



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

Boise Public Library Board of Trustees Regular Meeting Agenda

Wednesday, November 12, 2025, 11:30 a.m. • Library! at Cole & Ustick, Sagebrush Room,
7557 W Ustick Rd, Boise, ID 83704

Public can attend the meeting in person or via YouTube at the following link:

<https://www.youtube.com/channel/UCJo0NAsCybsN0DtzuAI3LGA>

BOARD OF TRUSTEES Ron Pisaneschi, President Nicole Trammel Pantera, Vice President Evelyn Johnson Reshma Kamal Brian Klene	MISSION The Boise Public Library's mission is to provide access and opportunity for everyone by connecting people to ideas, information, and community.
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MAIN LIBRARY
715 S. Capitol Blvd., Boise, Idaho 83702
P: 208-972-8200 | TTY: 800-377-3529

LIBRARY! AT
BOWN CROSSING
P: 208-972-8360

LIBRARY! AT
COLE & USTICK
P: 208-972-8300

LIBRARY! AT
COLLISTER
P: 208-972-8320

LIBRARY! AT
HILLCREST
P: 208-972-8340

BOISE CITY COUNCIL: Colin Nash (President), Meredith Stead (President Pro Tem), Kathy Corless, Jimmy Hallyburton, Jordan Morales, Luci Willits

BOISEPUBLICLIBRARY.ORG

AGENDA

Boise Public Library Board of Trustees Regular Meeting Agenda

Wednesday, November 12, 2025, 11:30 a.m. • Library! at Cole & Ustick, Sagebrush Room,
7557 W. Ustick Rd., Boise, ID 83704

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1. Call to Order and Introductions

2. Communications

None

3. Minutes-Action Item

September 10, 2025, Regular/Annual Meeting

4. Consent Agenda-Action Item

All matters on the consent agenda are considered routine and may be approved in a single motion. A trustee may ask that an item be removed from the consent agenda and considered separately.

a. Payment of Bills and Payroll

b. Financial Reports

Year-to-Date through September 30, 2025

Gift Fund activity for August 2025

Gift Fund activity for September 2025

5. Reports

a. Friends of the Boise Public Library

b. Boise Public Library Foundation

c. Library Director including administration and management

6. Requests for Reconsideration

None

7. Old Business

a. Boise Public Library Policy Review:

Section 1.00, Board of Trustees

Library Public Services Manager Sarah Kelley-Chase will review section 1.00 of the Boise Public Library Policy Manual with the Trustees. The staff recommends no changes to this section of the policy manual. This is a discussion item only and requires no action unless the Trustees direct a change in the presented policies.

Section 2.00, Personnel

Library Public Services Manager Sarah Kelley-Chase will review section 2.00 of the Boise Public Library Policy Manual with the Trustees. The staff recommends no changes to this section of the policy manual. This is a discussion item only and requires no action unless the Trustees direct a change in the presented policies.

This begins the Library Board of Trustees annual policy review for Fiscal Year 2026

as stipulated by the Board's bylaws.

b. Facility Plan Update

Library Director Jessica Dorr will discuss next steps to continue work on the Library Facility Plan following the October joint work session with Boise City Council. A memo to inform the discussion is included on page 43.

c. Capital Project Update

Library Director Jessica Dorr and Lindsay Erb, City of Boise Public Works Senior Project Manager will share with Trustees a plan to create a ten-year forecast for major repair and maintenance needs and budget requests.

8. New Business

a. Library Fiscal Year 2025 Rebudget Requests- Action Item

The Library is requesting rebudgets totaling \$6,901,447 from Fiscal Year 2025 into the Fiscal Year 2026 budget. A copy of the Library's rebudget list is included on page 57 of the meeting packet.

Action: A motion to approve the 2025 rebudget list as recommended and forward to Council for consideration will be requested.

b. Library 2026 Closure Calendar- Action Item

The list of Library recommended closures and reduced hours in 2026 is included on page 58 of the meeting packet. The closure list includes a request to close all locations on Monday, October 12, 2026 for a staff in-service day.

Action: A motion to approve the recommended closures and reduced hours for calendar year 2026 will be requested.

9. Selection of Trustee to Review Payment Vouchers

Trustee review for vouchers by Pisaneschi.

10. Selection of Meeting Date

Next regular meeting on Wednesday, December 10, 2025.

11. Adjourn

Any person needing special accommodations to participate in the above notice meeting should contact the library administration office at 208-972-8258 no later than three working days before the scheduled meeting.

BOISE PUBLIC LIBRARY

Library Director's Report

November 2025

Operations

Hours and Services Status

As approved by the Board, the Downtown Library was closed to the public Tuesday, September 1st through Sunday, September 7th in preparation for the First Floor Renovation Project. All materials, collections, and service desks were moved off the floor. The Downtown Library reopened to the public on Monday, September 8th on the Second and Third Floors. All other locations experienced normal operations during September without the need for adjustments to hours or services for any reason.

Also as approved, the Library was closed on Monday, October 13th for a Library Staff In-Service Day. On Wednesday, October 29th the Library! at Cole and Ustick reduced service because all public restrooms were unavailable due to a sewer line blockage. At around 2pm, Cole and Ustick moved to curbside service and then closed entirely at 6pm to allow Facilities staff to work with a plumbing team to remove the clog and clean the public restrooms. Cole and Ustick reopened to the public with full service on Thursday, October 30th.

Carnegie Corporation of New York

On October 22nd the Library learned it would be the recipient of a \$10,000 gift from the Carnegie Corporation of New York. In honor of the 250th anniversary of the signing of the Declaration of Independence, the Corporation is making this [gift](#) to Boise Public Library and all Carnegie Libraries nationwide. This unrestricted funding will be distributed in January of 2026 and will be used by the Library to commemorate the founding of our country.

Learning Lab MOU

On September 12, 205 the Library and the Learning Lab extended a Memorandum of Understanding (MOU) from September 12, 2025 to May 31, 2026. The MOU was originally created to support the Learning Lab's use of the Library! at Cole and Ustick for classes and was approved and signed by the Board of Trustees during the September 2024 meeting. The extension was agreed upon based on a successful implementation of the MOU to date and will continue to be reviewed periodically.

Invitation to the Board of Trustees

The Boise Public Library Foundation will be tabling at branch locations in support of their "\$25 for 25" campaign. Trustees are invited to stop by branch locations at the following dates and times to connect with Foundation Board Members:

- Saturday, November 15th from 10am to 2pm
 - Cole and Ustick
 - Collister
 - Hillcrest
- Friday, December 5th from 4pm to 6pm
 - Bown Crossing

Administration and Management Reports:

Programming

Boise Comic Arts Festival XIII

From Friday, August 29th thru Sunday, August 31st, Boise Public Library celebrated the 13th annual Boise Comic Arts Festival (BCAF). This year's event took place at Boise Centre. It was made possible through the generous financial support of the Boise Public Library Foundation. It featured several new programs, thirty-two guest creators from across the country, and the return of Wrestle Club.

This year we again worked with the Boise School District to arrange school visits for our guest creators on Friday. Guest creators visited 15 area schools and presented to 18 classrooms or student groups, ranging from high school AP drawing classes to auditoriums full of elementary students. All told, almost 1,000 students had the opportunity to engage with guest creators. One guest creator also visited the College of Idaho and met with students and faculty.

During the main event on Saturday and Sunday, we hosted cosplay competitions, presentations, performances, and an Artists' Alley with over 130 creators, vendors, and exhibitors. Over 2,682 people participated in the many and diverse programming opportunities on offer. New this year were Pokémon Tournaments and activities in the Grove Plaza, including LARP demos, Wrestle Club, and Idaho Armored Combat demos. The Nampa Public Library Bookmobile was also on the plaza, signing people up for library cards. This year also saw the release of the second Boise Comic Arts Festival comic – *BCAF Presents...* with artwork by local creator Alieha Dryden. As always, all BCAF events were free to attend. The total attendance for the weekend was 11,604.

Other Programming Highlights:

- Multiple branches hosted Halloween and Harvest [activities](#) for all ages.
- The Hillcrest Front Porch (HFP) is a brand-new space for stories, creativity, and connection! Located in the area formerly occupied by Step Ahead, Downtown and Hillcrest Library staff have begun using it for programs for all ages. Just turn left once inside the Library! at Hillcrest. The current slate includes Toddler Storytime (ages 2-3), Create & Connect (ages 5-13), Teen Hangout (ages 12-17), Pajama Storytime (ages 0-5 and Families), and Music & Movement (ages 0-5). Find these programs and more on our calendar, filter for the Library! at Hillcrest.

Staff Development

Best In-Service Day Ever, Vol. II: Gather and Grow

On Monday, October 13th, all library staff were invited to attend the 2025 Best In-Service Day Ever Vol. II: Gather and Grow at the Shrine Social Club. As part of our strategic commitments to investing in a highly trained and well-supported workforce and strengthening connections with community organizations, the day focused on professional development, connection with each other, wellness, and connection with community partners.

The morning included small and large group [Futures Thinking](#) activities focused library users across age groups. At noon, eighteen representatives from internal city partners and community organizations were invited to join our team for lunch chats and our keynote speaker, Christina Bruce-Bennion. Christina's message brought hope, encouragement, and appreciation for our collective impact.

We also thank Mayor Lauren McLean and Library Trustees Ron Pisaneschi and Nikki Pantera for sharing inspiring remarks and participating in the day. The Library REC team created afternoon activities—including trivia, art and crafts, and music—to encourage connection and fun among staff.

The event was shaped by feedback from last year's survey, and a new survey is underway to help guide future planning. Thank you to our Library Trustees for supporting staff by allowing us this dedicated day to learn, connect, and better serve our community.

Community Partners

- Library managers presented at the [Boise Neighborhood Interactive Conference](#) hosted by the City of Boise and Energize Our Neighborhoods. The presentation was titled Community Building with Boise Public Library which helped over 40 participants develop a plan to help grow their communities within their neighborhoods.
- In the months of September and October, the Community Resources Coordinator created a new approach to transportation access (bus passes) to ensure that community members would have an option to visit other library locations or spaces in the community, both while the Downtown Library was closed for a week and after it reopened in its temporary configuration with reduced seating. She also launched a consistent approach to hygiene kits for the system, emphasizing connection with staff and resources and the collection of usage data.
- In October, Library! at Bown Crossing hosted early voting for Ada County Elections and had some of the highest polling numbers in the county.
- Library! at Bown Crossing partnered with the American Red Cross for a community blood drive and with Ada County Emergency Management to present information on emergency and disaster preparedness.

Communications

Monthly Email Newsletter: [September](#)

- Sent September 4, 2025, 14,145 successful deliveries
- Content included:
 - 1000 Books Before Kindergarten Program (1st joint program with Meridian Library District and Ada Community Library)
 - Library Card Signup Month
 - Alan Heathcock Writer-in-Residence
 - BCAF Thanks and Survey
 - Energize Your Neighborhood Event
 - Constitution Day
 - Storytime in the Grass at Bown Crossing
 - Mergent Intellect
- 61.49% opened/read the newsletter (8,698 out of 14,145 successful deliveries) / Click-through Rate 3.15% (274)

Monthly Email Newsletter: [October](#)

- Sent October 17, 2025, 14,202 successful deliveries
- Content included:
 - Community STEAM Day with Onramp and Boise State
 - Writers-in-Residence announced
 - Halloween Events
 - Round Up for Reading at Sockeye Grill & Brewery (to benefit the BPL Foundation)
 - Energize Your Neighborhood Event
 - Readworthy on the Move
 - Readworthy / Signing Social Spotlight
 - O'Reilly

- 58.37% opened/read the newsletter (8,290 read out of 14,202 successful deliveries) / Click-through Rate 4.54% (376)

Ultimate Book Nerd Newsletter: [September UBN](#)

- Sent September 26, 2025, 1,224 successful deliveries
- 67% opened/read the newsletter (820 out of 1,224 successful deliveries) / Click-through Rate 10.49 (86)

Ultimate Book Nerd Newsletter: [October UBN](#)

- Sent August 25, 2025, 1,242 successful deliveries
- 42.91% opened/read the newsletter (533 out of the 1,242 successful deliveries) / Click-through Rate 9% (48)

Other Marketing Notes

- 1000 Books Before Kindergarten on [KTVB](#) (Sept 16, 2025)
- Boise Dev article on the Library's facilities plan/Board of Trustees joint session with City Council on October 14, 2025, <https://boisedev.com/news/2025/10/14/library-facilities-plan/>
- Since June 2025, when we shifted our social strategy to more video and higher-value content, we have increased our Instagram followers by 8.2% (6,896 followers to 7,462)

DOWNTOWN LIBRARY IMPROVEMENTS, COLE & USTICK BOOK SORTER & LIBRARY FACILITIES PLANNING PROJECT STATUS REPORT

Project Start Date:	Summer 2022	Estimated Finish Date:	Ongoing
Project Manager:	Lindsay Erb	Department:	Library

PROJECT STATUS:

Period Covered:	October 2025
Project Summary	▪ <u>Downtown Library</u> numerous major repair and maintenance items that need to be addressed to give the library additional years of life, along with space reconfigurations to better serve the public. This work will consist of a program of projects to occur over several years based on project prioritization and budget. ▪ <u>Cole & Ustick Library</u> new book auto sorter and tenant improvements. ▪ <u>Library Facilities Master Planning</u> to address facilities needs for the next 20 years which will be utilized to aid in future decisions about location, size, design and functions of library facilities as well as to better understand staffing needs and potential funding options.
DOWNTOWN LIBRARY IMPROVEMENTS UPDATE	<u>1st Floor Renovations and Deferred Maintenance:</u> ✓ Project Scope: Includes 1st story portion of building only which includes renovations to information desk, Hayes auditorium, collections, and youth services areas. ✓ Deferred maintenance / building systems upgrades will be part of this project scope which includes updates and modifications to the existing mechanical, electrical, plumbing, and fire alarm. Status: • Construction has begun!! • Furniture Planning is ongoing. • Exterior Facade and Window improvements scope of work will go out to bid in the spring FY26. <u>Major Parking Lot Replacement</u> ✓ Project Scope: Includes replacing existing parking lot storm drainage system and reconfiguring vehicular access, circulation, parking, bike / pedestrian traffic, geothermal line replacement feeding library, landscaping, and site amenities (Book Drop location). ✓ South end of parking lot – completed per status update below. Status: • Schematic design is complete, and pricing received from CM Co for FY27 budget request preparation. • The South end of parking lot was completed with Capital City Development Corporation work at Anne Frank Memorial and greenbelt re-alignment project at end of 8th Street to tie geothermal line connecting Capitol Blvd and 8th Street lines into existing line feeding the library. Construction has completed. • New geo-thermal service line being installed on north side of the parking lot. Coordination between Guho and CM Co ongoing for

	connection inside the building. Work was completed in September 2025. - Engagement with Arts and History and Community Engagement has begun to support existing and future art opportunities and wayfinding signage <u>Brick repairs/ Window Replacements</u> ✓ Project Scope: Repair exterior cracks in mortar & window replacement for 2nd – 4th floors. Status: - Out to bid in early spring '26. - Work is tentatively planned to begin Spring 2026, pending budget is aligned with bidding climate. <u>Elevator Upgrades – 4 story</u> ✓ Project Scope: Upgrade elevator in 4 story with an Machine Room-Less traction system. This will remove the hydraulic mechanics and replace car completely to have a better overall performance and eliminate the risk of down time due to unexpected underground leaks. There is anticipated energy savings with this type of installation. Status: - Drawings are currently under review with Idaho Department of Occupational Professional Licenses and anticipating receiving quotes from Schindler early November - Elevator report was completed in 2022 with recommendations for elevator improvements over the next 4-7 years.
COLE & USTICK AUTOSORTER UPDATE	Scope: Installation of new book auto sorter and tenant improvements to accommodate new auto sorter and staff model update and associated furniture needs. Status: Complete!!
BOWN CROSSING AUTOSORTER UPDATE	Scope: Installation of new book auto sorter and tenant improvements to accommodate new auto sorter and staff model update and associated furniture needs.
LIBRARY FACILITIES PLANNING UPDATE	Scope: Assess space utilization, develop and implement a community engagement process to ensure alignment with strategic planning goals and the community, develop recommendations/ alternatives to close the gap with cost estimates, develop various models for new facilities including recommended approach and locations, sizes, and types which includes options for phasing and preparing a 20-year implementation schedule. Status: Facility Plan reviewed in joint Board and Council meeting. Council has asked for additional information from Public Works and Library.

Overall Project Health	Summary: Downtown Library: 1st floor renovations with deferred maintenance items are anticipated to be completed by fall of 2026. Major parking lot replacement construction is estimated to begin in fiscal year 2027 when funding is available. Cole & Ustick Library: Completed on time and on budget Library Master Facilities Planning: On budget & schedule
Highlights	Downtown Library: Construction is underway. Facility Master Plan has been shared with City Council, Library Board of Trustees, and public. Cole & Ustick Library: Complete Library Master Facilities Planning: Master Facility Plan is in review with both Council and Board.

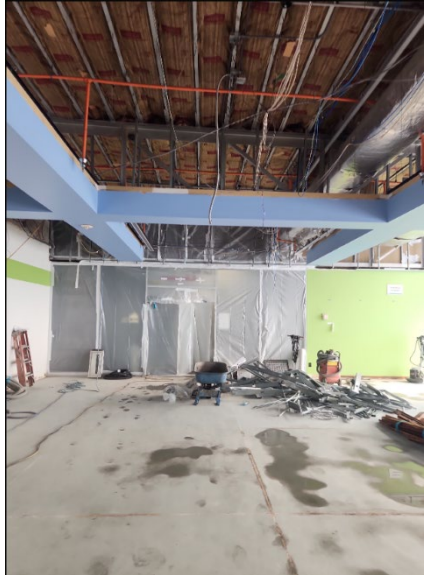
PROJECT COMPONENTS:

Component	Status	Notes
Scope		Public Works is continuing to review the program of projects to determine proper prioritization based on the information provided in the condition assessment report, efficiencies, and budget.
Budget		The budget will continue to be monitored as we receive estimates and bids to determine the work that can be completed this fiscal year. We have City contingency set aside for each project to ensure we have funding for any potential change orders during construction.
Schedule		Any project specific schedule delays will be noted in the bid package updates section.
Risks		Construction market challenges, including finding multiple bidders and pricing. 1 st floor renovation project will include deferred maintenance and full electrical replacement for the building. Electricians are in high demand with large scale projects under construction in the valley. Pending tariffs could cause spikes in construction costs.

SCOPE MANAGEMENT:

Status	Discussion
Accomplished	Downtown Library: • Auto sorter room construction • Roof replacement & lighting upgrades along parapet • 4th floor & partial 1st floor tenant improvement • Minor Parking Repairs • East & West stair railing work • Visioning work to establish alignment for interior design materials & finishes • Fire pump replacement

	• Restroom/ plumbing construction work (1st through 4th floors- 4 Story Portion)
Planned	Downtown Library: • 1st floor renovations and building systems upgrades • Exterior brick repairs/ window replacements • Major parking lot replacement • Elevator Replacement



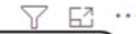


BOISE PUBLIC LIBRARY

Library Statistics Report to the Board of Trustees | November 2025

Active Cardholders

Active Card Holders



39570



Boise Downtown
Library

12304



Boise Cole and Ustick
Branch

8575



Boise Bown Crossing
Branch

4462



Boise Hillcrest Branch

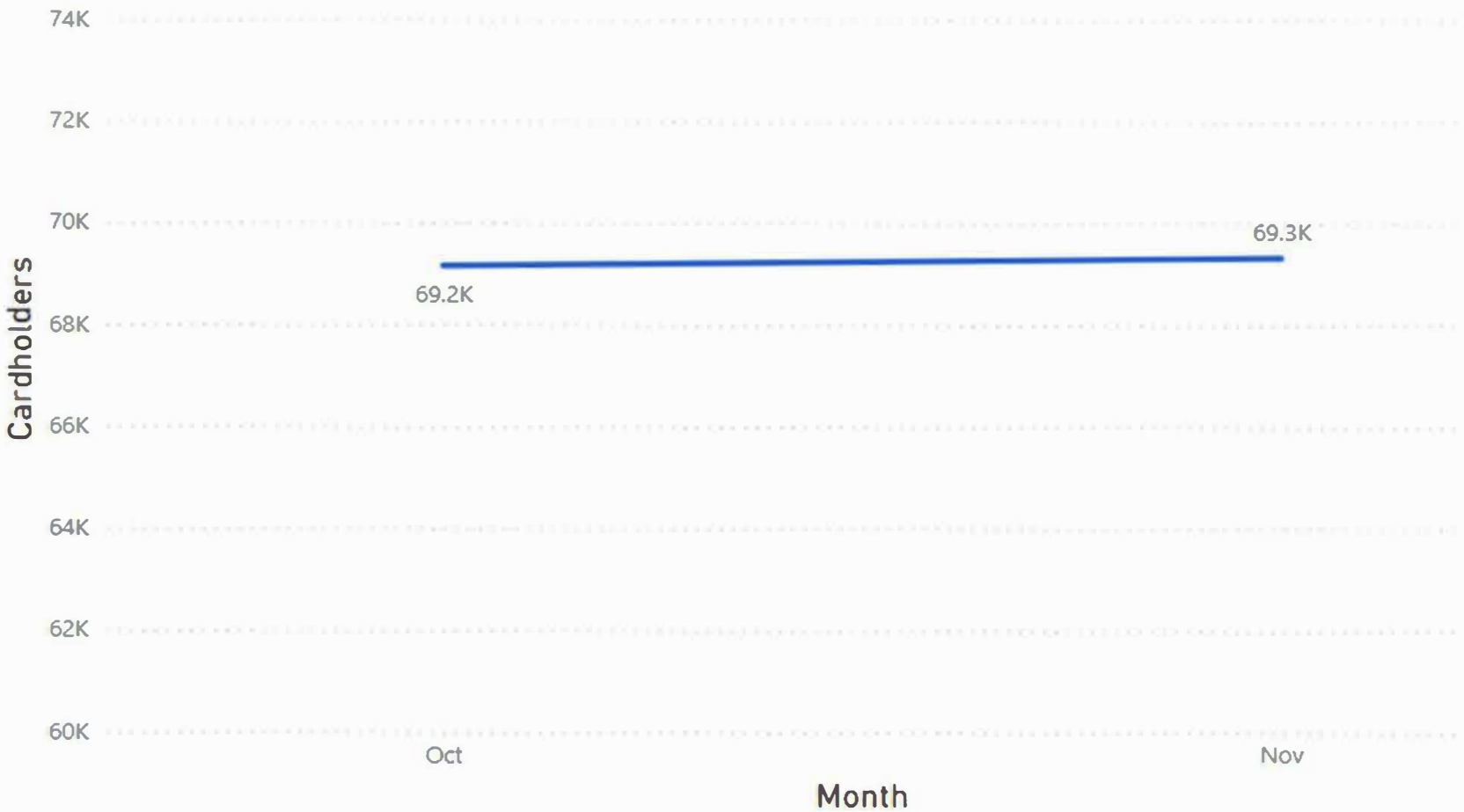
4413



Boise Collister Branch

69,324
Active Cardholders

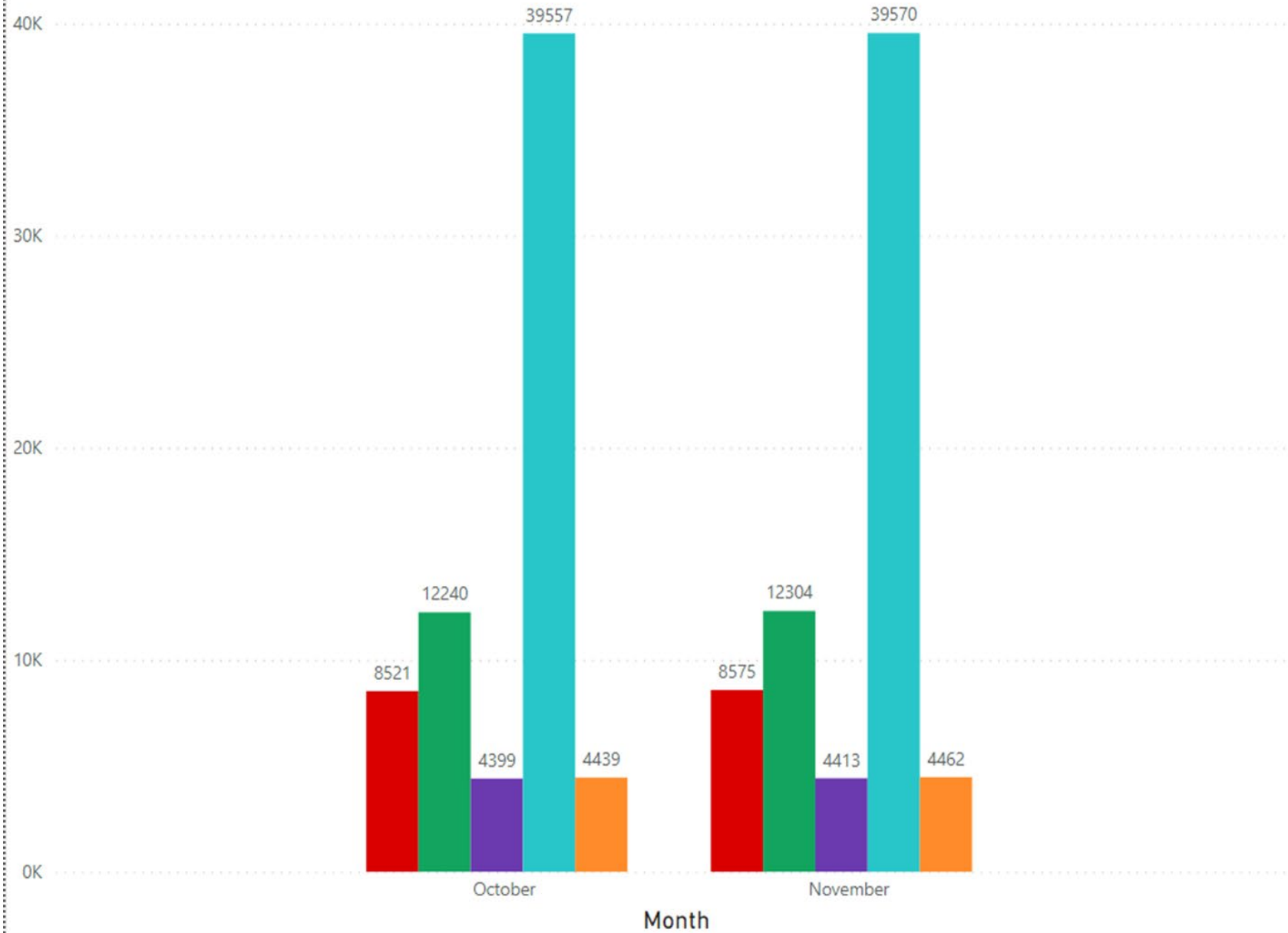
Cardholders by Month FY26



Active Cardholders by Month and Branch



Branch ● Bown Crossing ● Cole and Ustick ● Collister ● Downtown ● Hillcrest



In-Person Visits

60,789

YTD through Last Month

60,789

Prior Month

72,459

Prior Month Prior Year

-16%

Month Percent Change

60,789

YTD Fiscal

79,404

LastYTD Fiscal

-23%

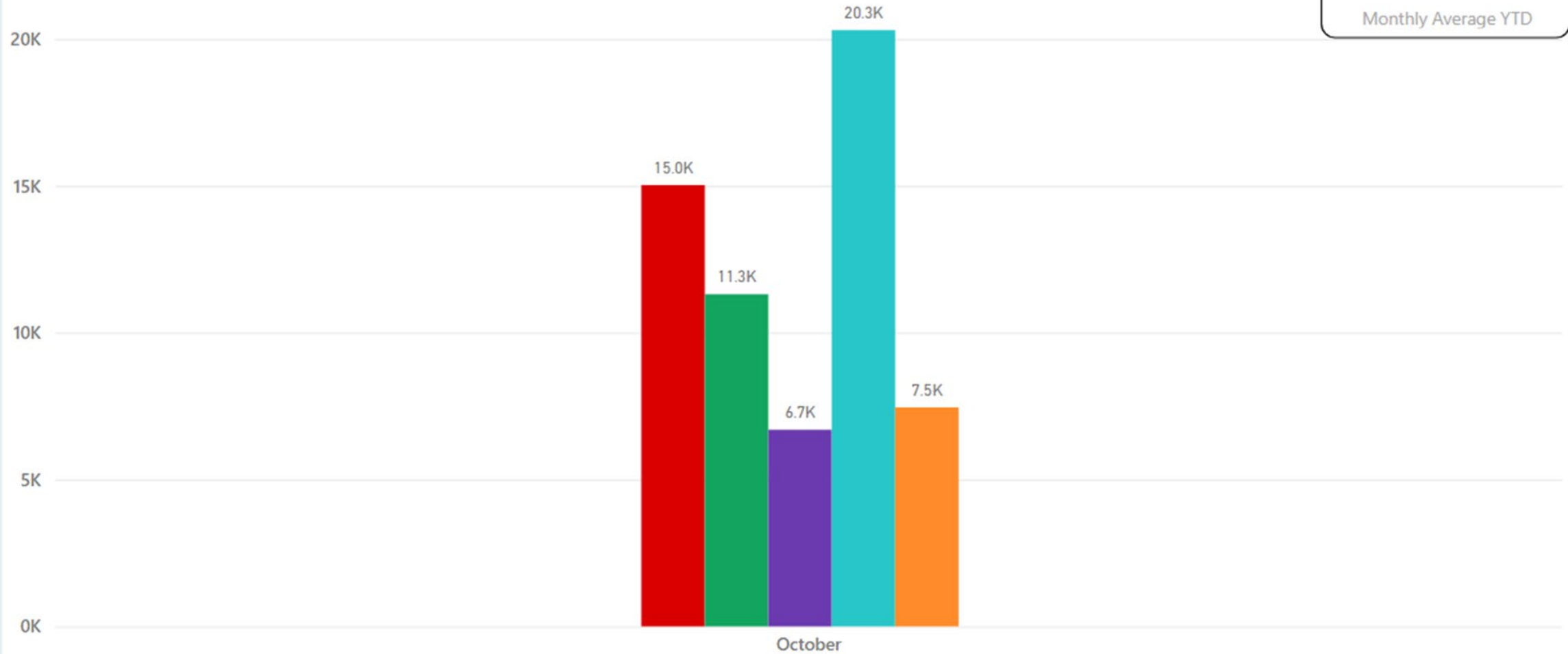
YTD Percent Change

In-Person Visits Fiscal Year 26

60,789

Monthly Average YTD

● Bown Crossing ● Cole & Ustick ● Collister ● Downtown ● Hillcrest



60,789

Prior Month

72,459

Prior Month Prior Year

-16%

Month Percent Change

60,789

YTD Fiscal

79,404

Last YTD Fiscal

-23%

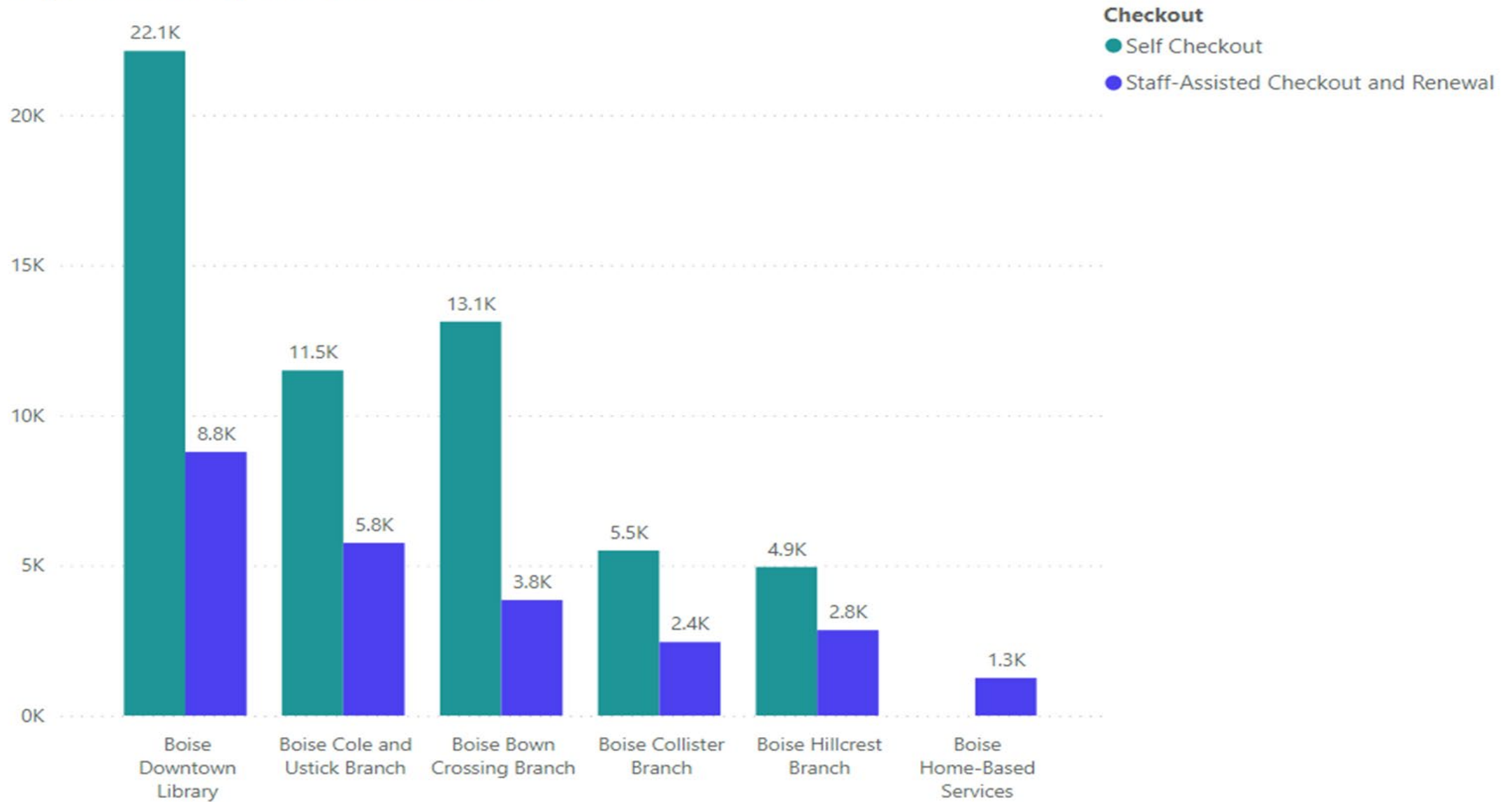
YTD Percent Change

Total In-Person Visits by Year



Physical Circulation

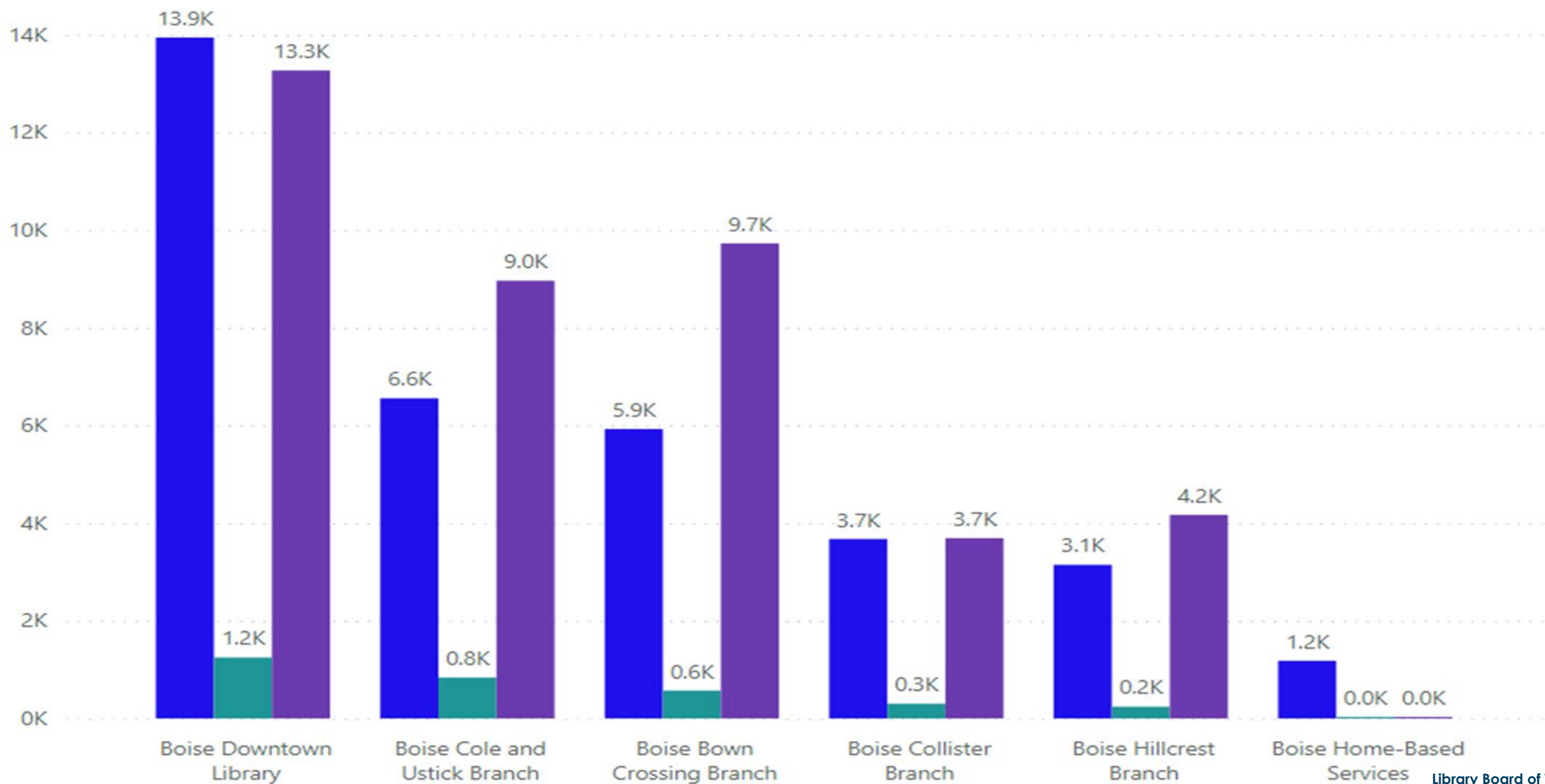
Physical Circ by Location FYTD26



Physical Circulation by Audience FYTD '26



Audience ● Adult ● Teen ● Youth



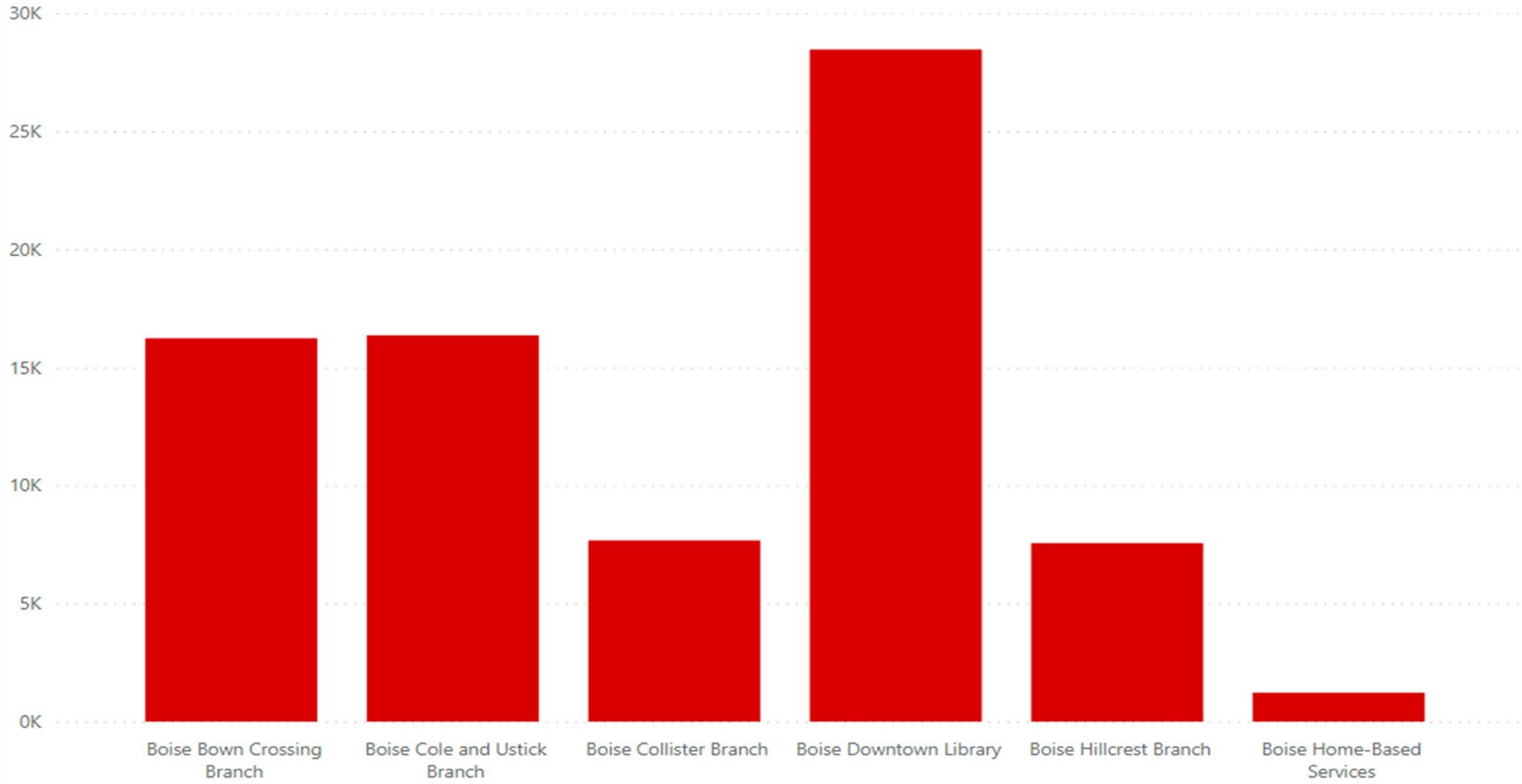
Physical Circulation - Fiscal Year '26



Physical Circulation for Fiscal Year '26



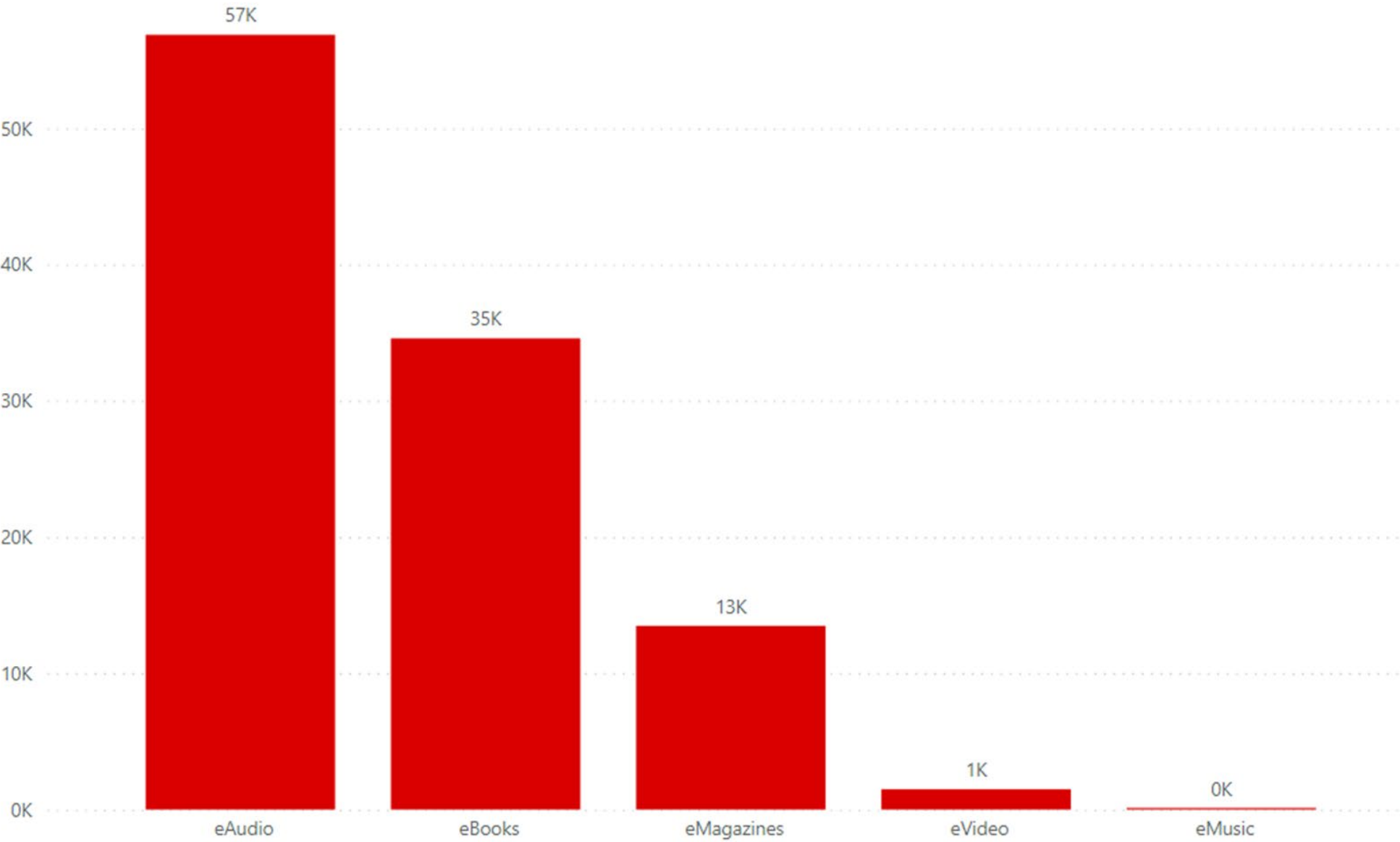
Month ● October



Digital Circulation

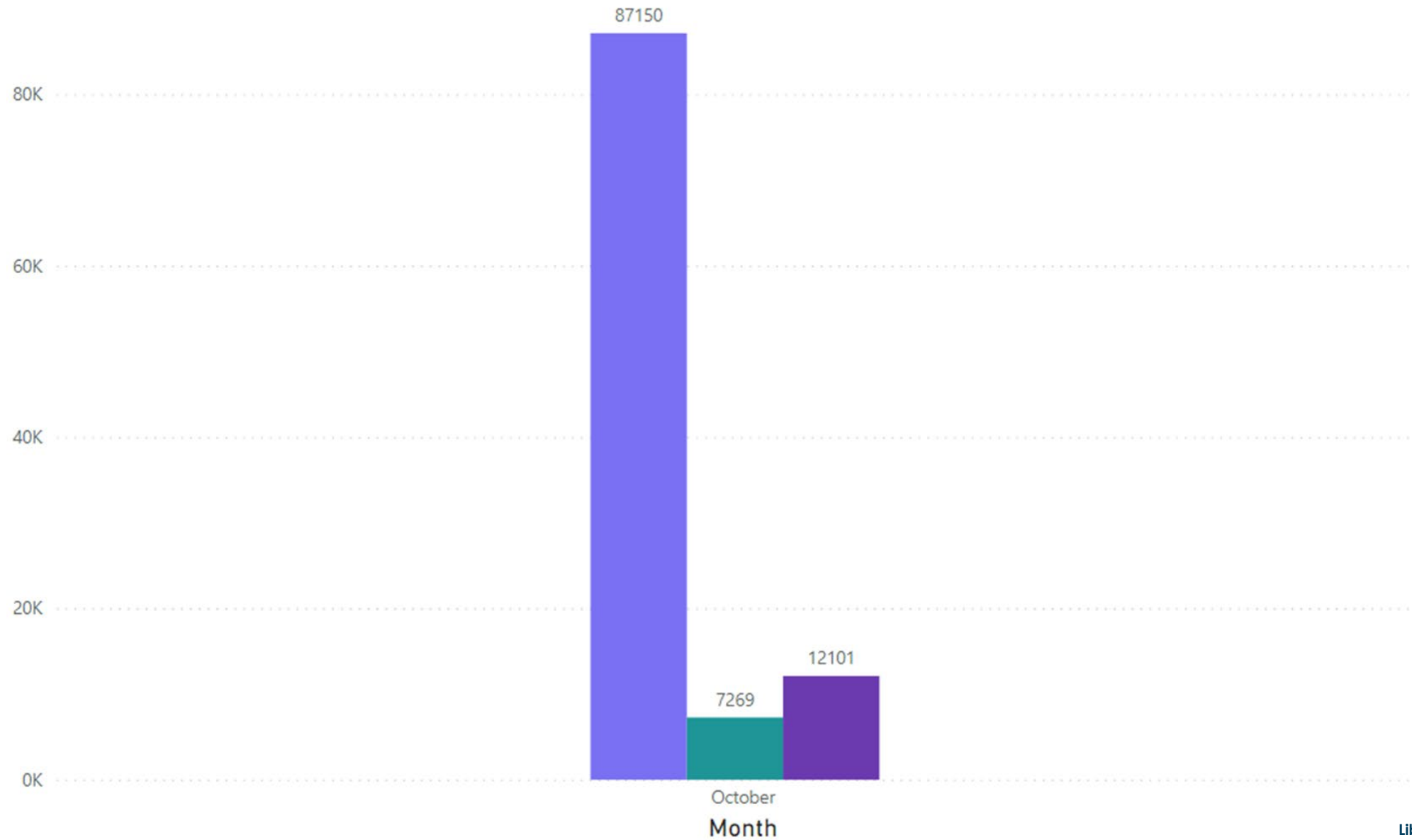
Digital Circulation by Format FY '26

Month ● October

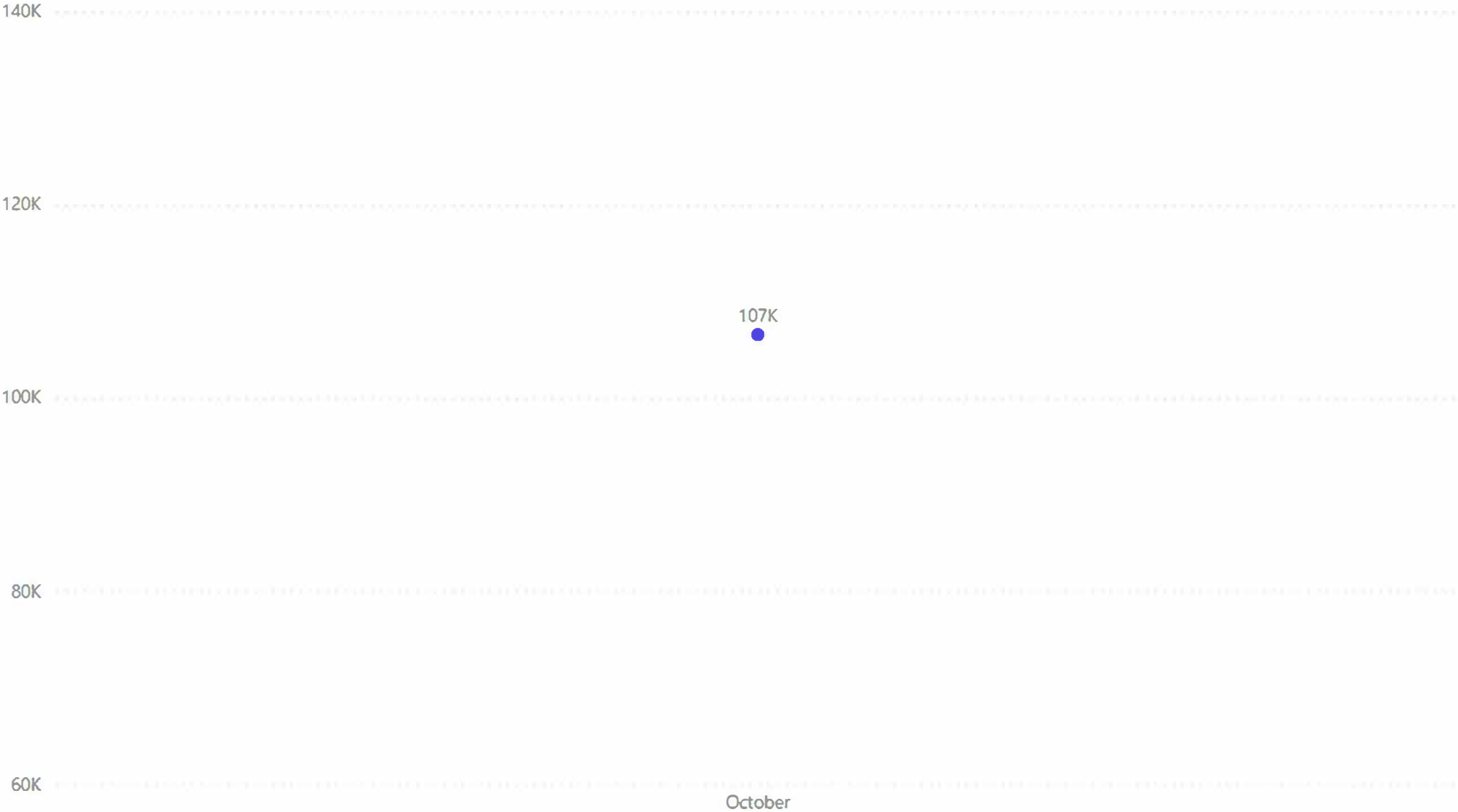


Digital Audiences by Month - FY26

Audience ● Adult ● Teen ● Youth



Digital Circulation by Month - FY26



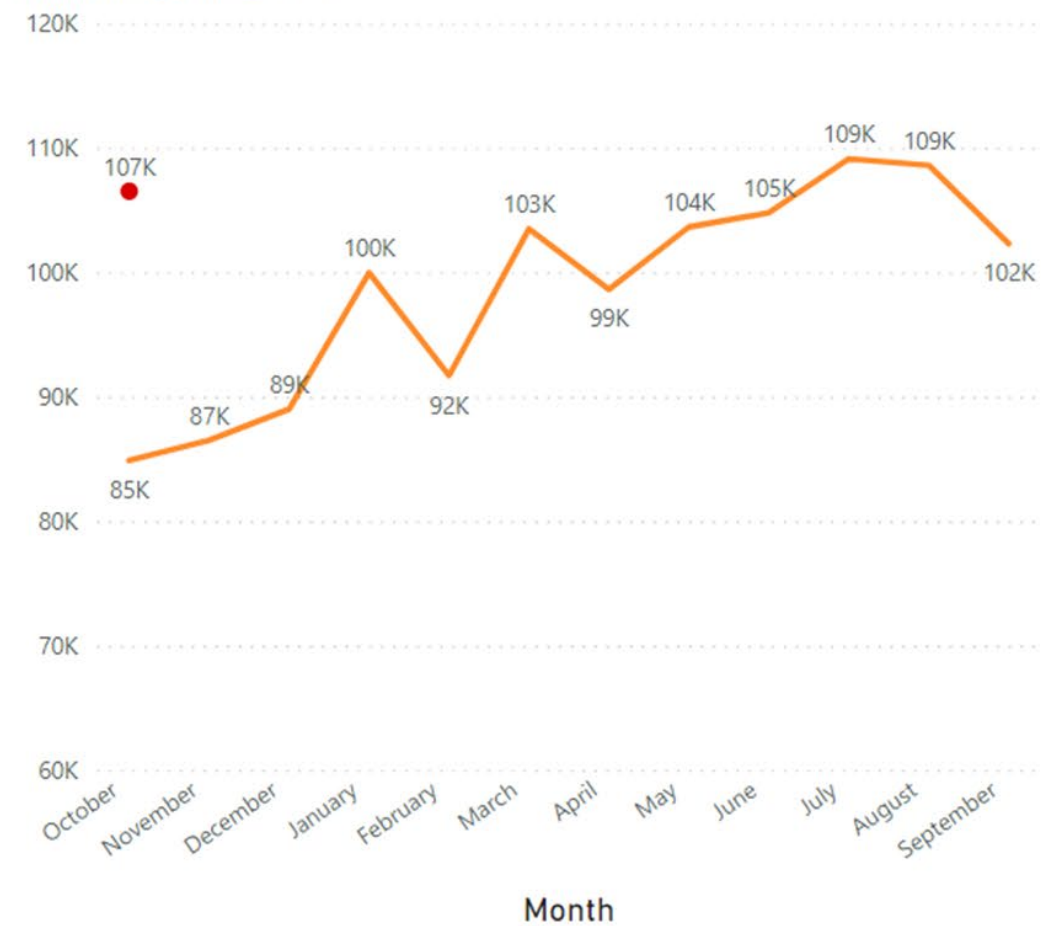
Physical and Digital Circulation FY26

● Digital ● Physical



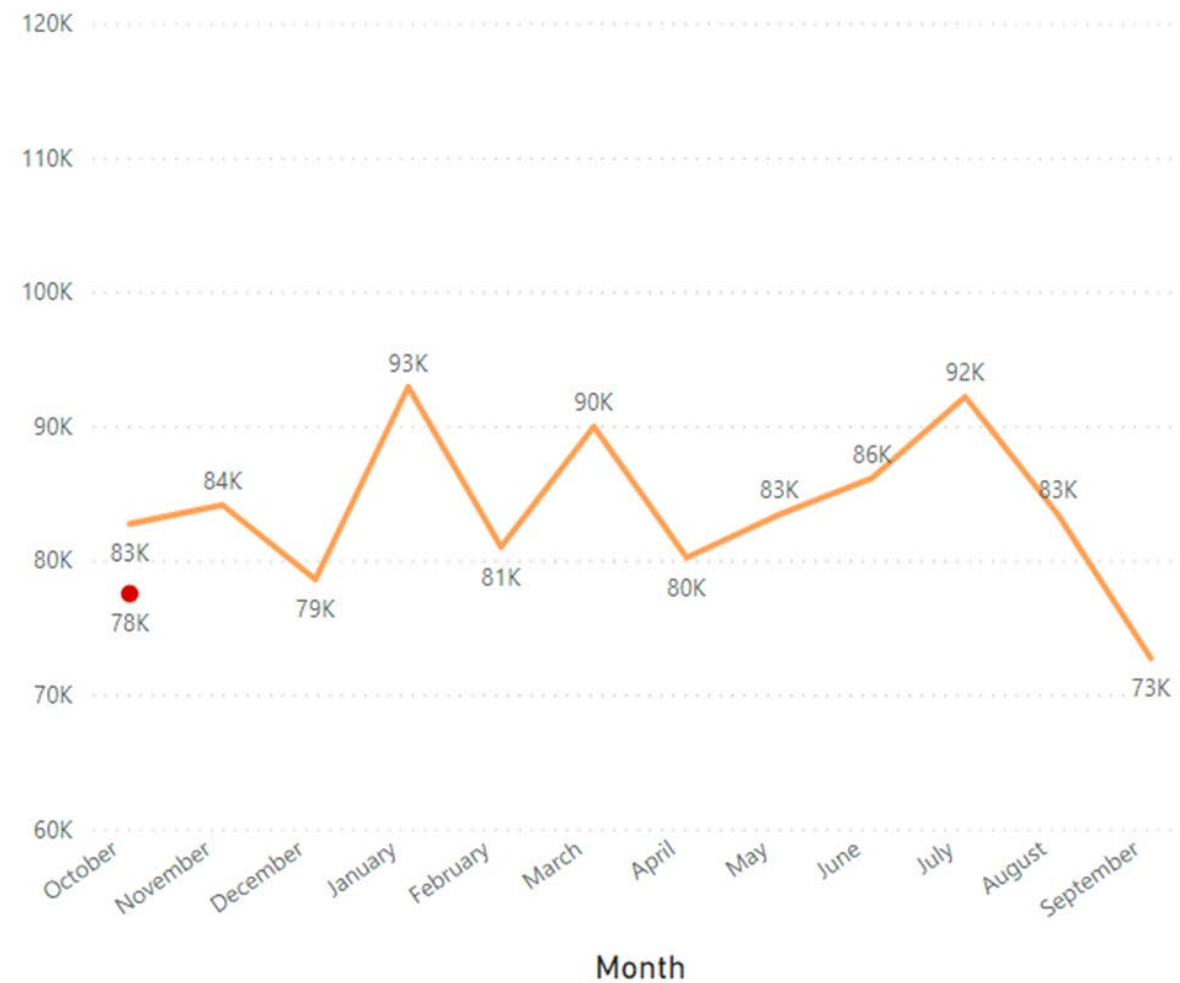
Digital Circulation Historic

FiscalYear ● 2025 ● 2026



Physical Circulation Historic

FiscalYear ● 2025 ● 2026



Reference

Question Count by Desk and Location FY26

Location ● Desk ● Greeter 2nd ● Info Services

5K

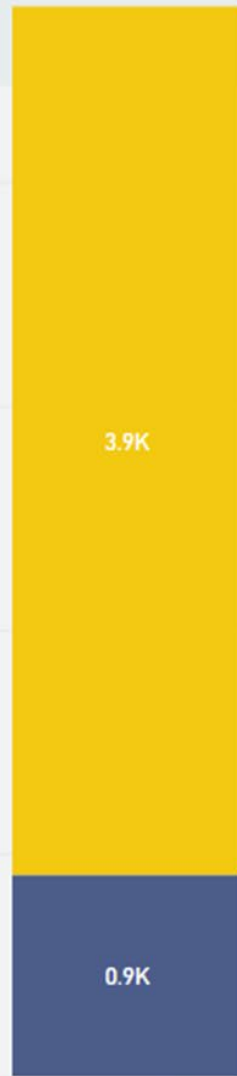
4K

3K

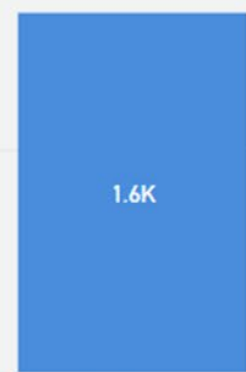
2K

1K

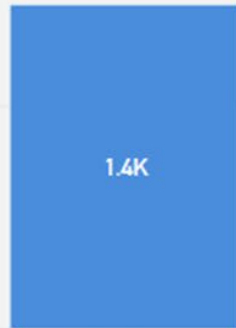
0K



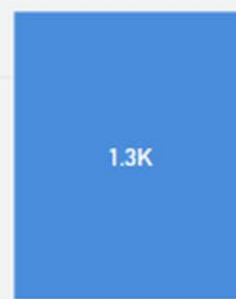
Downtown Library



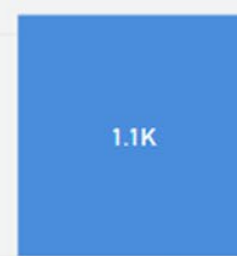
Library! at Cole & Ustick



Library! at Hillcrest



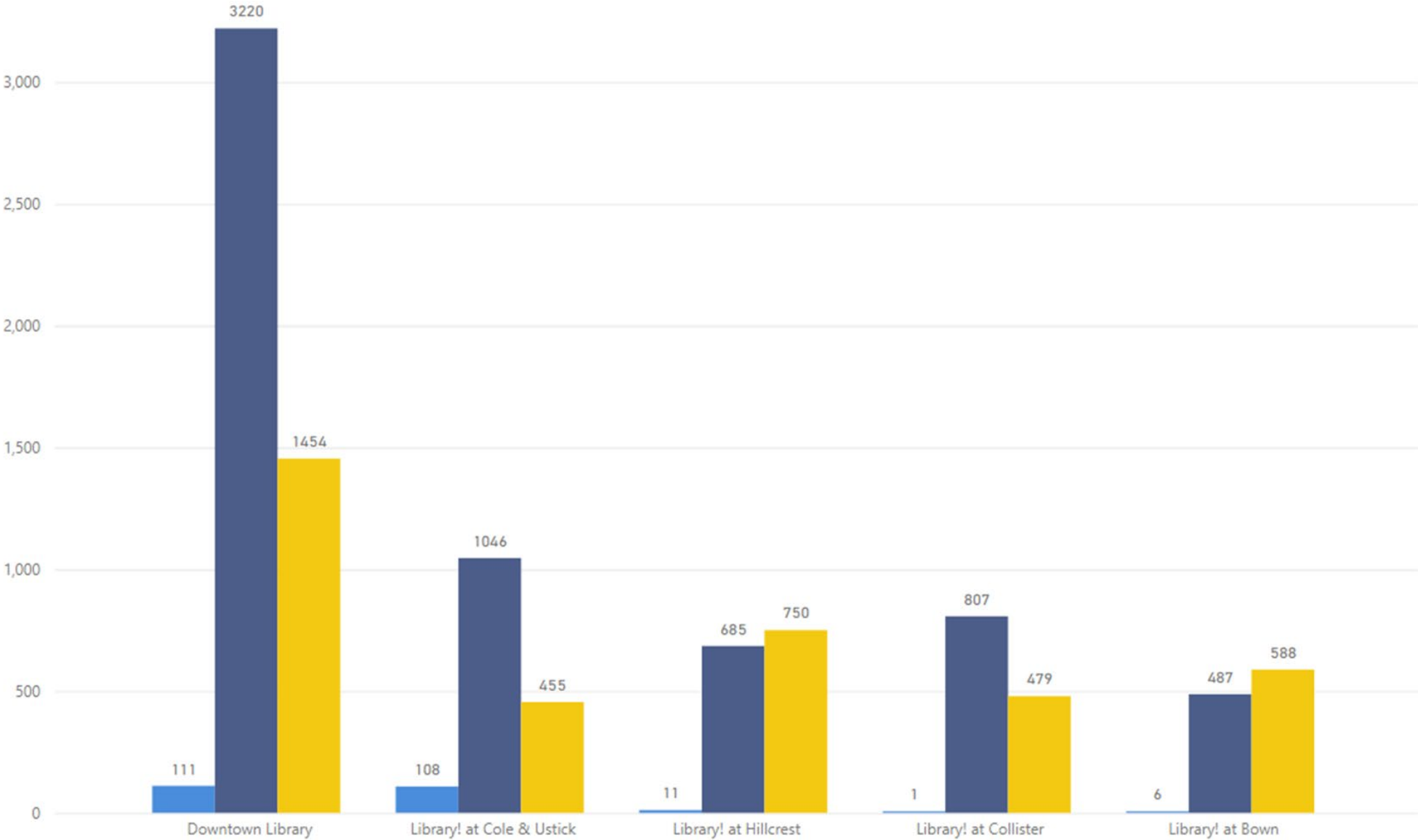
Library! at Collister



Library! at Bown

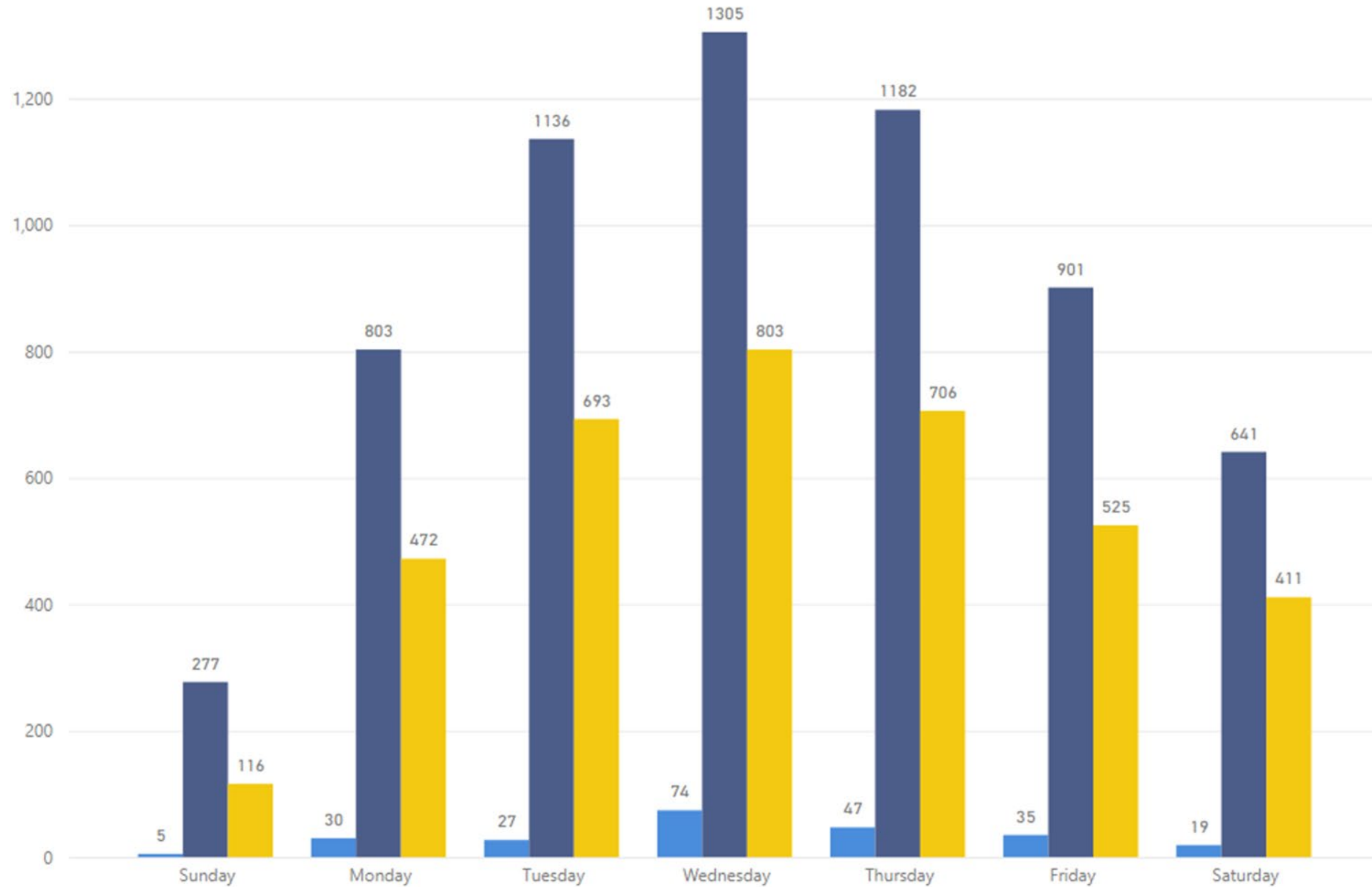
Question Type by Location FY26

Question Kind ● Curbside Holds Pickup ● Directional ● Reference



Question Type by Day of Week FY26

Question Kind ● Curbside Holds Pickup ● Directional ● Reference

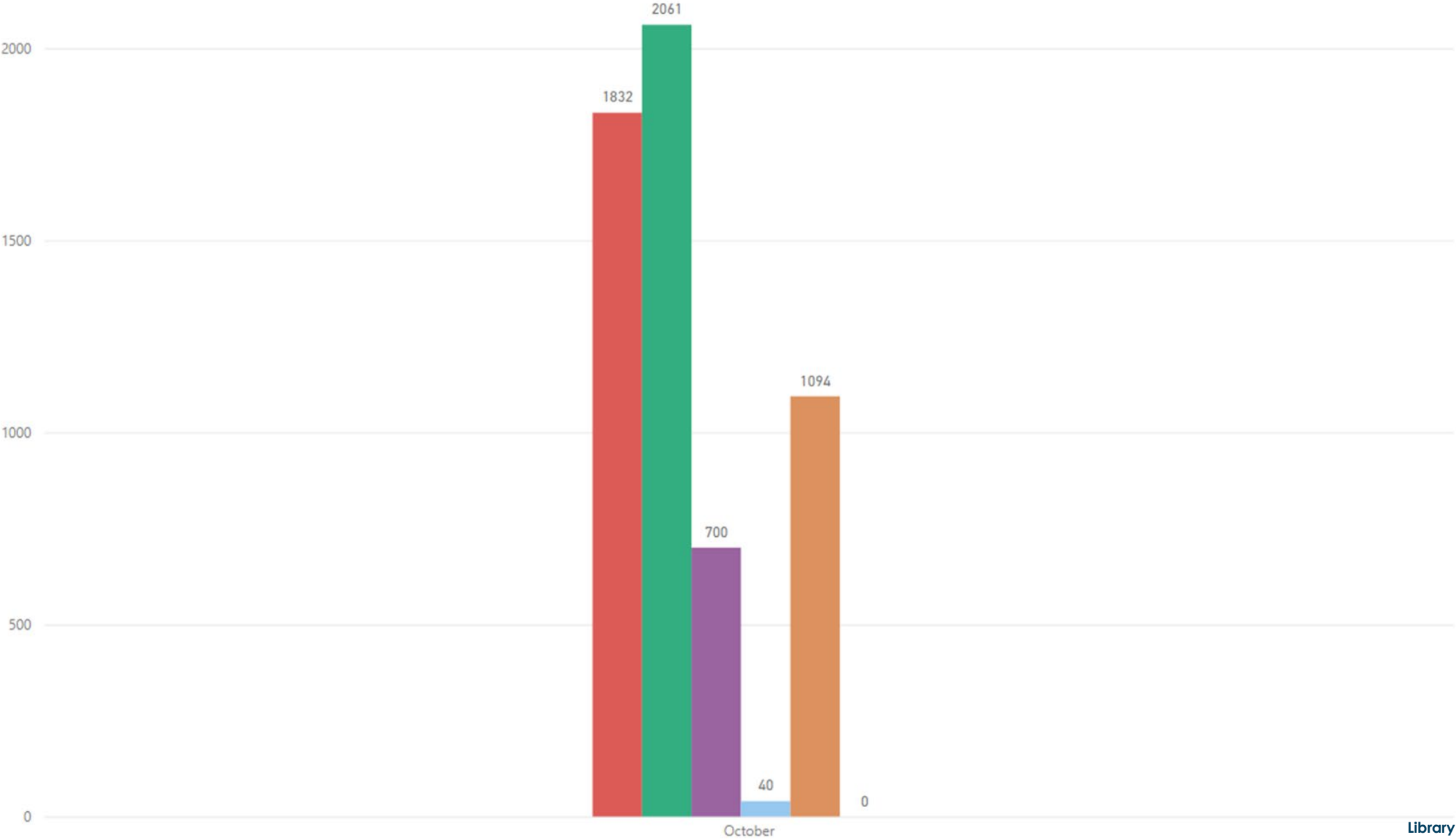


Programs

All Branches Program Attendees FY26



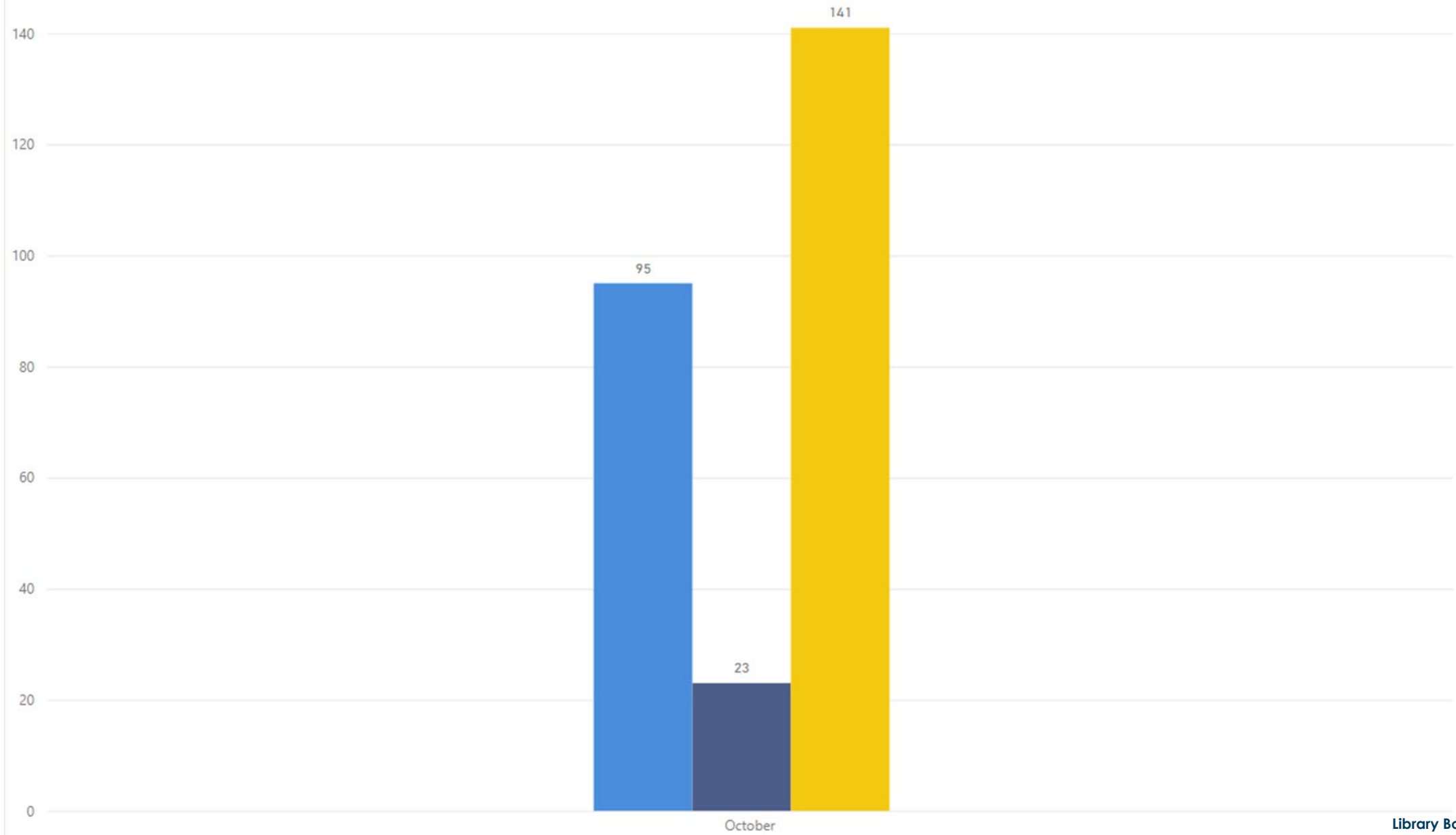
campus ● Bown ● C & U ● Collister ● Downtown ● Hillcrest ● System



Events by Audience FY26

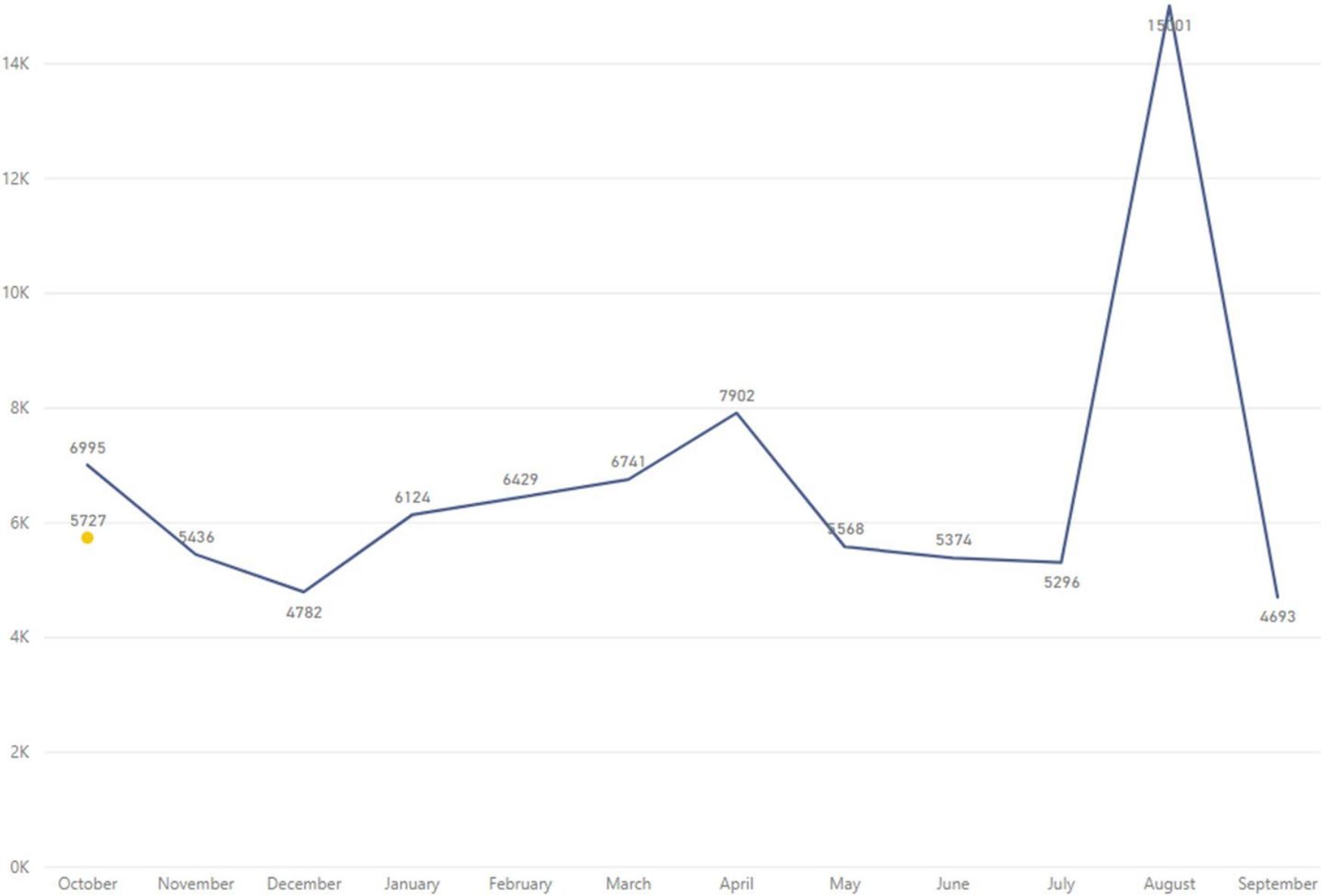


Audience_Types ● Adults (18 & Over) ● Teens (12-17) ● Youth



Program Attendance FY25-FY26

fiscal_year ● 2025 ● 2026



Boise Public Library

Policy Review November 12, 2025

Policy items reviewed and presented are as follows:

SECTION 1.00, *Board of Trustees*

- Policy 1.01, Board of Trustees
- Policy 1.02, Public Comments

SECTION 2.00, *Personnel*

- Policy 2.01, Personnel
- Policy 2.02, Continuing Education

Staff Recommendations:

Section 1.00, *Board of Trustees* and Section 2.00, *Personnel* of the Boise Public Library Policy Manual are presented to the Library Board for review. Staff have no recommended changes on the policies presented.

This begins the Library Board of Trustees annual policy review for Fiscal Year 2026 as stipulated by the Board's bylaws.

Document Type:	Policy
Number:	1.01
Effective:	03-01-2011
Revised:	11-13-2024
Last Reviewed:	11-13-2024

BOARD OF TRUSTEES

Pursuant to Title 33, Chapter 26 of the Idaho Code; and Boise City Code Title 2, Chapter 7, the Board has among its powers the authority to establish policies for the governance of the Library. The Board authorizes the Director to establish regulations to further the Board's policies.

The Board will review these policies on an annual basis, prior to its September meeting.

The Board may amend these policies at any time.

The Board shall conduct its business in accordance with By-Laws established by the Board for its own governance. The Board may amend its By-Laws at any time.

Document Type:	Policy
Number:	1.02
Effective:	03-01-2011
Revised:	11-13-2024
Last Reviewed	11-13-2024

PUBLIC FEEDBACK AND COMPLAINTS

The Boise Public Library is committed to meeting the needs of its community. In order to understand and serve its users, the Library frequently requests input and feedback on services and facilities in a variety of formats and contexts. Library user feedback is sought to inform Library planning for programs, operations, facilities, services, and more.

The Library also welcomes constructive criticism to improve the Library. All complaints about the Library should be addressed through the proper channels in the following order:

1. Staff
2. Management
3. Director
4. Board

Document Type:	Policy
Number:	2.01
Effective:	03-01-2011
Revised:	12-02-2015
Last Reviewed:	12-11-2024

PERSONNEL

The Board follows the personnel policies of Boise City, as outlined in the Boise City Employees Handbook.

The Board has sole responsibility for hiring, supervising, and evaluating the Director, who serves at the pleasure of the Board.

Nevertheless, the Board expects members of the Library's management to bring serious concerns related to the Director's job performance to the attention of the Board. These concerns would include: 1) job performance that clearly does not meet the job description or job performance standards adopted by the Board; 2) intentional actions by the Director that circumvent the written library policies as adopted by the Board; 3) the creation of a hostile, harassing, or threatening work environment whether as an ongoing practice or a single incident; 4) unethical or illegal actions or behavior.

The Director and supervisory staff have the authority to dismiss any library employee whose attitude, professional ethics and conduct, or performance of duties make such action advisable. The Director and supervisory staff shall follow the personnel policies of Boise City when exercising this authority, as outlined in the Boise City Employees Handbook.

The Library is committed to providing equal employment opportunities for all persons.

Document Type:	Policy
Number:	2.02
Effective:	03-01-2011
Revised:	03-01-2011
Last Reviewed:	12-11-2024

CONTINUING EDUCATION

The Board encourages the personal and professional development of staff members through participation in civic, educational, and professional organizations. Attendance at library institutes and the conferences of library associations may be financed within the restriction of the Library's budget. Insofar as it is feasible, attendance at conferences will be rotated among eligible staff members.

All non-probationary members of the staff, regardless of job classification, are eligible to apply for permission to attend work-related conferences, workshops, and classes on library work time. Exceptions for introductory or temporary staff may be made at the discretion of the Director or designee. Opportunities for training will involve as many people on the staff as feasible given budgetary and staffing constraints. Priority will be given to training that supports Library strategic plan activities and/or supports an individual employee's approved performance plan for work-related training.



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

MEMO

TO: Boise Public Library Board of Trustees
FROM: Jessica Dorr
CC: Ed Jewell, Eric Bilimoria, Kari Davis, Lindsay Erb
DATE: November 7, 2025
RE: Next Steps for Library Facility Planning

Purpose

This document outlines next steps for the Library Board of Trustees following the October 14th Joint Work Session with Boise City Council about the Library's Facility Plan. It serves as background for the November 12th Library Board of Trustee meeting.

Overview

On Tuesday, October 14th, the Boise City Council and the Boise Public Library Board of Trustees held a Joint Work Session to discuss the Library's efforts to create a Facilities Plan. To inform the discussion, I shared with board and council a recommendation memo (please see *Appendix A: Recommendations for the Library Facilities Plan*) which was the basis for my presentation at the start of the meeting. Near the close of the meeting, Council President Nash shared with council and trustees a memo (please see *Appendix B: DRAFT Library Facilities Planning Recommendations*) which outlined recommendations from council to the board.

Since the joint work session, I have had the chance to meet with mayor and council leadership to clarify areas of alignment between the two recommendation memos as well as areas for continued consideration and discussion. The major takeaway from these discussions is that City and Library leadership are unified in their support for the Library and agree with my recommendation to work to ensure the Library's facilities are added to the City's Capital Improvement Plan (CIP) budget. Specifically, my recommendation to work with Finance to budget for Major Repair and Maintenance (MRM), to renew the current leases for Collister and Hillcrest, and for continued participation in the Lynx Library Consortium were all strongly endorsed.

Next Steps

During follow-up discussions with city leadership, the following steps were identified to continue to make progress on the Library's Facility Plan and to ensure the Library's

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P: 208-972-8340

BOISE CITY COUNCIL: Colin Nash (President), Meredith Stead (President Pro Tem), Kathy Corless, Jimmy Hallyburton, Jordan Morales, Luci Willits

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November 12, 2025
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facilities can be part of discussions to build the CIP budget as part of the Fiscal Year 2027 budget build.

- **Downtown Library Work Session**

This work session will review with council the investments made since 2019 in the Downtown Library and provide an update on its status following the completion of the First Floor Renovation in 2026. It will include an assessment of all major building systems and their lifespans, a status of the conditions of all public spaces, and additional details on options for increasing public space in and usage of the building. The goal of this meeting will be to ensure council understands the lifespan of the current Downtown Library and its major systems.

This work session is scheduled for Tuesday, December 16th.

- **Library Site Location Criteria and Service Goals Joint Work Session**

As follow-up to the October Joint Work Session, Council requests the Library board review the Library Site Selection Criteria as drafted as part of the Library Facilities Plan and consider an update to the proposed site selection criteria. Council requests the board consider the impact of updating the Library proximity goal which as part of Blueprint Boise from three miles to two miles. Additionally, Council asks the board to draft for discussion other potential service goals and equity measures as informed by identify best practices from peer systems. The goal of this meeting will be to ensure Library and City leadership are aligned on Library site location criteria and any new or revised service goals.

This work will be discussed in the December and January Library Board meetings with the goal of having a Joint Work Session with Council in February 2026 to review potential scenarios identified for consideration.

- **Options to meet updated Location Criteria and Service Goals Work Session**

Following the discussion which will provide more clarity and direction on potential site selection criteria and services goals, Library and Public Works staff will be able to update and present to council potential models to meet new standards and/or address services gaps for further discussion. As part of this, council requests additional details on potential options for expanded reach through innovation services and partnerships. This will include additional details on staffed and non-staffed solutions as well as options for facilities investments in the \$10-\$15 million range. This meeting will result in council understanding potential options for meeting the service goals agreed upon in the previous joint work session.

This work will be discussed in the March and April Library Board meetings with the goal of having a work session to update council at the end of April.

- **Capital Plan Joint Work Session**

The last discussion will bring all three previous work sessions together and focus on sequencing for the Capital Investment Plan. Library and Public Works staff will share recommendations for consideration and discussion. The discussion will result in clear direction for the Budget Office for upcoming budget builds.

This work will be discussed in the May Library Board meeting with the goal of having a joint work session in June.



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

MEMO

TO: Mayor, Boise City Council Members, and Library Board of Trustees

FROM: Jessica Dorr

CC: Courtney Washburn, Eric Bilimoria, Lindsay Erb, Kari Davis

DATE: October 10, 2025

RE: Recommendations for the Library Facilities Plan

Purpose

In preparation for the Joint Work Session with the Boise Public Library (BPL) Board of Trustees and the Boise City Council on Tuesday, October 14th, this memo previews the recommendations I plan to share as input for our discussion. My recommendations have been informed by the Library's Strategic Framework for Impact, analysis from the Public Works department which manages BPL's facilities, and the report produced by Group 4, the organization we contracted with for planning support. Additionally, in our discussion on Tuesday, Eric Bilimoria will share an overview of how the city budgets for capital investments to inform implementation of the priorities I recommend.

Overview of Library Facilities Planning

Building on the Strategic Plan created in 2023, BPL has been working to develop a Facilities Plan to help ensure all our Libraries are welcoming, accessible, attractive, and comfortable spaces for the entire community. To support the development of the plan, Public Works contracted with Group 4 which conducted facility assessments, completed staff and public surveys, reviewed Library usage patterns and trends, and compared BPL to peer libraries. Working with Community Engagement, the Library held listening sessions to gather community input as well. Group 4's work has resulted in a comprehensive assessment and implementation scenarios for consideration.

The most important finding from Group 4's assessment of BPL, which shapes their other findings and my recommendations, is that Boise values its Library. Specifically, Group 4 described our facilities as "attractive, well-maintained, and deeply valued by the communities they serve." This is consistent with other strategic planning efforts, listening sessions, and usage patterns.

Group 4's assessment and scenarios for consideration were built upon four other major findings:

- **Boise's libraries are well-distributed**
Mapping of library-use data shows residents throughout Boise can and do access multiple locations across the valley, not just the closest location to their residence. While some residents do have to travel further than others to physically visit a library, 87% of residents of Boise live

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within a three-mile radius of a BPL facility and 96% of residents live within a three-mile radius of BPL or Lynx Library Consortium library.¹ The ability and willingness of Boise residents to travel for specific amenities can allow us to provide specialized services at individual locations based on usage and need.

- **Boise's libraries are well-maintained**

BPL's four branch locations are less than twenty years old and, while heavily used, continue to be in good condition. Investments started in 2021 which will be completed in 2026 will make the Downtown Library safe and suitable for use by the Library for the next twenty years. In 2022, Public Works's FSO team took over support of our facilities and this has proven to be beneficial to the Library. As part of their work, Group 4 built a tool for Public Works to better understand and forecast maintenance obligations for both our city-owned and leased spaces which will allow us to budget for the investments necessary to keep our facilities as well-maintained in the future as they are today.

- **Boise lacks library space**

BPL does not currently have enough space in its five locations to meet the needs of today's users. More space at all current locations is needed to hold the collections and materials our users request, meet demand for program and meeting spaces, and serve specific populations and uses. "Square feet per capita (SF/cap)" is a standard library planning metric for comparison and planning. BPL currently has 132,000 square feet of Library space for public service and operations. This is 0.54 SF/cap which is below the recommended range of 0.65-0.75 SF/cap for today's population which means the Library has only 70 to 80% of the space it needs to meet today's demand.

- **Boise's library needs will continue to grow**

While the new Main Library project would have resulted in a significant improvement in the SF/cap range, BPL is also lacking space because none of the four branch locations added in the last twenty years were built at their recommended sizes. This has resulted in buildings that feel cramped and crowded especially in places where quiet and loud uses create tension. As Boise continues to grow denser, existing neighborhood branches will be required to serve more people. Right-sizing current locations for the population they serve and considering new locations are all options for adding square footage.

I've carefully reviewed Group 4's assessment and I agree with their major findings, particularly with how Boise residents value the Library and our need for additional space for Library services. Based on Group 4's analysis, the Library needs an additional 28,000 to 48,000 SF to meet the needs of today's population. This additional space would allow the Library to meet our users requests for more space for collections, programs, and community spaces.

¹ More information about this analysis based on Blueprint Boise's three-mile service radius goal can be found in Appendix A.



At the same time, as I have learned more about the city's budgeting process as well as the requirements of Proposition 1 passed in 2019, I don't believe any of the scenarios Group 4 suggested for consideration to be realistic.

Director Recommendations

I have identified three priority areas of focus for the next five years. I believe these will help us provide the current level of service our users expect given the funding constraints we face as well as give us opportunity to respond to new opportunities and changing conditions.

Priority 1: Invest in the upkeep of current facilities and services

My highest priority is to continue to provide an excellent level of access and service in our current locations. This will require a commitment to ongoing Maintenance and Operations funding for the Library. This priority is enabled through the following steps:

- Continue to participate in the Lynx Library Consortium. The Lynx Consortium is a good investment for BPL cardholders; the Consortium increases the number of libraries Boise residents can use and expands the number of books our cardholders can access. Additionally, reciprocal agreements with Ada Community Library and Garden City Public Library should be maintained.
- Work with Public Works and Finance to schedule and fund systems replacement cycles for current locations. This will keep our current locations safe and welcoming for our users. We have time to begin to budget for our branch locations; Cole and Ustick, was opened in 2009 and many of its systems, including the roof, will need to be replaced starting in 2029.
- Sign five-year extensions for the leases with Collister and Hillcrest. The lease for Hillcrest will expire on July 31, 2027, and the lease for Collister on February 29, 2028. By signing five-year extensions as outlined in the original lease, we will be able to continue to provide Library services in these neighborhoods.

Priority 2: Explore opportunities for expanded reach through innovative services and partnerships

As we continue to invest in city-owned facilities, we should consider ways of expanding reach either through new models of service delivery and/or by exploring options for colocation of Library services either with city partners or with other library partners. Ideas I want to explore in this area include:

- Building a dedicated teen space in either Hillcrest or Downtown. Community input and usage patterns show that Library users are willing to travel for specific services. Both the Downtown and Hillcrest Library have space that could potentially be developed into a robust Teen Space, preferably in partnership with other organizations that provide services to teens.
- Working with other city departments to explore colocation of Library services in city facilities. Group 4 has provided us with some interesting examples from other cities which expand access through partnerships, and I believe city leadership is open to these discussions.
- Exploring options for increased coordination of Library services with consortium partners. We have the opportunity to build upon the strong history of cooperation through the Lynx Library Consortium. In conversations I've had with my fellow directors of local consortium libraries, all



have expressed a willingness to consider ways our libraries could cooperate to better serve residents of the Treasure Valley.

Priority 3: Budget to increase square footage for Library services

I recommend the city begin to budget to secure, equip, and staff additional Library space. As we look to add between 28,000 to 48,000 SF, there are possible avenues to explore and requirements related to the Library Project Ordinance, adopted by council after the passage of Proposition 1 in 2019, which must be factored into planning. Any library project with expenses reasonably expected to be over \$25 million must be approved by the voters prior to the City incurring any expenses for the project. As any new, standalone Library would reasonably be expected to exceed \$25 million, and due to the broad definition of “expenses” in the Library Project Ordinance, the City is unable to purchase land to hold for future Library construction like it did for the Cole & Ustick branch and Bown Crossing branch (land purchased in 2003 and the facility constructed in 2016-17). I recommend we explore how colocation of Library services either in city-owned or leased facilities could be a strategy to secure Library space at the same time as funding strategies are identified.

Finally, because Group 4’s assessment includes an inventory of ongoing maintenance needs and a list of conditions to consider over time as the city continues to evolve, I recommend revisiting this plan every five years to assess progress and revise priorities. We heard from many community members their concern that a twenty-year plan is too restrictive and does not allow for the city to be able to respond to changing conditions or take advantage of new opportunities. By revisiting the plan every five years, we’ll be able to be more responsive to changing circumstances and community input.

On a longer time horizon, if the City of Boise builds a support campus away from downtown, I recommend the Library join the project to move administration, technical services, and courier. With the final stage of deferred maintenance to be completed in 2026, the Downtown Library’s major systems (plumbing, electrical, HVAC, fire, etc.) will all be up to date. At that point, the Downtown Library will be an excellent candidate for investments that enhance the user experience. Locating back-of-house functions out of downtown will free-up more space for public usage in our busiest and most-visited location.

I look forward to discussing these recommendations during our meeting next week.





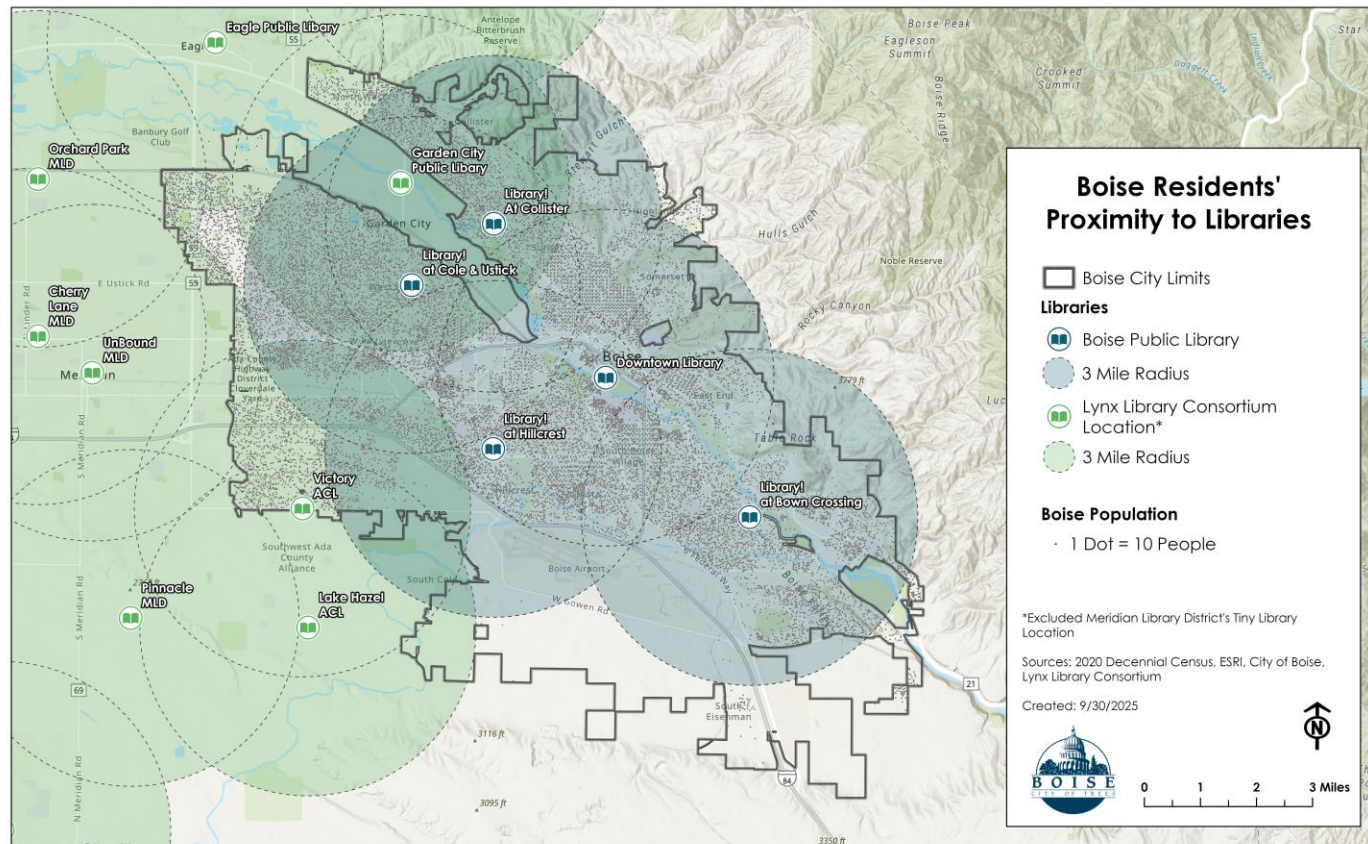
Library!

BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

MEMO

Appendix A: Boise Residents' Proximity to Libraries



Boise Residents Living Within Three Mile Radius of Boise Public Library and Lynx Libraries		
Library	2025 Population	% of 2025 Population
Boise Public Library	211,308	87.1%
Boise Public and Lynx Libraries	236,069	97.3%
Boise Residents Living within Three Mile Radius by Library		
Library	System	2025 Total Population within three-mile radius
Library! at Cole & Ustick	Boise Public Library	100,181
Downtown Library	Boise Public Library	99,950
Library! at Hillcrest	Boise Public Library	84,376
Library! at Collister	Boise Public Library	70,326
Library! at Bown Crossing	Boise Public Library	57,038
Garden City Public Library	Garden City Public Library	64,732
Victory Branch	Ada Community Library	30,815
Lake Hazel Branch	Ada Community Library	8,259
Eagle Public Library	Eagle Public Library	7,335
unBound	Meridian District Library	4,525
Orchard Park	Meridian District Library	3,689
Pinnacle Public Library	Meridian District Library	352
Hidden Springs Branch	Ada Community Library	175
Boise City Limits Population	242,544	2025 Population from ESRI Data





CITY COUNCIL

MAYOR: Lauren McLean | President: Colin Nash | President Pro Tem: Meredith Stead

MEMO

TO: Jessica Door
FROM: Boise City Council
DATE: 10/14/2025
RE: DRAFT Library Facilities Planning Recommendations

EXECUTIVE SUMMARY

Boise's libraries are well-used and well-loved, and demand already exceeds available space at several locations. We face three linked decisions: (1) the long-term plan for the Downtown Library; (2) how to operate within the library project ordinance, which now constrains even smaller capital projects needed to address branch capacity; and (3) adopting modern, transit-oriented standards to guide any future branches that could be incorporated into the capital plan.

Recommendations

Repairs and Maintenance: We find that major repairs and maintenance on existing leased and owned facilities is the best way to promote their longevity and ensure that they remain safe, open, and reliable. We direct staff to make major repairs and maintenance for our library system the highest priority in the library facilities plan and in our library capital planning and to bring any gaps in our capital planning related to major repairs and maintenance to the attention of council within the next five months.

Downtown Library: We find that the downtown library remains in need of additional public space and updates for service delivery. Further efforts may be warranted to expand the usable public space at the such as relocating administration and systems operations. There may be additional repairs and maintenance to extend its useful life to be considered in the capital plan. If these efforts to modernize the Downtown Library and extend its useful life are supported by the board and council, these investments should be a high priority in the library facilities plan and library capital planning.

We find that although the recent investments made in the Downtown Library have extended its useful life, and that we need further information to understand the extent to which those investments have extended its useful life, and the impact of future investments proposed.

Prior to additional investments in the Downtown Library the library board and council should consider the city's long-term intentions regarding the Downtown Library

including how long we are committed to remaining at this facility and if or when pursuing an alternative facility would make sense.

We find that it would be cost-prohibitive to build a new facility today and given that the expense and complexity of major capital project of this nature, even if the city is committed to the Downtown Library in its present form or location, a new facility could take decades to adequately plan and fund.

We find that the city's long-term intentions for the Downtown Library over the next few decades should be clear to staff and the public so capital planning, land-use decisions, public-private partnerships, inter-agency partnerships and near-term investments align with that direction.

We direct staff to within five months produce a report that identifies timing and estimated costs associated with anticipated major repairs and maintenance at the Downtown Library and a scope for relocating administrative and systems operations and the associated extension of the buildings useful life so the board and council can weigh the costs and benefits of remaining at the current facility and at what point that may no longer be realistic or cost-effective.

Within the next six months staff shall propose to the board and council the adoption of a policy statement on the long-term intentions of the city regarding the Downtown Library.

New Facilities: We find that the 3-mile radius from a library standard in Blueprint Boise is no longer useful for guiding the siting of future library branches because 1) it is a goal we have already achieved, 2) given the sustained advocacy from Citizens for a Library it has proven to be an unreliable indicator of public sentiment regarding equity for library access, 3) lacking a transit-oriented marker to inform land-use and transportation planning.

We find a more aspirational standard to guide the siting of library branches that is transit-oriented (10-15 minute bike) and is more in line with state (2.4 miles), regional (Utah, Oregon, Washington-1.8-2.1 miles) and national (2.1 miles) averages for resident proximity to a public library is a more useful standard.

We find that the one-week checkout "dot map" is not reliable as a stand-alone indicator of need or access equity for library services. Used by itself, this snapshot can down-weight neighborhoods that already travel farther yet still use libraries heavily. We recommend a transit-oriented proximity standard, so high utilization isn't treated as a reason to deny investment where access is still limited.

We find based on the consultant's recommendations, Boise's branches are undersized relative to demand, and major expansions appear impractical in the near term. When evaluating a new branch, we should prioritize relieving system-wide pressure—with siting that maximizes total service benefits relative to other branches—rather than pursuing large additions at existing sites.

We find that it would be cost-prohibitive to the city to lease (with substantial tenant improvements) or build a 25,000 SF+ branch library as recommended at the cost of \$20-30 million. Nevertheless, we find there is strong public interest in increasing library access across Boise and relieving pressure on our existing facilities. Given current costs we find it in the city's interest to explore more cost considerate proposals that can meet the needs of the public and the staff that serve them, while preserving flexibility for future expansion.

Within four months, staff will prepare a proposed comprehensive plan amendment that adopts a transit-oriented library access standard (approximately 2 miles or a 10–15 minute bike trip) to guide siting and equity mapping.

Within five months, staff will present a heat map that maps resident access under this standard to identify siting priorities from an access equity perspective.

Within five months, staff will present alternative branch concepts with realistic costs, including small and medium options (lease or purchase), public-private partnerships, and interagency partnerships, with phasing pathways to address long-term needs over time. Each concept should include rough-order-of-magnitude capital and operating costs, square feet initial footprints that can expand later, siting criteria aligned to the new access standard with a focus on relieving systemwide pressure, and a summary of risks, benefits, practicalities, and ordinance-compliance considerations. The closer these proposals are less than or equal to less than or equal to \$10-15 million the more realistic it will be to incorporate a branch library proposal into a capital plan in 2026. Incorporating a cost-sensitive new branch sited under these proposed standards and considerations into a capital plan is a priority.

Leased Branches (Collister and Hillcrest): We find that our leased facilities are heavily used, and undersized. We also find that replacement and relocation of these facilities at the recommended size of 25,000 SF+ is not financially realistic.

We direct staff to identify geographies for replacement or relocation, consider leased annex space nearby in the short-term, explore public-private partnerships and other co-location opportunities in the future.

Owned Branches (Cole and Ustick, Bown Crossing): We find that it is financially unrealistic to expand the owned facilities at this time. We direct staff to prepare concepts for expansion that could inform future land-use and property acquisitions for potential expansion at these sites.

Library Project Ordinance: We find that the library projects ordinance creates administrative hurdles that can frustrate or delay branch expansions. In the short term, these challenges are navigable. In the long term, we should be candid with the public that requiring voter approval before siting, land acquisition, and design is impractical—even if we remain committed to seeking voter approval for a library facilities project. We also note that commercial construction costs are up roughly 40% since 2019, which

means the ordinance's \$25 million threshold no longer reliably defines "major library projects" and now captures many industry-standard branch facilities.

Fiscal Year 2025 Rebudgets

Rebudgets enable departments to carry forward unspent funds from the prior year into the current year. Each year, as part of the End of Year process, departments work with Finance Managers to submit rebudget requests to the Budget Office. Similarly, departments request to carry forward encumbrances from the prior fiscal year into the current fiscal year as part of the End-of-Year process. The Budget Office compiles these requests for Mayor's Office review, and ultimately for City Council approval in mid-December.

The rebudget requests we are submitting for approval by the Board of Trustees follow the guidelines put forward by the Budget Office including:

- All rebudget requests should support high priority items
- Personnel rebudgets are generally not allowed as these costs are included in the base budget
- Rebudget requests for M&O Funds generally should not be submitted when annual base funding exists (e.g., supplies, utilities, etc.).
- Funds should be rebudgeted no more than once (does not apply to multi-year capital projects).

Boise Public Library

FY25 to FY26 Rebudget Requests

Amounts requested to carried forward from the FY 2025 budget to the FY 2026 budget

Description	Budget	FY25 Expenses	Encumbrances	Remaining Balance	Rebudget into FY26	Comments
Automated Book Check-in and Sorter	335,000	205,298	91,367	38,335	129,702	FY25 budget was for the Cole & Ustick autosorter which has been installed but there are still invoices pending for services provided . An additional \$290K is provided in FY26 to reconfigure space and install an autosorter at Bown Crossing.
Building Envelope	104,447	57,105	-	47,342	47,342	Clean-up of exterior brick work and windows at the downtown branch will take place in Spring 2026.
Cameras & Cabling	30,122	20,027	5,691	4,404	10,095	The encumbered amount is for cabling for badge readers as part of the downtown branch 1st floor remodel. The remaining balance will be consolidated into the Parent Fund for the Downtown 1st Floor Remodel.
Carpet Replacement	62,676	5,615	-	57,061	57,061	Routine carpet replacement is now covered by Facilities Services. The remaining balance will be consolidated into the Parent Fund for Downtown 1st Floor remodel.
Parent Fund for Downtown 1st Floor Remodel	5,400,335	149,923	3,438,150	1,812,262	5,250,412	This budget line combines prior year carry-forward of the Library's Major Repairs & Maintenance funding, and \$1.2M in donations including the gift from the Friends of Library.
Elevator Repair/Replacement	550,000	-	-	550,000	550,000	This funding was provided in FY25 to replace an elevator at the downtown branch. Design work was completed in FY25, but the installation of the new elevator will take place in FY26.
Energy Efficiency Grant	263,780	2,823	260,951	6	260,957	This grant from the Department of Energy will cover energy efficient lighting as part of the 1st floor remodel. Funds have been encumbered for a contract with the vendor but will not be spent until FY26.
Furniture	190,171	130,547	12,871	46,753	59,624	Carryforward balance from FY25 will provide furnishings for the 1st floor. An additional \$100K is provided for furniture in FY26.
Library Facility Plan	50,000	14,819	26,138	9,043	35,181	This budget is funding change management work related to the remodels, temporary relocations of staff and services, and the overall facility plan implementation.
Library System Strategic Plan	605,000	591,902	13,000	98	13,098	Remaining balance is encumbered for Group4 as they complete Facility Plan work.
Project Soft Costs	731,008	462,891	221,401	46,716	268,117	Architect, preconstruction fees, special inspections, and cross charges for all the active construction projects in progress which will proceed through the 1st floor remodel and maintenance upgrade project.
Shelving	314,749	224,891	-	89,858	89,858	Carryforward balance for FY25 will provide shelving for the 1st floor. An additional \$150K is provided for shelving in FY26.
Van	60,000	-	-	60,000	60,000	FY25 budget was for a replacement Courier van and the purchase is still in process through Fleet Services. An additional \$60,638 is provided in FY26 for a replacement van for Home-Based Services.
Materials	-	-	-	-	70,000	This rebudget request is for a one-time exception to carry forward unspent Maintenance & Operations funding into FY 2026 to be repurposed for materials.
Total	8,697,288	1,865,841	4,069,569	2,761,878	6,901,447	

Boise Public Library

Proposed Closures for Calendar Year 2026

The Library will be closed for each Boise City recognized holiday. Proposed variations are indicated in italics with an asterisk (*) and are not considered paid staff holidays. Staff will flex their schedules as necessary.

PROPOSED CLOSURES:

Thursday, January 1, 2026	New Year's Day
Monday, January 19, 2026	Martin Luther King Jr. Day/ Idaho Human Rights Day
Monday, February 16, 2026	President's Day
Monday, May 25, 2026	Memorial Day
Friday, June 19, 2026	Juneteenth
Friday, July 3, 2026	City Observance of Independence Day
<i>* Saturday, July 4, 2026</i>	<i>Independence Day</i>
Monday, September 7, 2026	Labor Day
Monday, October 12, 2026	Staff In-Service Day (All locations close on Columbus Day/ Indigenous Peoples' Day for staff appreciation/ training)
Wednesday, November 11, 2026	Veteran's Day
Thursday, November 26, 2026	Thanksgiving Day
Friday, December 25, 2026	Christmas Day

PROPOSED REDUCED HOURS:

<i>* Thursday, December 24, 2026</i>	<i>Christmas Eve (Traditionally the library has operated reduced hours on Christmas Eve closing at 2 p.m.)</i>
<i>* Thursday, December 31, 2026</i>	<i>New Year's Eve (Traditionally the library has operated reduced hours on New Year's Eve closing at 6 p.m.)</i>