The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, June 6, 2018, in the Marion Bingham Room at the Main Library.

BOARD OF TRUSTEES PRESENT:
Dwaine Carver, President; Elizabeth Cooper, Vice President; Margo Healy; and Tonya Westenskow.

OTHERS PRESENT:
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; Jim James, Friends of the Library Representative; Shawn Wilson, Boise City Public Works; Holly Funk, Library Communications Manager; Heidi Lewis, Main Library Manager; Linda Brilz; Youth Services Supervisor; Jennifer Villalobos, Collister Branch Supervisor; Joni Hansen, Bown Crossing Branch Supervisor; Trevor Hanson, Collister Library Assistant; Sean Himman, Information Services Library Assistant; Lynette Gould, Boise City Finance Manager; Brandon Records, Boise City Financial Analyst; and Kari Davis, Library Administrative Assistant.

CALL TO ORDER:
The meeting was called to order by Carver at 11:30 a.m. and a roll call was conducted.

I. MINUTES
MOTION by Westenskow and seconded by Healy that the May 2, 2018, regular minutes be approved as written. All in favor, motion carried.

II. BILLS AND PAYROLL
MOTION by Westenskow and seconded by Cooper that the May 2018 bills and payroll be approved as presented. All in favor, motion carried.

III. COMMUNICATIONS
None

IV. LIBRARY TRENDS AND ISSUES
Laser Cutter Demonstration
Jennifer Villalobos, Collister Branch Supervisor, Trevor Hanson, Collister Library Assistant, and Sean Himman, Information Services Library Assistant demonstrated the Library’s laser cutter for the Trustees.

V. CONSENT ITEMS
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.
VI. FRIENDS OF THE BOISE PUBLIC LIBRARY REPORT
Jim James reminded the Trustees of the Friends book sale June 8 and June 9. The sale will include donations, discards, kids’ books, and audio books. All items priced at fifty cents with the sale running from 10:00 a.m. to 5:00 p.m. both days.

The Friends are seeing a high number of donations this summer, including one thousand boxes from the Tripp Bookstore closure and overflow from the United Way book drive.

VII. BOISE PUBLIC LIBRARY FOUNDATION REPORT
Healy reported that there was no new activity for the Foundation since the previous Library Board meeting.

VIII. DIRECTOR’S REPORT
Decker presented the Director’s report in Kevin Booe’s absence. Booe and Arts & History Director Terri Schorzman presented an update to the Main Library Project during the City’s Leadership Summit on May 18, 2018. The Summit included a discussion on growth in the City. The Library’s Leadership Circle attended the full day summit.

Upcoming events at the Library include the i48 film festival competition judging on June 8 and Library Experience (LX) 2018 on June 15.

Decker shared that the City’s budget workshop will be held on June 26. The Library is requesting 80 million dollars for the Main Library Project.

IX. ADMINISTRATION AND MANAGEMENT REPORTS
Decker reported on the periodical binding project. Acquisitions and Technical Services will be looking at older items needing bound. Decker shared an example of an old item with metal rod binding that will be part of the project.

Summer Reading at the Library kicked off June 1. Over 1,800 individuals registered within the first six days. Staff participated in feedback sessions to improve last year’s revamped program.

X. OLD BUSINESS
A. Boise Public Library Policy Review: Section 8.00, Displays & Exhibits
There were no changes recommended by staff to section 8.00, Displays & Exhibits. This continues the Library Board of Trustees annual policy review for Fiscal Year 2018 as stipulated by the Board’s bylaws.

B. Main Library Vision Project Update
Wilson shared that progress on the project slowed in May. Work with the construction manager continued with costs and concepts being refined.

Wilson reported that the Health Impact Assessment (HIA) was nearing completion and would be available soon.
A software system tracking the progress of the project will be launched as part of the community engagement plan and will include first concepts. Open houses are being planned to gather feedback from the public with the first sessions scheduled for July.

Wilson explained that the parking piece of the project is still being evaluated. Coordination with the Wassmuth Center and discussions with The Cabin are continuing.

XI. NEW BUSINESS
A. City Growth Focus Group Information
   Carver indicated that the City Growth Focus Group Information would be tabled until the July 11, 2018 meeting as Kevin Booe, Library Director was unable to attend this meeting.

XII. SELECTION OF TRUSTEE FOR PAYMENT VOUCHER REVIEW
Healy was selected to be the next Trustee to review vouchers for May.

XIII. SELECTION OF MEETING DATE
The next regular Board of Trustees meeting is scheduled for Wednesday, July 11, 2018, 11:30 a.m. at the Main Library in the Marion Bingham Room.

ADJOURNMENT:
   MOTION by Healy and seconded by Cooper to adjourn at 12:10 p.m. All in favor, motion carried.

APPROVED:

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Shanna Decker, Acquisitions & Technical Services Senior Manager    Dwaine Carver, President