The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, July 11, 2018, in the Marion Bingham Room at the Main Library.

Board of Trustees Present:
Dwaine Carver, President; Elizabeth Cooper, Vice President; Denise Baird; Margo Healy; and Tonya Westenskow.

Others Present:
Kevin Booe, Library Director; Kelley Fleming, Boise City Legal Counsel; Shanna Decker, Acquisitions & Technical Services Manager; Sarah Kelley-Chase, Public Services Manager; Denise McNeley, Library Building Operations and Outreach Manager; Diana Cross, Friends of the Library Representative; Holly Funk, Library Communications Manager; Heidi Lewis, Main Library Manager; Linda Brilz, Youth Services Supervisor; Lindsay Zamara, Cole & Ustick Branch Supervisor; Lynette Gould, Boise City Finance Manager; Brandon Records, Boise City Financial Analyst; and Kari Davis, Library Administrative Assistant.

1. **Call to Order and Introductions**
The meeting was called to order by Carver at 11:32 a.m. and a roll call was conducted.

2. **Communications**
None

3. **Minutes- Action Item**
MOTION by Westenskow and seconded by Cooper that the June 6, 2018, regular minutes be approved as written. All in favor, motion carried with Baird refraining due to her absence from the June meeting.

4. **Consent Agenda- Action Item**
a. **Payment of Bills and Payroll**
MOTION by Westenskow and seconded by Cooper that the June 2018 bills and payroll be approved as presented. All in favor, motion carried.

b. **Financial Reports**
MOTION by Healy and seconded by Westenskow to approve the expenditure and revenue report for the period ending April 30, 2018, Gift Fund activity report for April, 2018, and approval and acceptance of donations and grants. All in favor, motion carried.
5. Library Trends and Issues
   None

6. Reports
   a. Friends of the Boise Public Library
      Diana Cross reported that discussions concerning a temporary location for the
      Friends during construction of the new Main Library have started. Cross also
      mentioned the Friends are seeing a large amount of donations and thanked library
      staff for handling the donation drop offs.

   b. Boise Public Library Foundation
      Booe shared that the Foundation met July 10 and will meet through the summer.
      The Foundation is brainstorming ideas for a public session of the fundraising
      campaign. Booe mentioned that assets held by the Foundation are approaching 2.4
      million and continue to increase. All funds are designated for the Main Library
      project.

      Healy indicated the Directors are enthusiastic and supportive and wish to help with
      the project. The Foundation is debating what direction to take with its annual
      fundraiser not wanting to confuse it with fundraising for the new Main Library.

   c. Library Director Report including Administration and Management
      Booe reported that the Library Experience (LX) held on June 15 was a great event.
      The theme was an old fashioned circus and the library was able to showcase why a
      new library is needed. Attendees received a glimpse of behind the scenes
      operations at the Library.

      Booe joined Josh Shapel for First Thursday at the Inn at 500 on July 5. Over 70
      individuals were shown renderings of the new Main Library. Responses were mostly
      positive with questions centering around parking, the Cabin, and the location of the
      new building.

      Linda Brilz will be retiring from Boise Public Library after 47 years of service. Booe
      shared that Brilz is the last current employee to have worked at the Carnegie Library.
      She provided innovative services for kids and teens alike. Brilz stated that the
      Library has been a great place to work and she is excited about the future for the
      organization.

7. Old Business
   a. Main Library Vision Project Update
      Booe mentioned that fundraising efforts were under way. Booe and Chandra Ford
      plan on meeting with the top 20 donors by December. A draft of the case statement
being developed by Carew & Co. has been received and will be used during fundraising meetings. When fundraising efforts reach 60 percent of the goal the Library will apply for a grant with the Kresge Foundation.

Booe shared that five open house sessions on the project will take place July 16-20, one at each library location. Comments will be reviewed by the project team and changes will be presented back to the public during the next session of open houses planned for September.

The Cabin location continues to be a discussion item. The design of the new Main Library would eliminate parking for the Cabin and the design of the outdoor classroom space for the Anne Frank Memorial would encroach on the back door of the building. The building and the land are owned by the City with the Cabin leasing the space for $1 per year. Carver stated that he thought some members of the Cabin Board were in favor of moving the Cabin. Funk indicated that the City is working with the Cabin very closely.

Booe reported that the City is close to an agreement for the parking situation for the new Main Library. Funk stated that current neighbors have been included in conversations concerning plans for the new building.

b. Fiscal Year 2019 Budget Workshop Review

McNeley presented an update to the Trustees on the 2019 budget process. A budget of 69 million in Fiscal Year 2019 and 11 million in Fiscal Year 2020 was approved for a new Main Library.

8. New Business

a. City Growth Focus Group Information

Booe reviewed with the Trustees the City’s Growth Focus Group workshops which were attended by over 300 citizens. Comments were recorded visually through an artist as well as in word format.

Booe indicated that engaging individuals in these conversations is positive. Another round of focus groups will take place in September.

9. Selection of Trustee to Review Payment Vouchers

Baird was selected to be the next Trustee to review vouchers for July.

10. Selection of Meeting Date

The next regular Board of Trustees meeting is scheduled for Wednesday, August 1, 2018, 11:30 a.m. at the Main Library in the Marion Bingham Room.
11. Adjourn
MOTION by Healy and seconded by Cooper to adjourn at 12:39 p.m. All in favor, motion carried.

Approved:

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Kevin Booe, Library Director    Dwaine Carver, President