation Agreement payment and recommendation to forward to Boise City Council for final approval.

Required Action: MOTION to approve the Garden City 2018 Open Access Compensation Agreement payment as presented and submit to City Council for final approval.

D. Customer Comment Card Statistics, January-March 2018
Library Director Kevin Booe will review the Customer Comment Card Statistics report for the second quarter Fiscal Year 2018, January-March and identify trends and issues. The report is included in the supporting document section of the meeting packet.

Recommended Action: Discussion item only.

Required Action: No action is required.