AGENDA AND AGENDA NOTES

DIRECTOR'S REPORT

SUPPORTING DOCUMENTS

- Boise Public Library Policy Review: Section 3.00, Services, Subsections 3.01 – 3.03
  - Cover Page
  - Policy 3.01, Service Priorities
  - Policy 3.02, Service Hours
  - Policy 3.03, Services for Schools

  - Library Board Certification of Public Library Data, FY 2016

- Library Satisfaction Survey
  - Library Satisfaction Report

MISCELLANEOUS

- Email from Kate Radford to Heidi Lewis, “Compliment”

BOISE PUBLIC LIBRARY STATISTICS

- System Statistics Reports, October 2016
MEETING AGENDA
BOISE PUBLIC LIBRARY BOARD OF TRUSTEES
January 4, 2017, 11:30 A.M.
715 S. Capitol Blvd.
Main Library, Marion Bingham Room

I. MINUTES
   Approval of the December 7, 2016, Regular Meeting Minutes

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

III. COMMUNICATIONS
   None

IV. LIBRARY TRENDS AND ISSUES
   Library Homebound and Outreach Services

V. CONSENT ITEMS
   Upon request of any Trustee, the following consent items may be considered separately:
   A. Acceptance of financial report through November 30, 2016
   B. Gift Fund activity and 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. Library Policy Review: Section 3.00, Services, Subsections 3.01 – 3.03
   B. Library! at Brown Crossing Project Update
   C. Main Library Vision Project

XI. NEW BUSINESS
   B. Library Satisfaction Survey
XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Trustee Review for January Vouchers by Dwaine Carver

XIII. SELECTION OF MEETING DATE

Next Regular Meeting February 1, 2017
COMMUNICATIONS:
None

LIBRARY TRENDS AND ISSUES:

Library Homebound and Outreach Services
Marcia Courtney, Homebound Library Services Specialist, will present trends in homebound and outreach services including a review of Boise Public's new activity kits.

ADMINISTRATION AND MANAGEMENT REPORTS:

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

OLD BUSINESS:

A. Library Policy Review: Section 3.00, Services, Subsections 3.01 – 3.03
William Nation, Public Services Manager, will review section 3.00, Services, subsections 3.01 through 3.03 of the policy manual. Staff recommends no changes to these sections of the manual. This continues the Library Board of Trustees annual policy review for Fiscal Year 2017 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 policies.

B. Library! at Bown Crossing Project Update
Staff will provide a project update on the Library! at Bown Crossing including updates on the schedule.

**Recommended Action:** Discussion item only.

**Required Action:** No action is required.

C. Main Library Vision Project
Library Director Kevin Booe will provide an update on the Main Library Vision Project.

**Recommended Action:** Discussion item only.

**Required Action:** No action is required.

NEW BUSINESS:

The Library Board of Trustees is required under state code to certify the annual data report to the Idaho Commission for Libraries. Denise McNeley, Operations and
Outreach Manager, will review the report, which is included in the supporting document section of the meeting packet.

**Recommended Action:** Certify the 2016 Idaho Public Library Survey as prepared and forward to the Idaho Commission for Libraries.

**Required Action:** Motion to certify the Boise Public Library 2016 Idaho Public Library Survey and forward to the Idaho Commission for Libraries.

B. **Library Satisfaction Survey**
Library Public Services Manager, William Nation, will review the outcomes and summary report for the semiannual customer service survey. The survey was conducted on October 25 – 30, 2016, at all Boise Public Library locations and the Library’s website.

**Recommended Action:** None, discussion item only.

**Required Action:** No action is required.