AGENDA AND AGENDA NOTES

DIRECTOR'S REPORT

SUPPORTING DOCUMENTS

- Library Policy Review: Section 4.00, Use of the Library, Subsections 4.01–4.03
  - Cover Page
  - Policy 4.01, Use of the Library
  - Policy 4.02, Circulation
    - Regulation 4.02a, Library Cards
    - Regulation 4.02b, Limits on Borrowing Services
  - Policy 4.03, Fines and Fees

- Fiscal Year 2018 Budget Proposal and Submittal
  - Capital Budget
  - Department Major Equipment Plan, Fiscal Year 2018-2022
  - Major Repairs and Maintenance 2018-2022
  - Library Narrative
  - General Fund-101, Maintenance and Operations

- Library! at Bown Crossing Public Art Memorandum of Agreement Between Boise Public Library and The Cabin
  - Arts & History Memo: Vox Poplar in the Library! at Bown Crossing
  - Memorandum of Agreement

BOISE PUBLIC LIBRARY STATISTICS

- System Statistics Reports, January 2017

- Monthly Self-Checkout Statistics
MEETING AGENDA
BOISE PUBLIC LIBRARY BOARD OF TRUSTEES
April 5, 2017, 11:30 A.M.
715 S. Capitol Blvd.
Main Library, Marion Bingham Room

I. MINUTES
Approval of the February 1, 2017, Regular Meeting Minutes

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

III. COMMUNICATIONS
None

IV. LIBRARY TRENDS AND ISSUES
Library! at Bown Crossing Health Impact Assessment Plan

V. CONSENT ITEMS
Upon request of any Trustee, the following consent items may be considered separately:
   A. Acceptance of financial report through January 31, 2017, and through February 28, 2017
   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 4.00, Use of the Library, Subsections 4.01–4.03
   B. Library! at Bown Crossing Project Update
   C. Main Library Vision Project

XI. NEW BUSINESS
   A. Fiscal Year 2018 Budget Proposal and Submittal
B. Library! at Bown Crossing Public Art Memorandum of Agreement Between
Boise Public Library and The Cabin

XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Trustee Review for April Vouchers by Carver

XIII. SELECTION OF MEETING DATE

Next Regular Meeting May 3, 2017
AGENDA NOTES
April 5, 2017

COMMUNICATIONS:

None

LIBRARY TRENDS AND ISSUES:

Library! at Bown Crossing Health Impact Assessment Plan
Sarah Kelley-Chase, Bown Crossing Branch Supervisor, will review the Health Impact Assessment (HIA) report and discuss how the Library! at Bown Crossing will implement programs to address the report recommendations.

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 4.00, Use of the Library, Subsections 4.01–4.03
   William Nation will review section 4.00 of the policy manual, Use of the Library, specifically subsections 4.01-4.03. Staff recommends no changes in these subsections. 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
   Project coordinator Shawn Wilson 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:

A. Fiscal Year 2018 Budget Proposal and Submittal
   Denise McNeley, Building Operations and Outreach Manager, will present Fiscal Year 2018 proposed capital, equipment, maintenance and operating budgets for the
Board’s review, discussion, and adoption. Highlights of changes in various line items will be reviewed. The proposed budget will be submitted to the City’s budget office after adoption by the Board.

**Recommended Action:** Adoption of the Fiscal Year 2018 Library Capital Budget.

**Required Action:** MOTION to adopt the Fiscal Year 2018 Library Capital Budget as presented and forward to City Council for approval.

**Recommended Action:** Adoption of the Fiscal Year 2018-2022 Major Equipment Budget.

**Required Action:** MOTION to adopt the Fiscal Year 2018-2022 Library Capital Budget as presented and forward to City Council for approval.

**Recommended Action:** Adoption of the Fiscal Year 2018-2022 Library Repair and Maintenance Budgets.

**Required Action:** MOTION to adopt the Fiscal Year 2018-2022 Library Repair and Maintenance Budgets as presented and forward to City Council for approval.

**Recommended Action:** Adoption of the Fiscal Year 2018 Library Budget Narrative.

**Required Action:** MOTION to adopt the Fiscal Year 2018 Library Budget Narrative as presented and forward to City Council for approval.

**Recommended Action:** Adoption of the Fiscal Year 2018 Library Maintenance and Operating Budgets.

**Required Action:** MOTION to adopt the Fiscal Year 2018 Library Maintenance and Operating Budgets as presented and forward to City Council for approval.

B. Library! at Bown Crossing Public Art Memorandum of Agreement Between Boise Public Library and The Cabin

Rob Lockward, Deputy City Attorney, will review a memorandum of agreement between the Library and The Cabin related to the partnership for the public art piece “Vox Poplar,” which is the interactive public art piece installed at the Library! at Bown Crossing.
Recommended Action: Approval of the Memorandum of Agreement between The Cabin and Boise Public Library regarding the interactive public art piece “Vox Poplar.”

Required Action: MOTION to approve the Memorandum of Agreement between The Cabin and Boise Public Library regarding the interactive public art piece “Vox Poplar.”