

Boise Public Library
Board of Trustees
Regular Meeting Minutes
July 8, 2021

The Boise Public Library Board of Trustees met at the Main Library in the Bingham Room for their regular meeting at 11:30 a.m. on Thursday, July 8, 2021.

Board of Trustees Present:

Tonya Westenskow, Vice President; Sonia Galaviz (Remote); Rachel Goochey; Phil Magnuson (Remote).

Others Present:

Jessica Dorr, Director; Jill Johnson, Friends of the Library Representative (Remote); Katy Dang, Boise Public Library Foundation Representative (Remote); Shanna Decker, Acquisitions and Technical Services Manager (Remote); Sarah Kelley-Chase, Public Services Manager (Remote); Heidi Lewis, Main Library Manager (Remote); Huda Shaltry, Hillcrest Branch Supervisor (Remote); Jamie Lundergreen, Library Communications/Customer Experience Manager (Remote); Rob Lockward, Boise City Legal Counsel; Doug Tyler, Boise City Legal Counsel; Ed Jewell, Boise City Legal Counsel; Lynette Gould, Boise City Department of Finance and Administration (Remote); and Kari Davis, Library Administrative Assistant.

1. Call to Order and Introductions

The meeting was called to order by Westenskow at 11:30 a.m. and a roll call was conducted.

2. Communications

None

3. Minutes- Action Item

MOTION by Magnuson and seconded by Galaviz that the June 10, 2021, regular meeting minutes be approved as presented. All in favor, motion carried.

4. Consent Agenda- Action Item

a. Payment of Bills and Payroll

b. Financial Reports

MOTION by Goochey and seconded by Galaviz to approve the June bills and payroll, the expenditure and revenue report for the period ending May 31, 2021, and the Gift Fund activity report for May 2021. All in favor, motion carried.

5. Reports

a. Friends of the Boise Public Library

Johnson reported on the reopening of the Friends bookstore in the Main Library last month. Customers were delighted to see them back open. The group held a porch sale July 2-3 and cleared 150% of the inventory typically sold during a porch sale. A

line of customers browsed items before they officially opened for the sale. The Friends look forward to holding additional sales for the community.

b. Boise Public Library Foundation

Dang shared that the Foundation Board is on their summer hiatus and will begin meeting again in September. The group's executive committee continues to meet the first Tuesday of each month. On June 29 the Foundation approved a request brought by Dorr to fund a membership for the Boise Public Library to join the Urban Libraries Council.

c. Library Director's Report Including Administration and Management

Dorr thanked the Foundation for funding the Library's membership to the Urban Libraries Council. The Council is a network of 150 urban libraries in the United States and Canada. The membership is an institutional membership that can benefit all library staff. This is a three-year commitment that will allow staff to participate in a network where they can learn from and with peers in other libraries.

Dorr shared that the Mayor has scheduled interviews with potential Library Board Trustee members on July 12 and July 20. The chosen candidates will be scheduled for confirmation by the City Council on August 17. The two new trustees will join the September 9 Library Board meeting.

Library leadership have held informed conversations about increased service hours following the summer. Current hours were put in place based on capacity of current staff, onboarding of new staff and prioritizing hours for youth during the summer. Careful consideration about the Library's ability to sustain any increases is being reviewed.

Dorr recognized this as the final meeting for Decker due to her upcoming retirement. Her years of service and leadership were acknowledged by the Trustees.

6. Old Business

a. Boise Public Library Policy Review:

Section 6.00, Gifts & Bequests

Kelley-Chase reviewed section 6.00, Gifts & Bequests, of the Boise Public Library Policy Manual. No changes were recommended to this section of the manual.

This continued the Library Board of Trustees annual policy review for Fiscal Year 2021 as stipulated by the Board's bylaws.

7. New Business

None

8. Selection of Trustee to Review Payment Vouchers

Magnuson was selected to be the Trustee to review vouchers for July.

9. Selection of Meeting Date

A conflict with the August regularly scheduled meeting was noted and after discussion the meeting was scheduled for Tuesday, August 10, 2021, at 11:30 a.m.

11:53 a.m. Galaviz left the meeting.

11:54 a.m. Galaviz rejoined the meeting.

10. Executive Session: 74-206 (1)(f) Current or Pending Litigation.

MOTION by Goochey and seconded by Galaviz that under provisions of Idaho Code § 74-206 (1)(f) this Board recess to an executive session for the purpose of discussing current or pending litigation and that a roll call vote be taken on the motion.

Motion carried on the following roll call: Galaviz, yes; Goochey, yes; Magnuson, yes; Westenskow, yes. The Board recessed to an executive session at 11:57 a.m.

MOTION by Goochey and seconded by Magnuson that the meeting go into regular session. All in favor, motion carried. The Board reconvened into regular session at 12:34 p.m.

12:34 p.m. Galaviz left the meeting.

11. Adjourn

MOTION by Goochey and seconded by Magnuson to adjourn at 12:35 p.m. All in favor, motion carried.

Approved:

Jessica Dorr, Director

Tonya Westenskow, Vice President