



Boise Public Library Board of Trustees Regular Meeting Agenda

Wednesday, June 10, 2026, 11:30 a.m. • Library! at Hillcrest, Butte Room, 5246 W. Overland Rd., Boise, ID 83705

Public can attend the meeting in person or via YouTube at the following link: https://www.youtube.com/channel/UCJo0NAsCybsN0DtzuAI3LGA

Table with 2 columns: BOARD OF TRUSTEES (listing Ron Pisaneschi, Nicole Trammel Pantera, Evelyn Johnson, Reshma Kamal, Brian Klene) and 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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DOWNTOWN LIBRARY
715 S. Capitol Blvd., Boise, Idaho 83702
P: 208-972-8200 | TTY: 711

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

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

LIBRARY! AT COLLISTER
P: 208-972-8320

LIBRARY! AT HILLCREST
P: 208-972-8340

AGENDA

Boise Public Library Board of Trustees Regular Meeting Agenda
Wednesday, June 10, 2026, 11:30 a.m. • Library! at Hillcrest, Butte Room,
5246 W. Overland Rd., Boise, ID 83705

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

1. Call to Order and Introductions

2. Communications

None

3. Minutes- Action Item

May 13, 2026, Regular 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 April 30, 2026

Gift Fund activity for April 2026

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

Requests for the move, or removal of materials are brought to the Board for reconsideration at the Library Board President's discretion.

None

7. Educational Item

a. Collection Development

Alison Hess, Acquisitions and Technical Services Manager, will provide Trustees with an overview of the analysis of usage of the Library's collection.

8. Old Business

a. Boise Public Library Policy Review:

Section 6.00, Gifts & Bequests

Library Public Services Senior Manager Sarah Kelly-Chase will also review section 6.00 of the Boise Public Library Policy Manual with Trustees. The staff recommended no changes to this section of the policy manual and is a discussion item only.

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

b. Library Board Bylaws- Action Item

Trustees will discuss proposed changes to the Library Board Bylaws due to the passage of House Bill 715 by the Idaho Legislature. Materials to be discussed are on pages 41-45.

Action: a motion to approve the recommended changes to the Library Board Bylaws will be requested.

9. New Business

a. Fiscal Year 2027 Budget- Action Item

Staff will present Fiscal Year 2027 proposed general fund (revenue, personnel, maintenance and operations), heritage fund (library donations), and capital fund (minor equipment, major equipment, capital projects) budgets for the Board's review, discussion, and adoption.

Action: a motion to approve Fiscal Year 2027 proposed general fund (revenue, personnel, maintenance and operations), heritage fund (library donations), and capital fund (minor equipment, major equipment, capital projects) budgets will be requested. The proposed budgets will be submitted to the City's budget office, if adopted by the Board, and forwarded to City Council for approval.

b. Fiscal Year 2027 Fee Schedule- Action Item

Library Director Jessica Dorr will present to the Trustees suggested changes to the Library's fee schedule.

Action: a motion to approve the Fiscal Year 2027 Fee Schedule changes and submit to City Council for final approval will be requested.

10. Selection of Trustee to Review Payment Vouchers

Trustee review for vouchers by Kamal.

11. Selection of Meeting Date

Next regular meeting on Wednesday, July 8, 2026, at the Library! at Bown Crossing.

12. Adjourn

The meeting location is accessible for those with physical disabilities. Participants may request reasonable accommodation, such as a language interpreter, from the City of Boise to facilitate participation in the meeting. If you require assistance with accommodation, please contact us at CommunityEngagement@cityofboise.org or call (208) 972-8500.

BOISE PUBLIC LIBRARY

Library Director's Report

June 2026

Operations

Hours and Services Status

All locations experienced normal operations during May without the need for adjustments to hours or services with one exception:

- On Monday, May 18th, the Library! at Cole and Ustick closed to the public at 3:30pm when the public restrooms were closed due to a maintenance issue. The Library provided curbside pickup of holds until 6pm when it closed for the day as scheduled. The maintenance issue was resolved and the Library opened fully on Tuesday, May 19th.

FY27 Budget and Budget Work Session

On Wednesday, May 6th the mayor held her 2026 State of the City Address. During her address, the mayor shared that as part of the FY27 budget she is recommending \$2,000,000 be allocated for seed funding for a library in West Boise. This funding will be discussed by trustees as part of the June meeting during the agenda item related to the Fiscal Year 2027 Budget.

On Tuesday, May 19th the city council held a Work Session to consider the FY27 budget. As part of this, all department directors presented to council both on the impact of FY26 investments as well as the impact of potential investments in FY27. The Work Session consists of two sessions:

- Morning session: [Boise City Council - Budget Workshop](#)
- Afternoon session: [Boise City Council - Noon Session](#).

My presentation to council begins at the 2 hour: 52 minute mark of the morning session.

With the FY27 budget, council will consider:

- **Increased Materials: \$225,000**
 - As we continue to see increased circulation (and increased materials costs), additional funding for materials will allow our Collections Development team to keep our print and digital materials new and relevant.
- **Librarian Senior at Hillcrest: 1 FTE**
 - To meet current and increasing usage at the Library! at Hillcrest, an additional librarian will allow us to better serve the public. We will be better able to meet community requests for outreach activities and will be able to better program the Hillcrest Front Porch. Additionally, this will mean that all four branch locations will have at least two librarians on staff.

Board of Trustees

On Saturday, May 16th Ron Pisaneschi, Board President, and Nikki Pantera, Board Vice-President attended the Summer Reading and Learning Celebration on behalf of the Library Board of Trustees.

Library Board of Trustees Recruitment

During the June 9th Evening Meeting, the mayor will request that council confirm her appointment of Theresa McLeod to the Library Board of Trustees for a term from July 1, 2026 to June 30, 2031. If confirmed, her first meeting as a trustee will be July 8, 2026.

Theresa is the Community Health and Engagement Administrator for St. Luke's Health System. She has led mayoral and community initiatives dedicated to improving social determinates of health. She has extensive experience with the education and non-profit sector and has served on the boards of the Idaho Community Foundation, the Idaho Nonprofit Center, and the United Way of Treasure Valley.

A Call for Action of E-book Pricing

The Urban Libraries Council, which Boise Public Library is a member of, released a [statement](#) calling attention to the e-book pricing crisis and demanding changes from the largest publishers. This statement was made in conjunction with the Association for Rural and Small Libraries, the Chief Officers of State Library Agencies, the Canadian Urban Libraries Council, and the Public Library Association. This is part of an ongoing effort to advocate for fair, transparent, and sustainable pricing for digital content for library users.

Administration and Management Reports:

Expand Access

- The Library joined the international [Hidden Disabilities Sunflower Program](#) in May to help foster a more welcoming and inclusive community. By wearing a sunflower lanyard, Library staff can easily identify a library user who may need a little extra help. Sunflower lanyards are also now available to be picked up at all five library locations.
- Starting in May, kids and teens can sign up for the Valley Regional Transit [Youth Ride Free](#) bus passes at the Library. VRT is partnering with the City of Boise to offer unlimited rides all summer long (May 1 to August 31) to youth traveling in the Treasure Valley. Available for any VRT service in Boise, Garden City, Meridian, Nampa, and Caldwell.
- The Library! at Bown Crossing reconfigured the layout of the bookshelves on the public floor as part of an ongoing project to create a more accessible and adaptive reference space for library users. The new configuration has created more space around the information desk and has made all collections, especially the children's collections, easier for users to find and access.
- Library staff participated in [First Thursday](#) at Cherie Buckner-Webb Park to talk about library services and help celebrate America 250 with the City of Boise.
- The Library! at Cole and Ustick partnered with barbers and stylists from [Madril Salon](#) and the [Boise Barber College](#) to provide free haircuts for community members aged five and older.
- Librarians from the Library! at Collister participated in four outreach events coordinated by the City of Boise's Community Engagement team. These resource fairs were at several of Boise's affordable housing units (Wilson Station, Adare Apartments, Denton St Apartments, and New Path Community Housing). City teams from the Library, Curb It!, Keep Boise Cool, and Parks and Recreation attended, as well as Valley Regional Transit. Library staff made about 50 library cards, provided mental health and community resource information, and shared information about the Library's Home-Based Services. It was a great opportunity to connect with the community, and attendees left empowered.
- The Library! at Bown Crossing partnered with Ada County Elections to serve as an Early Voting station in the two weeks leading up to the primary elections and a polling station on Election Day.

Increase Impact

- The Library kicked off the month of May with Free Comic Book Day for all ages on May 2, with over 300 participants across the four neighborhood branch locations. Attendees could choose two comics from a selection of fun titles, sponsored by [The Collector's Outpost](#).
- On May 16, Boise Public Library partnered with the Ada Community Library for the 5th annual [Summer Reading and Learning Celebration](#), kicking off the Summer Reading program and showcasing community summer opportunities. Approximately 1,000 people attended the four-hour event at Jack's Urban Meeting Place (J.U.M.P.) and participated in a number of fun and enriching activities. [Boise Rock School](#) students and dancers from [Nritya Kalashetra Company](#) and [Starbelly School of Dance](#) performed. [Valley Regional Transit](#) was onsite to invite attendees to learn more about the Youth Ride Free program. Other activities included an exhibitors area, STEM area, and visits with library mascots. Over twenty organizations participated, including the Garden City, Meridian, and Eagle public

libraries; Idaho Public Television; Rediscovered Books; Boise National Forest; and Zoo Boise.

- Each neighborhood branch hosted a [Summer Reading](#) Kickoff Party on May 22, helping more than 350 participants of all ages to learn about and sign up for the Summer Reading program.
- The four neighborhood branch locations each partnered with [Tree City Chamber Players](#) to present musical storytimes featuring live music.
- The Bown Crossing and Cole and Ustick branches partnered with [Ballet Idaho](#) to present special family storytimes.
- Youth Services staff hosted [Boise Music Week](#) children's programs at the Library! at Hillcrest. BMW Children's Program chair Paige Moore presented her program "Library of Animals," and later in the week Youth Services Staff put on a music carnival. Participants played music games, did musical crafts, and participated in a musical instrument petting zoo put on by Let's Play Music.
- The Library! at Hillcrest hosted [Dr. Pickelstein's Traveling STEM Show](#) for youth.

Optimize Resources

- A Youth Services librarian completed the [Boise State University Leadership Development Program](#).
- Youth Services welcomed interns to the Library for the summer. A Youth Services librarian and a librarian from the Library! at Cole and Ustick are working with the interns this summer to increase outreach opportunities.
- Members of the Library's Leadership Team participated in a 2-hour [Community Resiliency Model](#) training to better understand how to use the model to support staff and the public. Other staff members participated in the quarterly CRM Basics training for incoming staff and those wanting a refresher.
- The Lynx Consortium officially moved to its new discovery layer in May: Aspen Discovery is supported by Grove for Libraries and works with the consortium's integrated library system (ILS) to display catalog results for users, as well as to now provide related results from the Library's event calendar and relevant Library webpages. Library staff and library users were invited to share their feedback with the consortium team to enhance the implementation. More information was shared in Grove's recent [press release](#).

Measure Value

Monthly Email Newsletter: [May](#)

- Sent May 4, 2026, 14,859 successful deliveries
- Content included:
 - New, Smarter Way to Search Our Catalog
 - Idaho Gives for BPL Foundation
 - Summer Reading Celebration
 - Summer Reading Program
 - Youth Ride Free with VRT This Summer
 - Tabletop Role-play Space at Bown Instagram Reel
 - Photography for Teens
 - Newspaper Source Plus
- 57.88% opened/read the newsletter (8,600 out of 14,859 successful deliveries) / Click-through Rate 5.03% (433)

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

- Sent May 19, 2026, 1,426 successful deliveries
- 62.34% opened/read the newsletter (889 out of 1,426 successful deliveries) / Click-through Rate 3.82% (34)

Media Coverage

Downtown Library Reopens 2nd and 3rd Floor After Electrical Work

- [KTVB](#) – \$2,163 in value

BoiseDev Archives Now Available for BPL Library Users

- [BoiseDev](#)

Summer Reading and Learning Celebration

- Idaho Press Tribune - \$455 value

DOWNTOWN LIBRARY IMPROVEMENTS, BOWN CROSSING LIBRARY & LIBRARY FACILITIES PLANNING PROJECT STATUS REPORT

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

PROJECT STATUS:

Period Covered:	May 2026
Program Highlights	<ul style="list-style-type: none"> • Installation of new electrical switch gear complete • Cost/Scope Finalization in Progress: <ul style="list-style-type: none"> ○ Infrastructure & Safety: Full fire alarm system upgrade and geothermal heat exchanger. ○ Compliance & Remediation: Additional asbestos abatement and insulation modifications. ○ Program Enhancements: Addition of a dedicated lactation room. • Bown Crossing AutoSorter on schedule to be installed in June 2026
Program Summary	<p>Downtown Library Improvements: A multi-year program of projects to extend building life by 20+ years.</p> <ul style="list-style-type: none"> ▪ Status: 1st floor renovations and deferred maintenance are on track for completion by Fall 2026. ▪ Upcoming: Parking lot replacement is slated for FY 2027. <p>Bown Crossing Library: Implementation of operational and safety upgrades, including a new book auto-sorter and bird strike mitigation.</p> <ul style="list-style-type: none"> ▪ Status: Equipment is ordered; installation is anticipated for June 2026. <p>Library Facilities Master Planning: A long-term strategic plan to guide future decisions on location, sizing, and staffing for the next two decades.</p> <ul style="list-style-type: none"> ▪ Status: Facility Plan reviewed in joint Board and Council meeting. Council has asked for additional information from Public Works and Library.
DOWNTOWN LIBRARY IMPROVEMENTS UPDATE	<p><u>1st Floor Renovations and Deferred Maintenance:</u></p> <ul style="list-style-type: none"> ✓ 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 scope includes updates and modifications to the existing mechanical, electrical, plumbing, and fire alarm. <p>Status:</p> <ul style="list-style-type: none"> • Furniture planning complete

	<p><u>Major Parking Lot Replacement</u></p> <ul style="list-style-type: none"> ✓ 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. <p>Status:</p> <ol style="list-style-type: none"> 1. The Design Team has successfully resumed work from the end of the Schematic Design phase and plans to submit to Design Review (DR) in June, with permit submission targeted for the fall. 2. Idaho Power will cover the cost of providing and locating the new transformer. 3. Construction is scheduled to begin in April 2027. <p><u>Brick repairs/ Window Replacements</u></p> <ul style="list-style-type: none"> ✓ Project Scope: Repair exterior cracks in mortar & window replacement for 2nd – 4th floors. <p><u>Elevator Upgrades – 4 story</u></p> <ul style="list-style-type: none"> ✓ Project Scope: Replace elevator in 4 story with an MRL traction system. <p>Status:</p> <ol style="list-style-type: none"> 1. Schindler purchasing contract is finalized. The process from engineering through installation is anticipated to take approximately six months. 2. Elevator demolition is expected to begin in June 2026.
<p>BOWN CROSSING LIBRARY UPDATE</p>	<p>Scope: Installation of new book auto sorter. Scope has been expanded to include bird strike mitigation and new information desk.</p> <p>Status:</p> <ul style="list-style-type: none"> • AutoSorter installation has been scheduled for June 2026 • Bird Strike Mitigation contract initiated • The new information desk layout and configuration are currently being refined in coordination with Interior Solutions.
<p>LIBRARY FACILITIES PLANNING UPDATE</p>	<p>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.</p> <p>Status:</p> <ul style="list-style-type: none"> • Facility Plan reviewed in joint Board and Council meeting. Council has asked for additional information from Public Works and Library.

PROJECT COMPONENTS:

<p>Scope</p>	<p>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.</p>
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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	Project team is currently evaluating mitigation strategies to maintain the Fall 2026 completion target for the Downtown renovations.
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.
Resources	

SCOPE MANAGEMENT:

Status	Discussion
Accomplished	Downtown Library: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 1st floor renovations and building systems upgrades • Exterior brick repairs/ window replacements • Major parking lot replacement • Elevator Replacement



Library!

BOISE PUBLIC
Library!



BOISE PUBLIC LIBRARY

Library Statistics Report to the Board of Trustees | June 2026

In-Person Visits

281,680

YTD through Last Month

45,282

Prior Month

63,467

Prior Month Prior Year

-29%

Month Percent Change

451,843

YTD Fiscal

504,569

LastYTD Fiscal

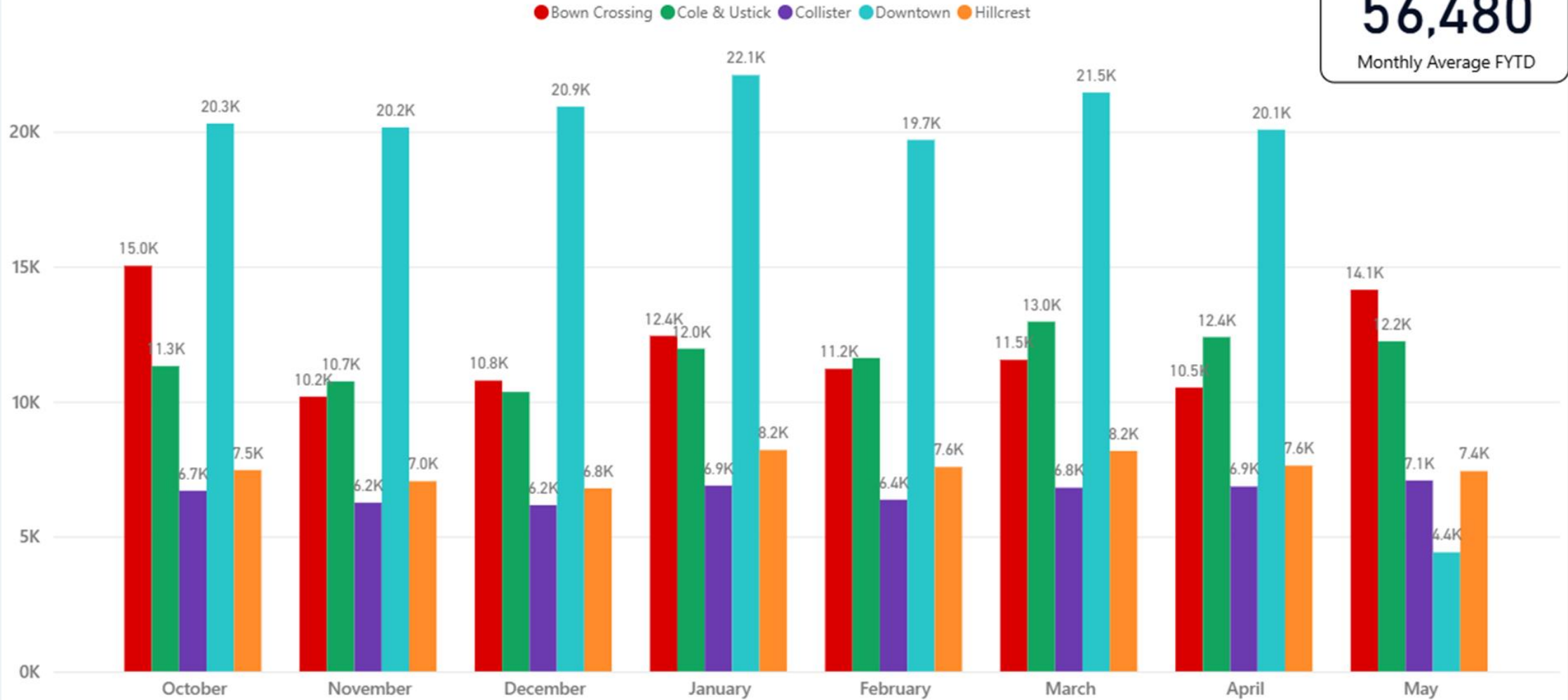
-10%

YTD Percent Change

In-Person Visits Fiscal Year 26

56,480

Monthly Average FYTD



45,282
Prior Month

63,467
Prior Month Prior Year

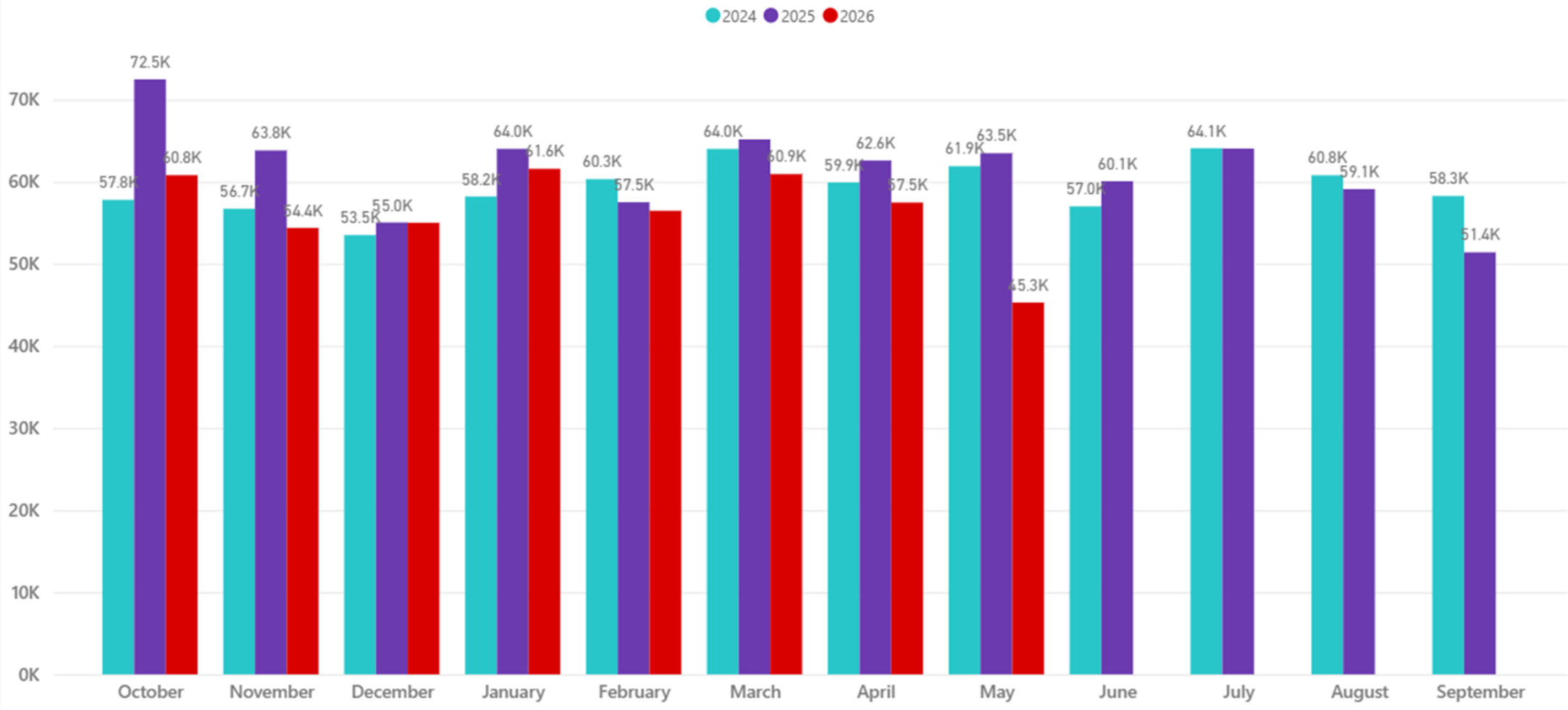
-29%
Month Percent Change

451,843
YTD Fiscal

504,569
LastYTD Fiscal

-10%
YTD Percent Change

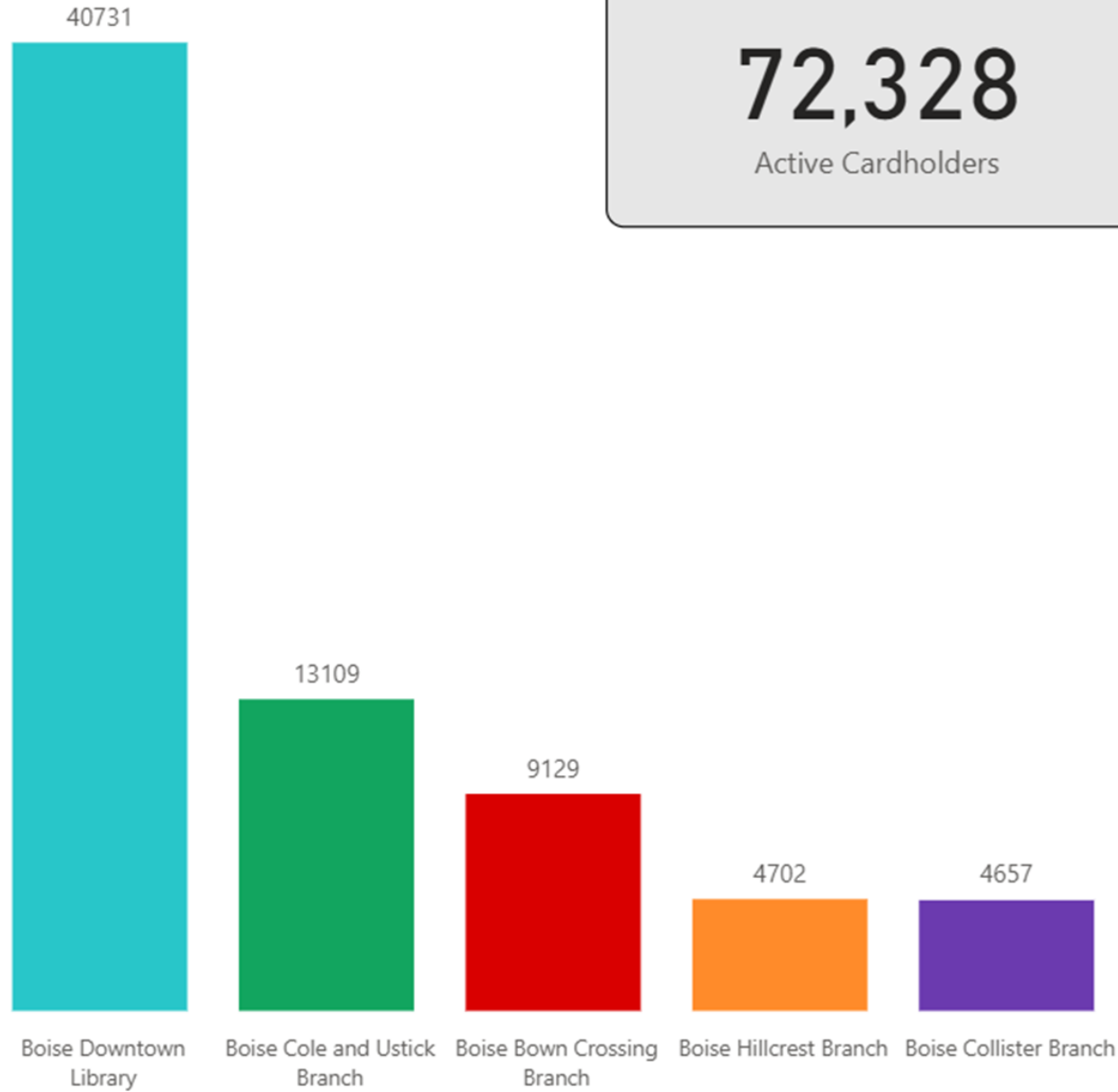
Total In-Person Visits by Year



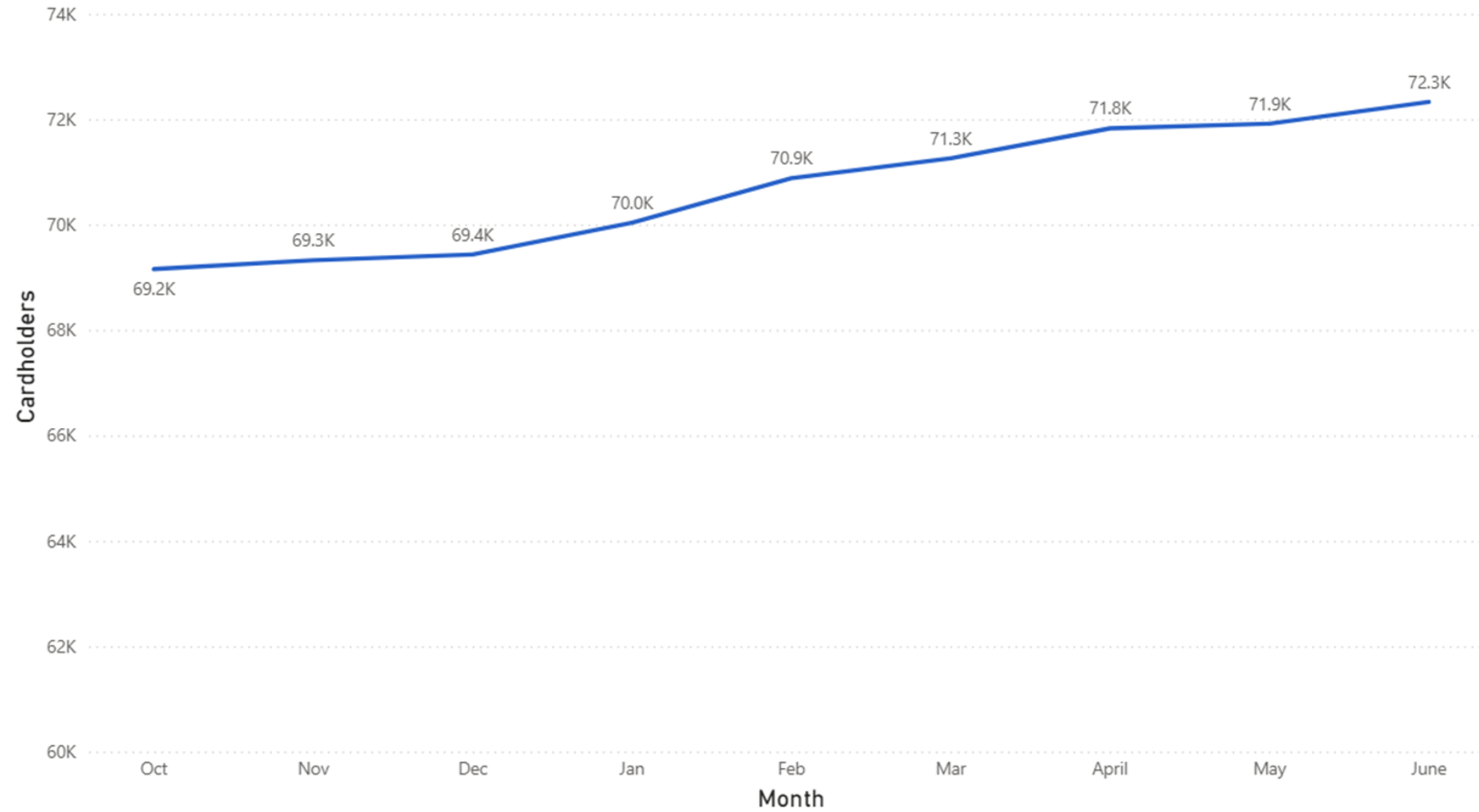
Active Cardholders

Definition: An active cardholder is a library user who currently has a valid unexpired card and can checkout books or use other library services

Active Card Holders



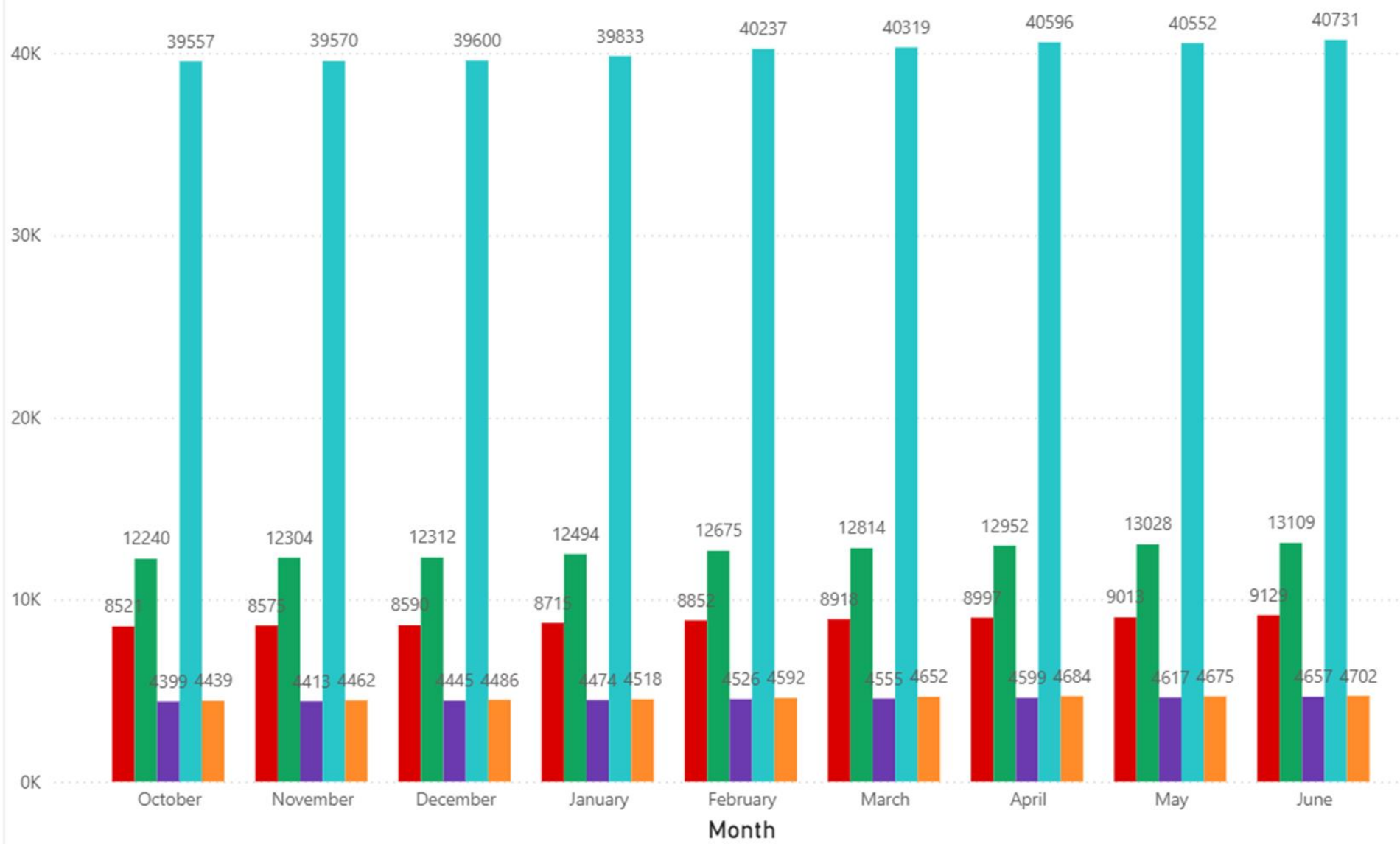
Cardholders by Month FY26



Active Cardholders by Month and Branch



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

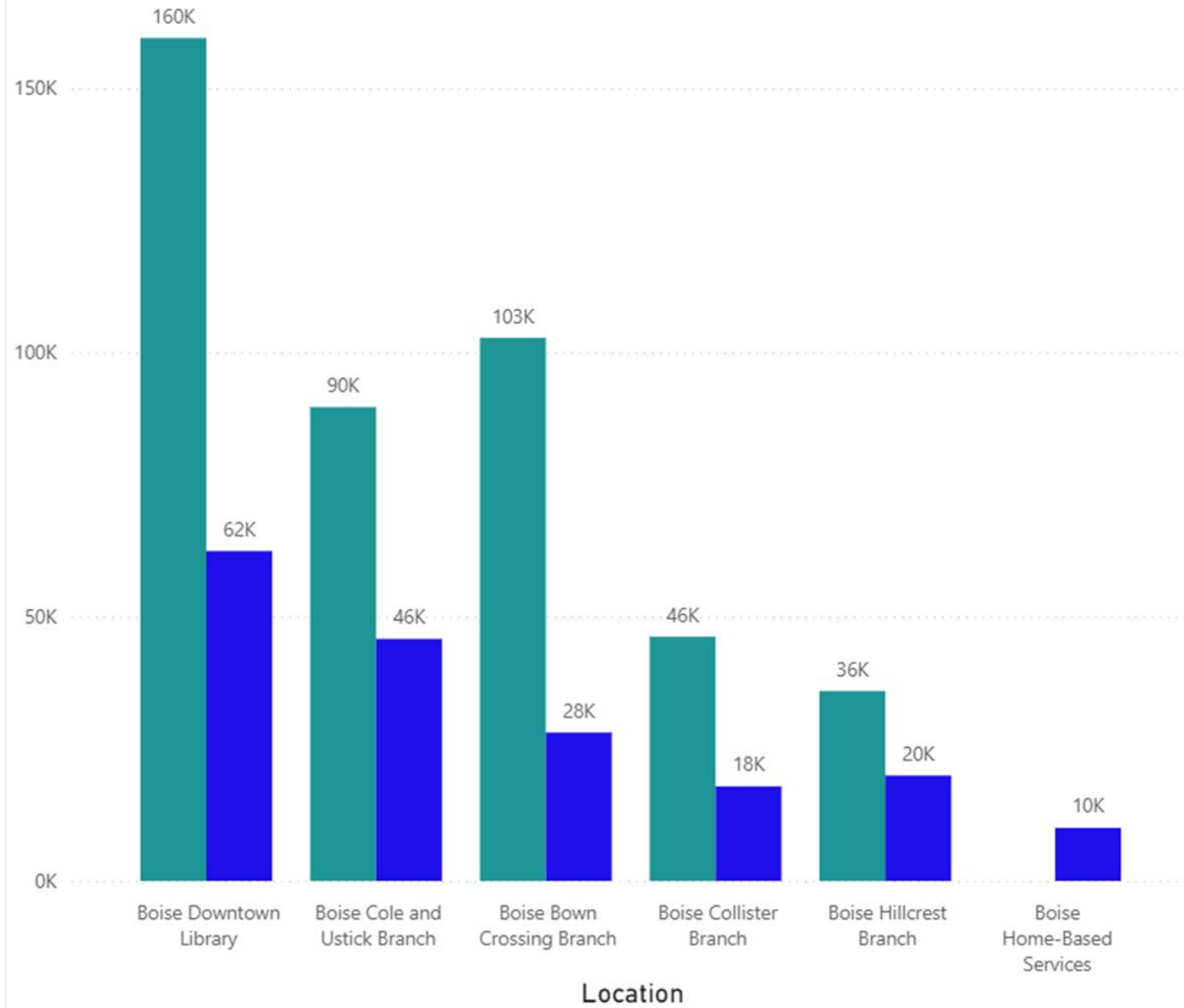


Physical Circulation

Physical Circulation FYTD26 by Location



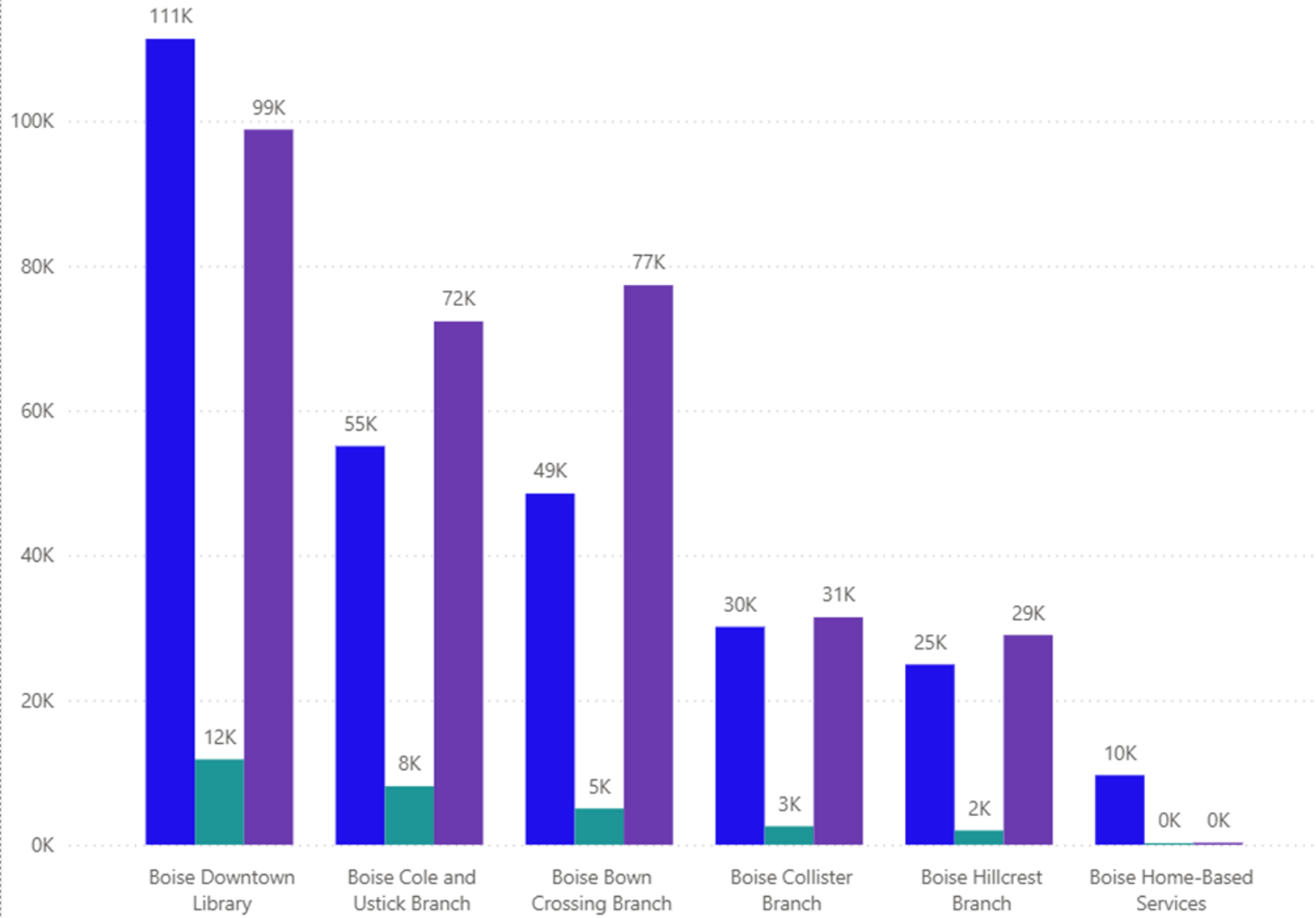
Checkout Type ● Self Checkout ● Staff-Assisted



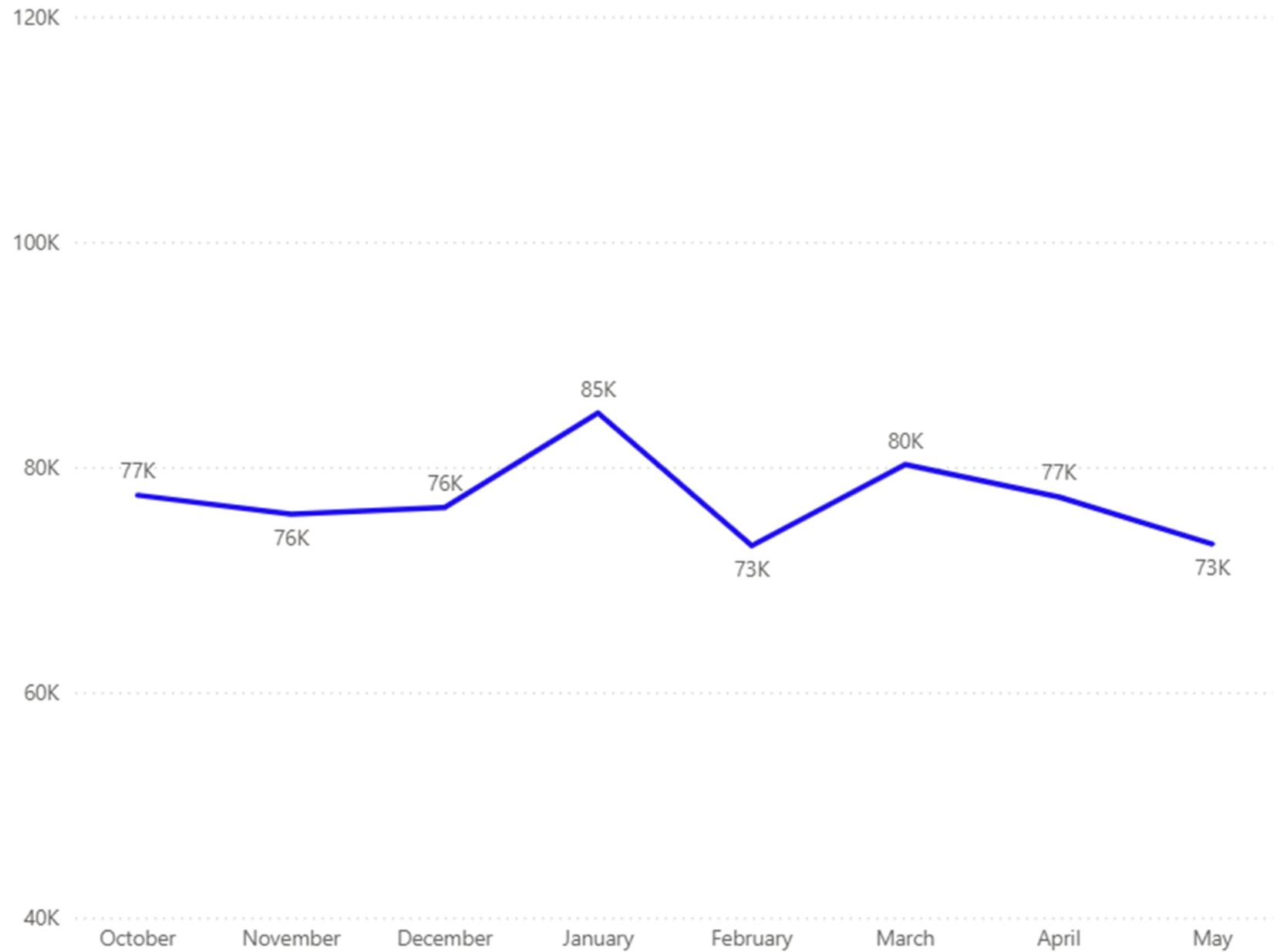
Physical Circulation by Audience FYTD '26



Audience ● Adult ● Teen ● Youth



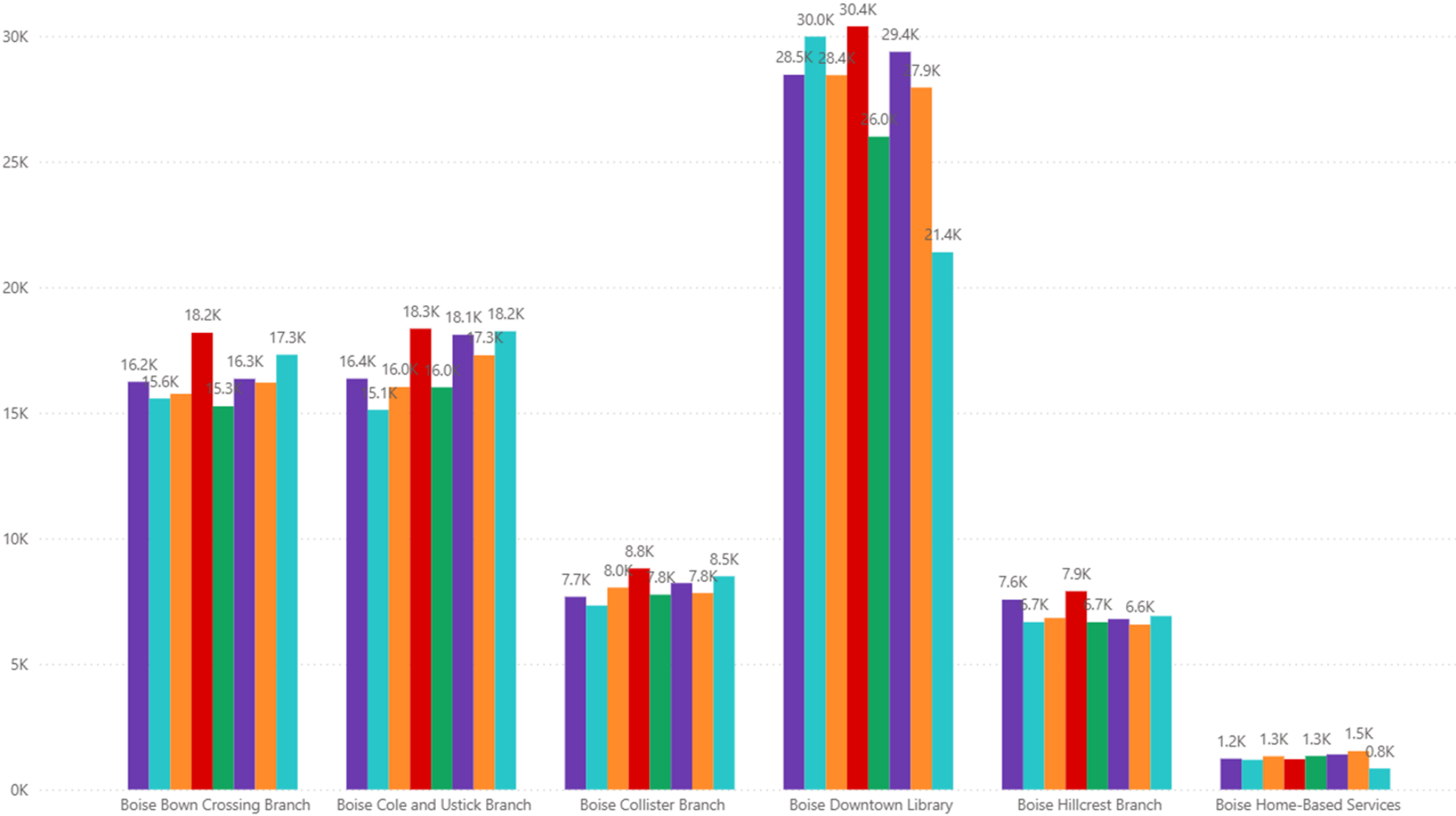
Physical Circulation - Fiscal Year '26



Physical Circulation for Fiscal Year '26



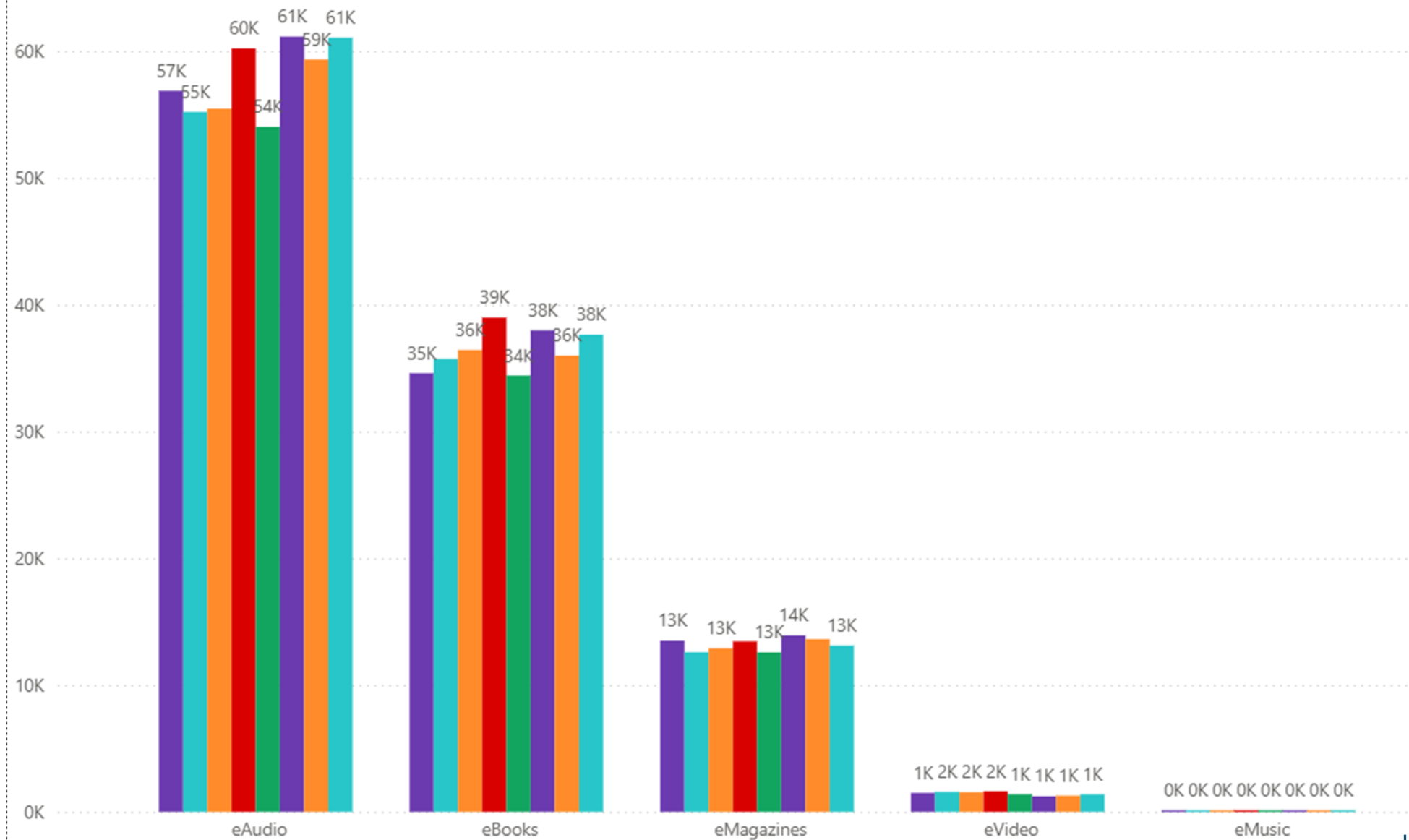
Month ● October ● November ● December ● January ● February ● March ● April ● May



Digital Circulation

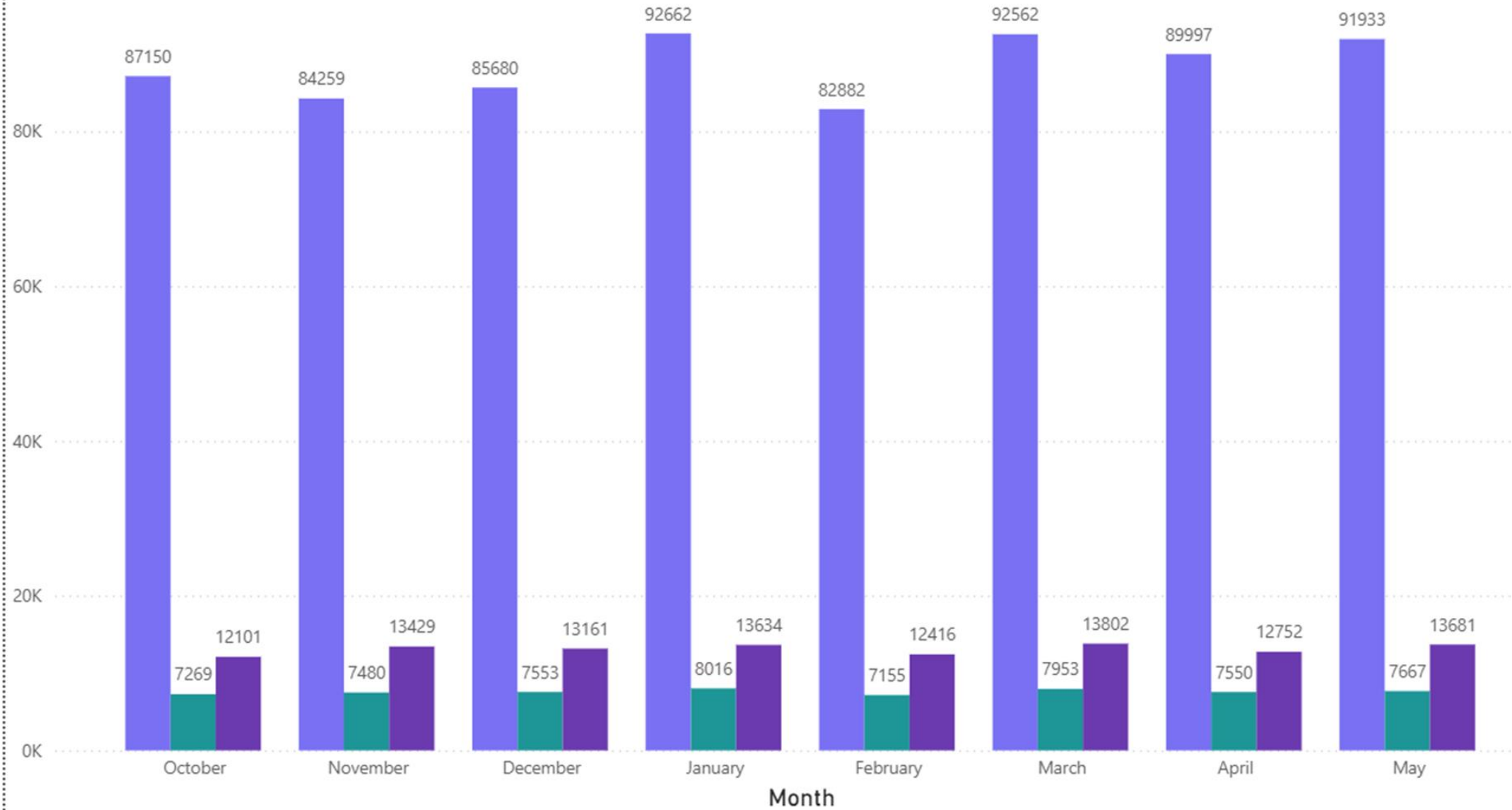
Digital Circulation by Format FY '26

Month ● October ● November ● December ● January ● February ● March ● April ● May

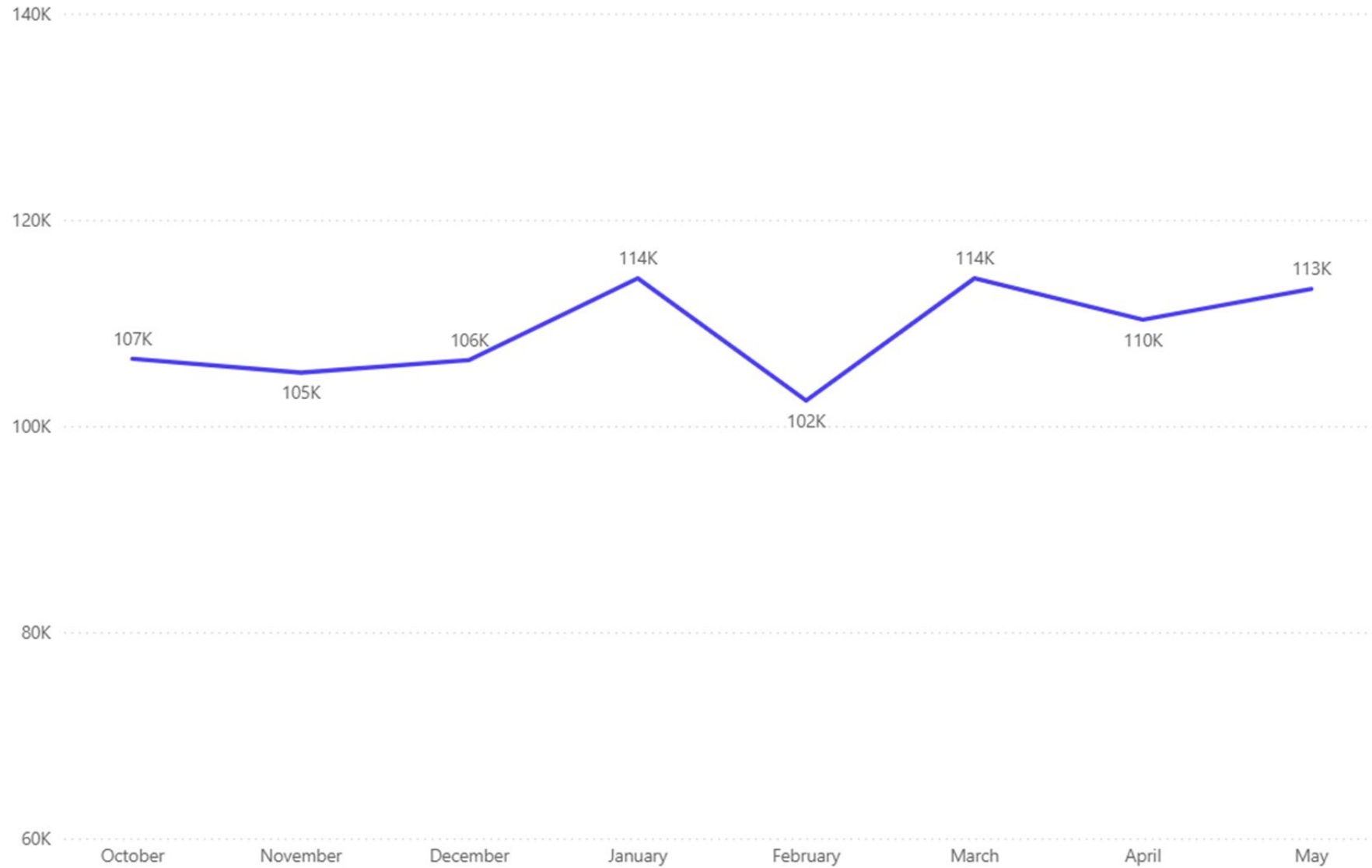


Digital Audiences by Month - FY26

Audience ● Adult ● Teen ● Youth



Digital Circulation by Month - FY26

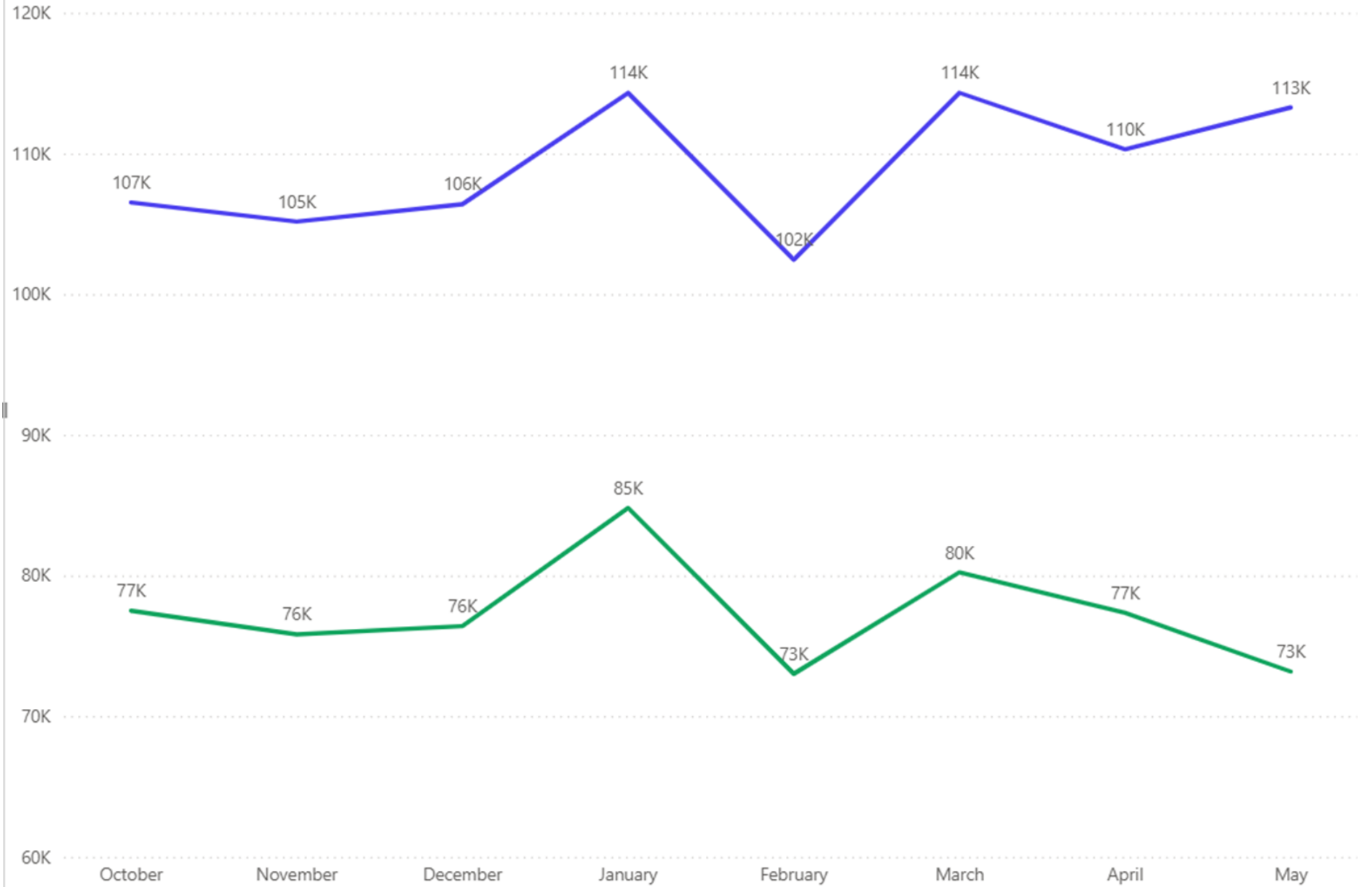


Digital and Physical Circulation

Physical and Digital Circulation FY26

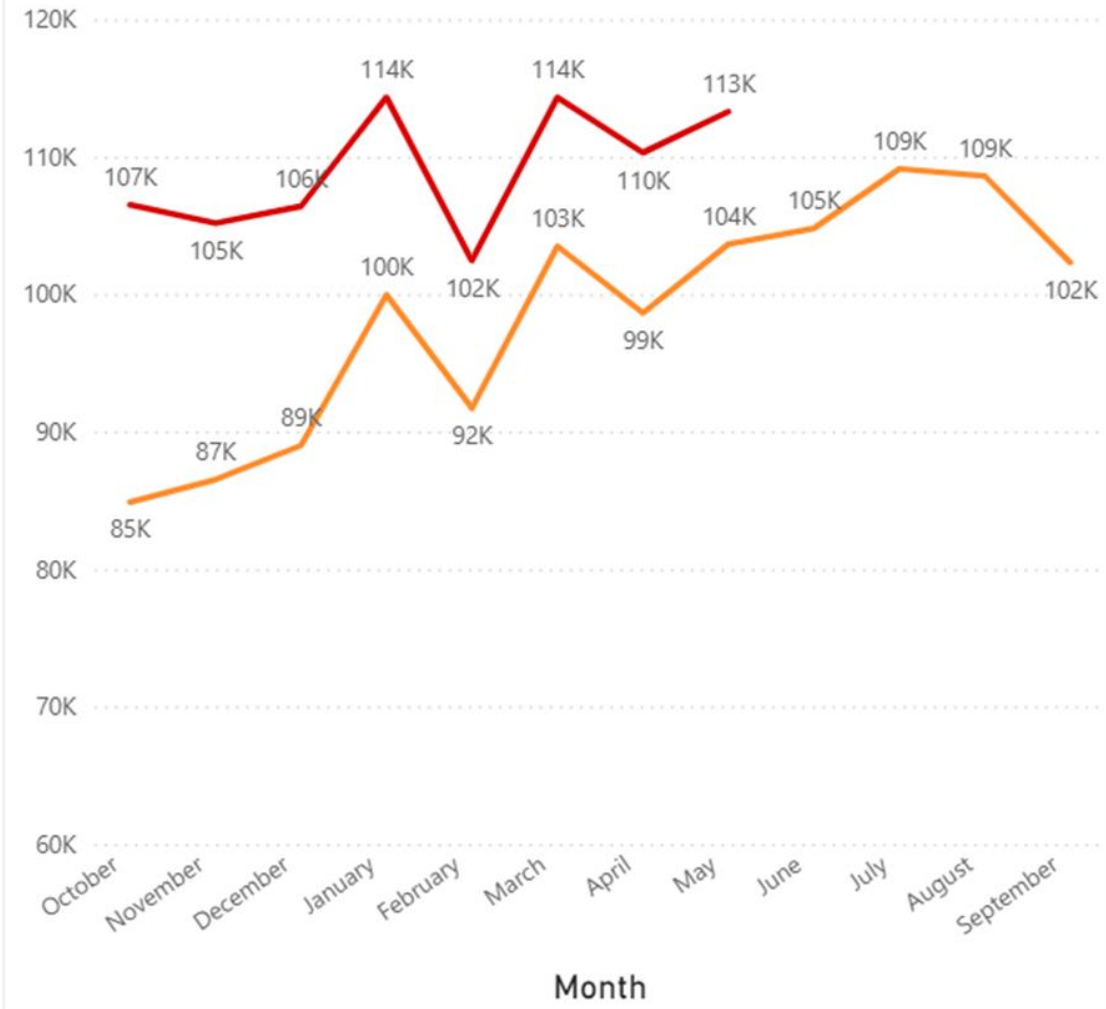


● Digital ● Physical



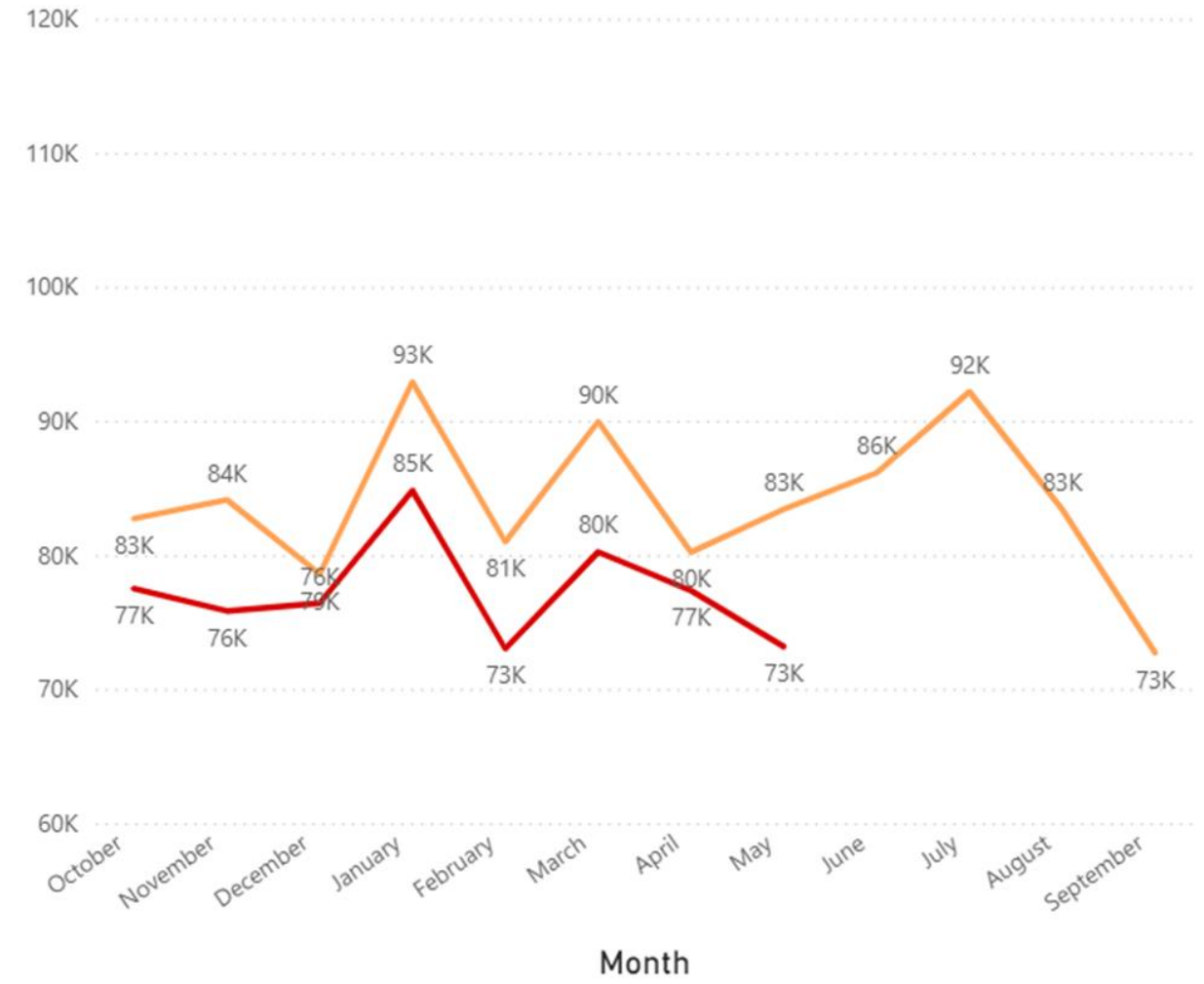
Digital Circulation Historic

FiscalYear ● 2025 ● 2026



Physical Circulation Historic

FiscalYear ● 2025 ● 2026

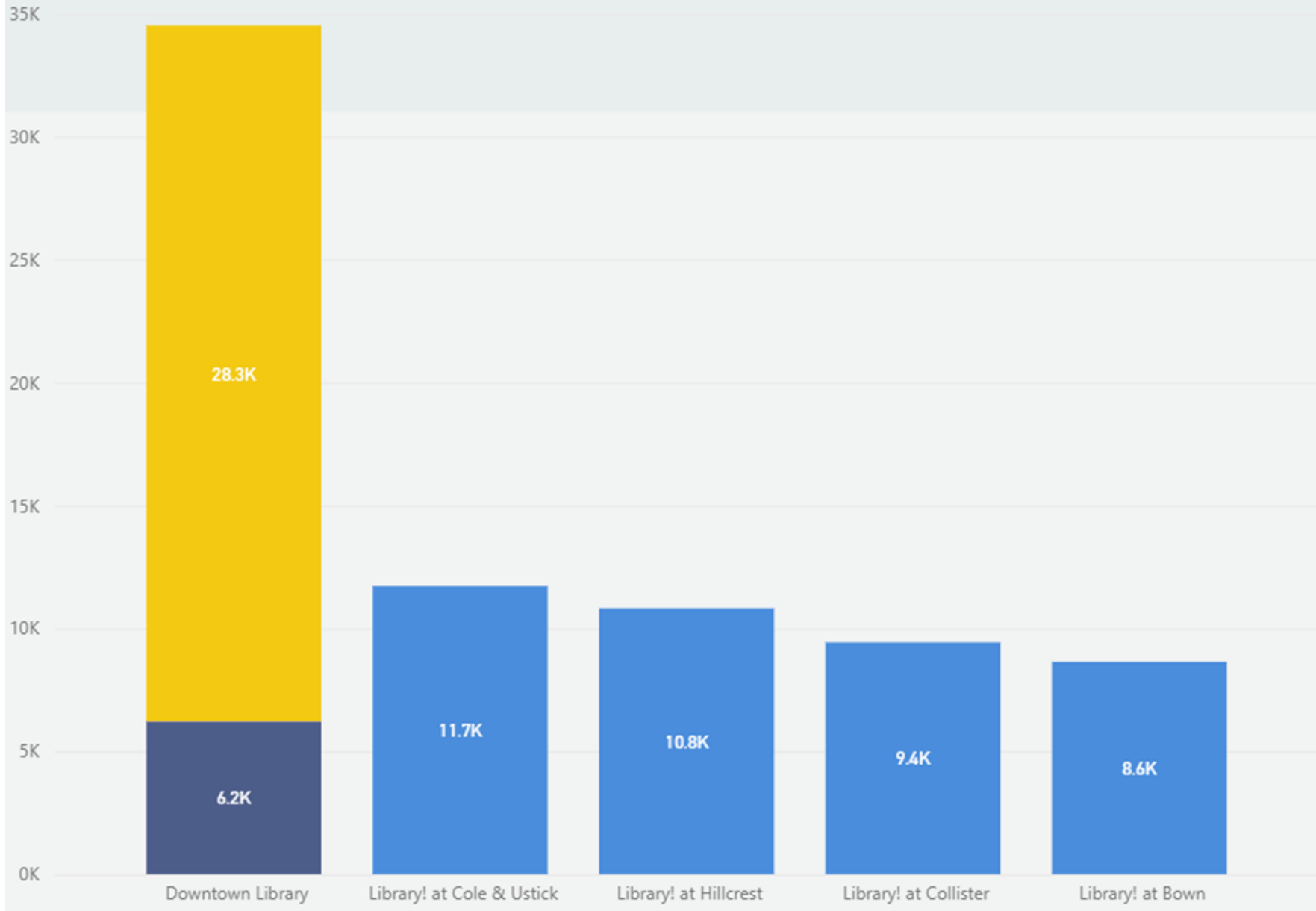


Reference

Question Count by Desk and Location FY26

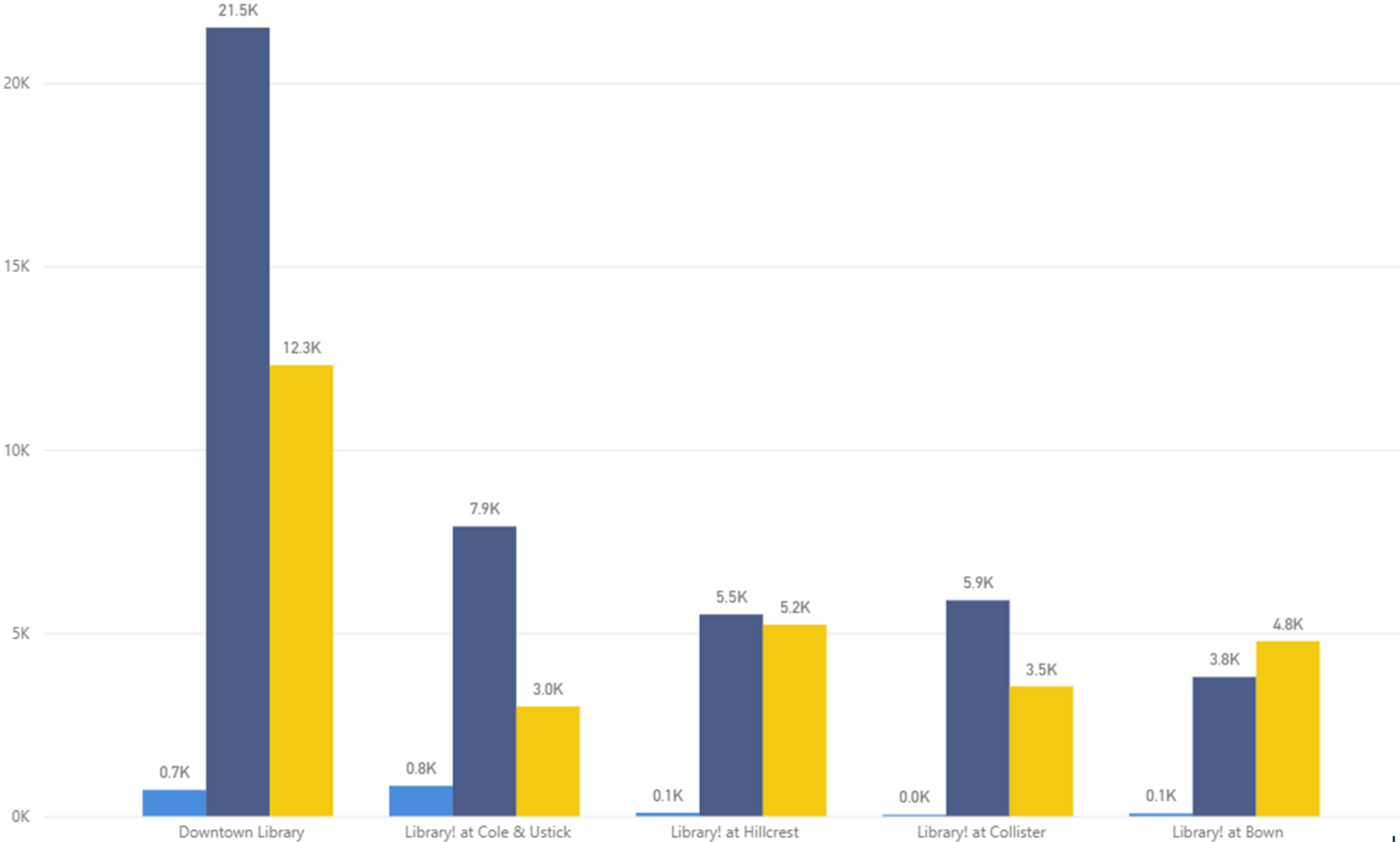


Location ● Desk ● Greeter 2nd ● Greeter 3rd ● Info Services



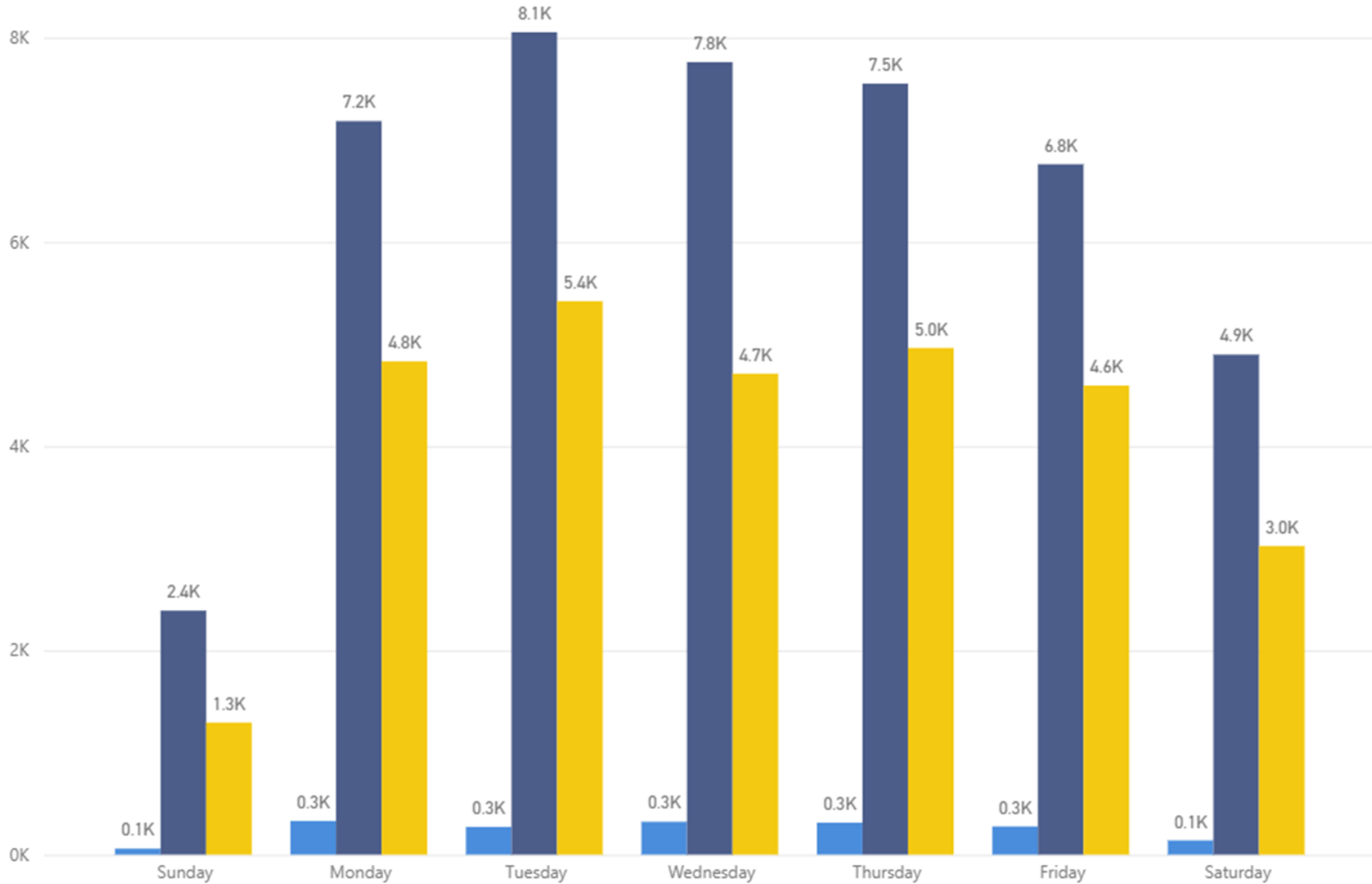
Question Type by Location FY26

Question Kind ● Curbside Holds Pickup ● Directional ● Reference



Question Type by Day of Week FY26

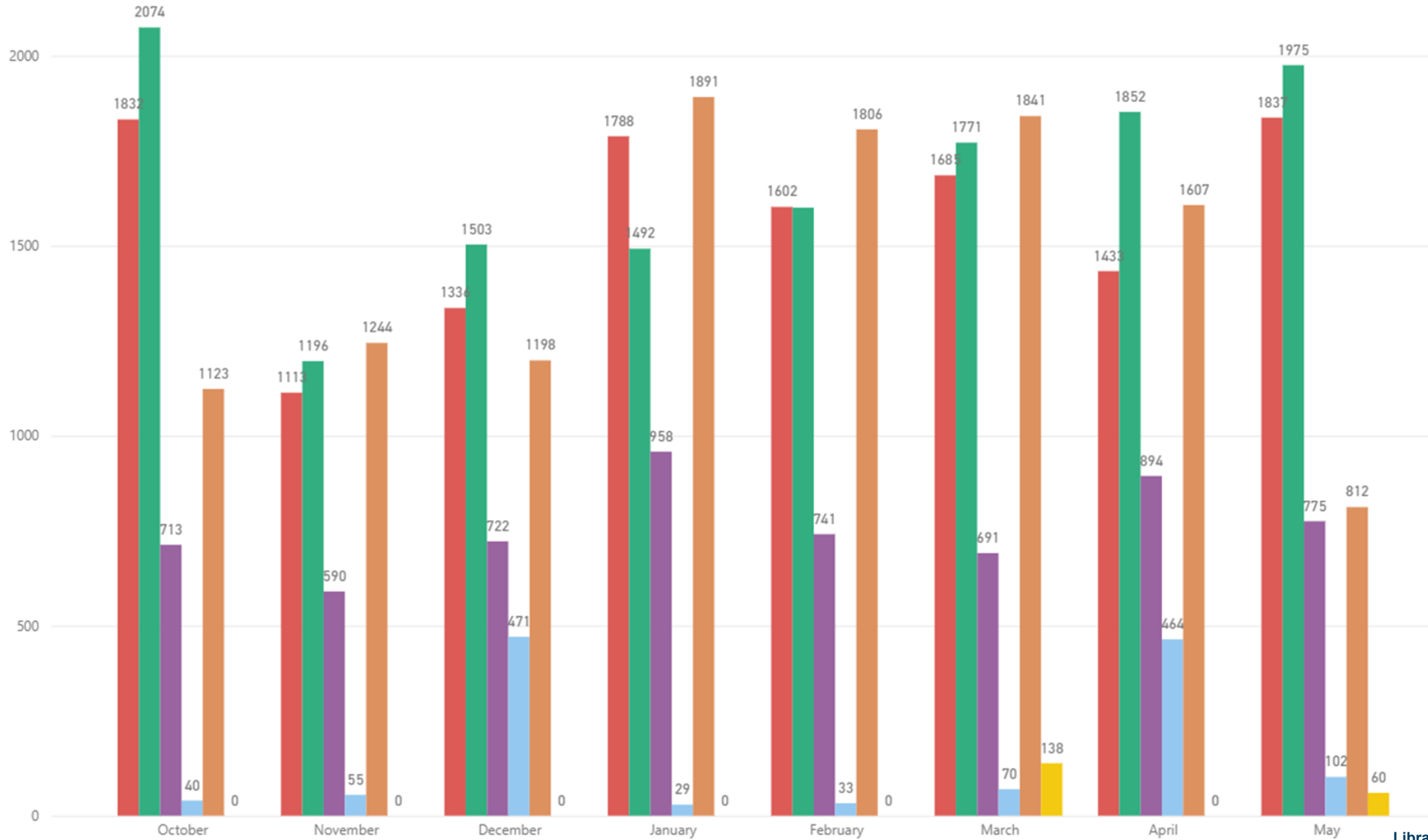
Question Kind ● Curbside Holds Pickup ● Directional ● Reference



Programs

All Branches Program Attendees FY26

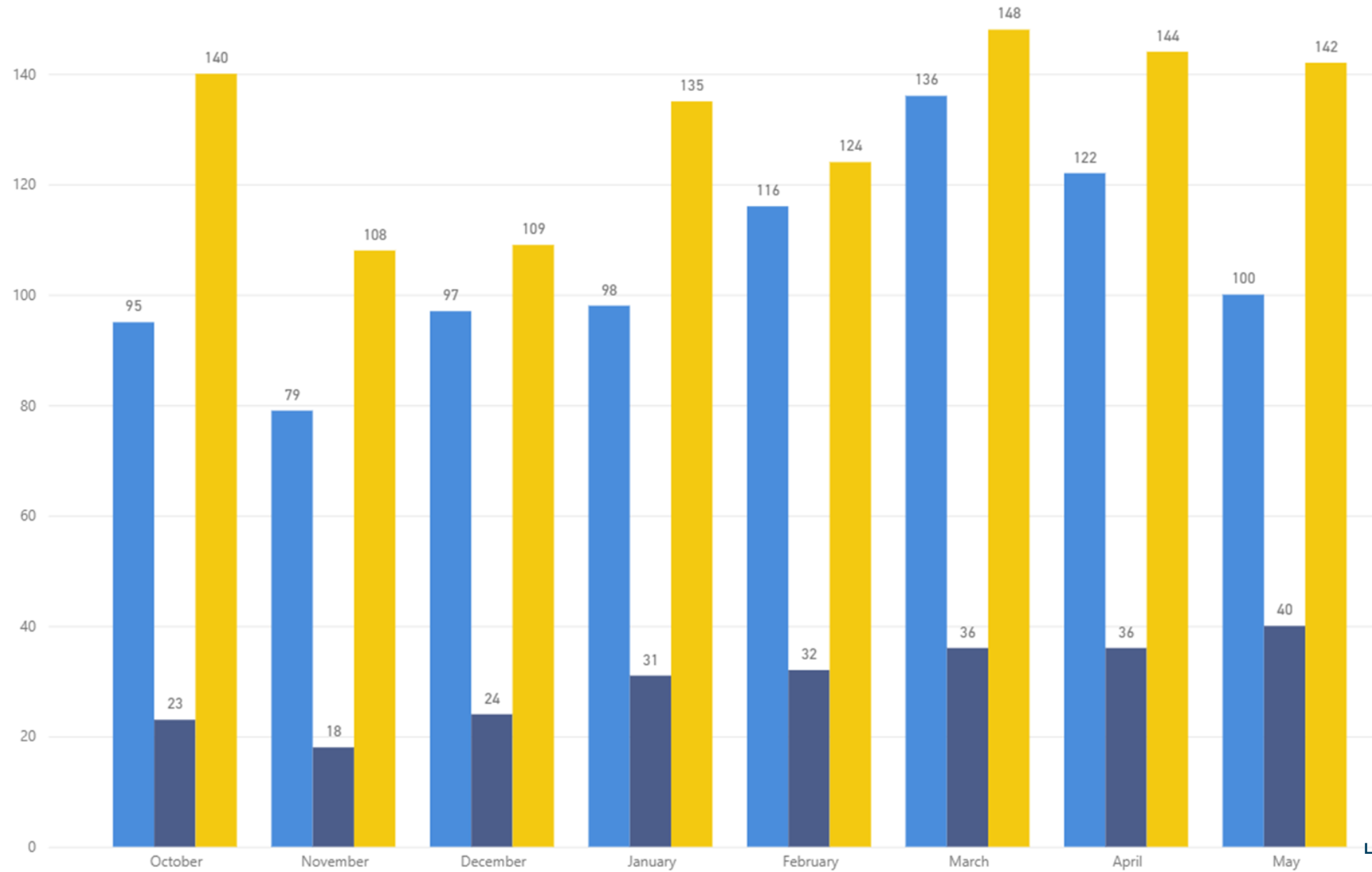
campus ● Bown ● C & U ● Collister ● Downtown ● Hillcrest ● System



Events by Audience FY26



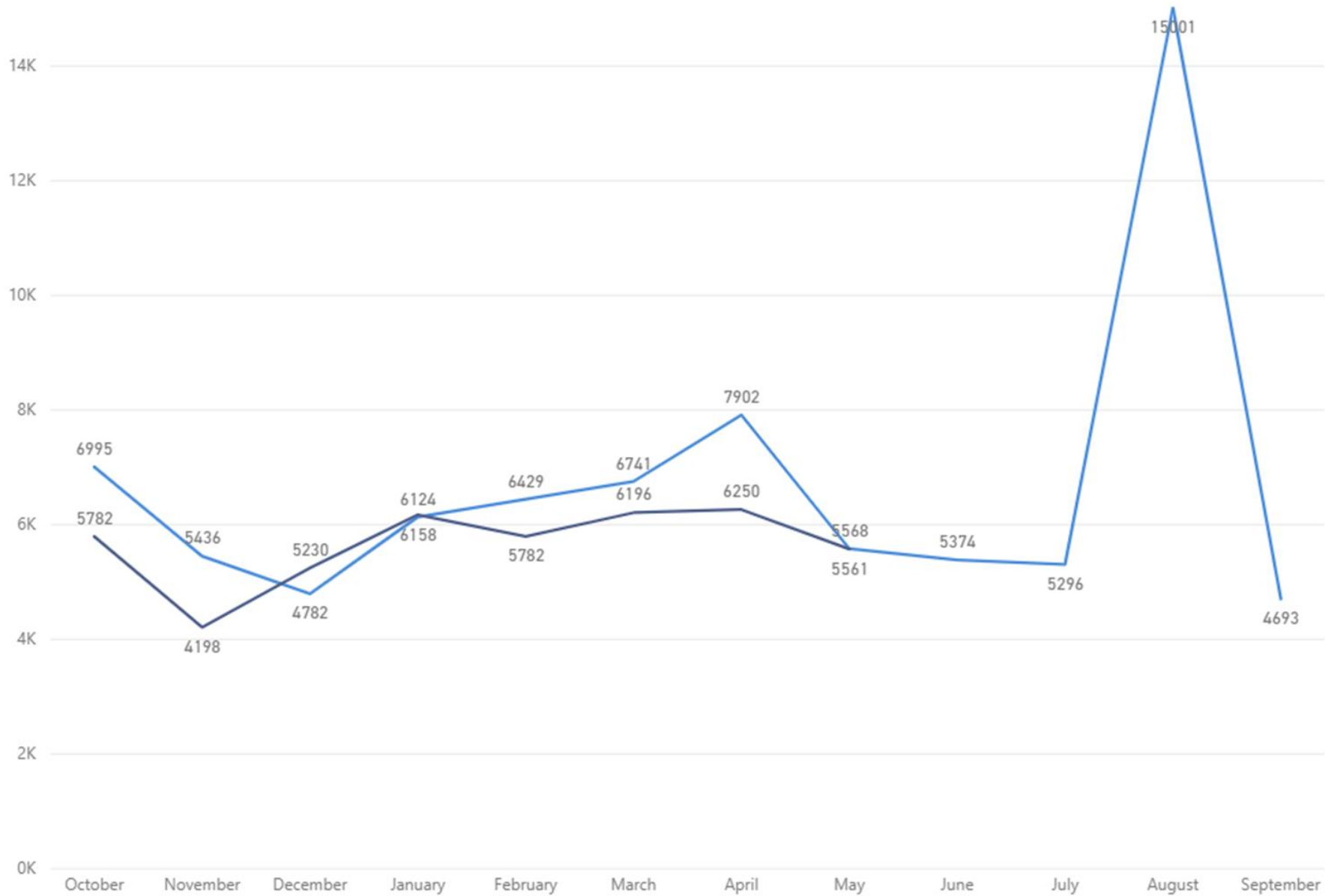
● Adult ● Teen ● Youth



Program Attendance FY25-FY26



fiscal_year ● 2025 ● 2026



Boise Public Library

Policy Review June 10, 2026

Policy items reviewed and presented are as follows:

Section 6.00, *Gifts and Bequests*

- Policy 6.01, Gifts
- Policy 6.02, Facility Naming

Staff Recommendations:

Section 6.00, *Gifts and Bequests* of the Boise Public Library Policy Manual is presented to the Library Board for review. Staff have no recommended changes on the policies presented.

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

Document Type:	Policy
Number:	6.01
Effective:	03-01-2011
Revised:	03-01-2011
Last Reviewed:	06-11-2025

GIFTS

Books and other materials will be accepted on the condition that the Director or designee has the authority to make whatever disposition is deemed advisable.

Staff members responsible for selection of materials will base their decision to include gift materials in the Library collection upon the following considerations:

1. whether they conform to the Library's standards of materials selection;
2. whether the physical condition is satisfactory; or
3. whether the Library needs the title or added copies of the title in its collection.

When the Library receives a cash gift for the purpose of memorial, tribute, or other materials, the selection may be made by the donor or, at the request of the donor, by the Director or designee. The general nature of the book, or its subject area, may be based upon the interests of the deceased or the wishes of the donor, and the needs of the Library. Should the donor indicate no preference for a specific use of the gift, the donation may be used in a way and for whatever materials or equipment are deemed to be of greatest need for the Library.

Gifts other than books shall be accepted or rejected on the basis of artistic quality, suitability to the Library's purposes, and availability of space for their display. The Director or designee has the authority to accept or reject such gifts; the decisions regarding acceptance of a specific gift shall be conveyed to the Board of Trustees and may be subject to further consideration by the Board. Gifts of money, real property, and/or stock will be accepted if they comply with state and city codes governing such gifts; provided, in accordance with Idaho State Code, stock will be sold, with the proceeds deposited in the Library's gift fund account.

The Library will not accept for deposit materials that are not outright gifts.

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FACILITY NAMING

The Board will consider naming library facilities using the following criteria and will consider naming opportunities on a case by case basis.

1. Preference for facility names shall be given to names reflecting the geography or historical significance of the neighborhood the library will serve.
2. Generally, Board members will consider naming rights for individuals or families who donate a significant and substantial amount of the total construction cost of a project, typically one-half or more of its total cost.
3. The Board may choose to honor an individual, usually deceased, who has contributed to the public library's mission in the Boise area or state of Idaho.
4. The name of a company, organization, product or service will not typically be considered as a library facility name.
5. A library facility name may be changed in the future. A facility name is not guaranteed to remain in perpetuity.

The Board may organize a subcommittee to review and recommend facility names to the Board. The subcommittee will consist of two Board members, two appointees by the Mayor, two neighborhood representatives (recommended by the Board and approved by the Mayor), and the Director.

The Board will adopt any facility name at a regular Board meeting by majority vote.

The Director will be responsible for determining the manner in which the name is recognized.

**BYLAWS
BOISE PUBLIC LIBRARY BOARD OF TRUSTEES**

**ARTICLE I
LEGAL BASIS**

The Board of Trustees of the Boise Public Library exists by virtue of the provisions of Idaho law, including Title 33, Chapter 26 of the Idaho Code. Boise City Code Title 2, Chapter 7 further governs and defines the powers, duties and operation of the Board. The Board exercises the powers and authority and assumes the responsibilities and duties delegated to it under the laws of the state of Idaho and Boise City Code for the provision of public library service in Boise City. In addition to the powers, duties and purposes stated therein, the Board may exercise such other powers, not inconsistent with law, necessary for the orderly and efficient management of the Library.

**ARTICLE II
TRUSTEE SELECTION AND APPOINTMENT**

Section 1. Number of Trustees

A Board of five Library Trustees, selected from the residents of Boise City, shall be appointed by the Mayor and confirmed by the City Council. The Board favors the established custom of the inclusion of one non-voting member of the City Council who will attend board meetings and act as liaison for the Board and City Government.

Section 2. Term of Office

A term of office shall be for five years; the term of one Trustee shall expire each year on June 30th. Appointments to complete an unexpired term shall be for the remainder of the unexpired term only. Trustees shall hold their office from appointment until the term expiration and until successors are appointed, unless disqualified from office. In accordance with City policy, Trustees shall serve no more than two terms or more than ten consecutive years.

By accepting appointment to the Board, Trustees agree to attend, in-person or virtually, a minimum of three-fourths of the regularly-scheduled meetings annually. Unless excused by the President, missing three consecutive regular meetings, for other than health-related reasons, is considered a resignation from the Board.

Section 3. Salary

All Trustees, officers included, shall serve without salary or any compensation, except that they may receive actual and necessary expenses when engaged in the business of the Library.

Section 4. Vacancies

All Trustee resignations shall be reported to the Mayor and City Council by the Board, with a request that the vacancy be advertised. The process for filling a vacancy will be prescribed by the Mayor's office. In the event a Trustee relocates the Trustee's residence outside the City of Boise, this shall be deemed a resignation and a vacancy shall be created.

Section 5. Removal

Removal shall be as provided in Idaho statutes and Boise City Code.

ARTICLE III POWERS AND DUTIES

Section 1. Powers and Duties

The powers and duties of the Board of Trustees shall be as set forth in Title 33, Chapter 26 of the Idaho Code and Boise City Code Title 2, Chapter 7. In addition to the powers, duties and purposes stated therein, the Board may exercise such other powers, not inconsistent with law, necessary for the orderly and efficient management of the Library.

Section 2. Policies

The Board shall act as the policy making body of the Boise Public Library in compliance with all statutes of the State of Idaho and Boise City Code relating to the operation of public libraries and shall develop and maintain, with advice of the Library Director and staff, policies for the Library and rules governing use of the Library with the highest possible degree of operating efficiency in the Library, consistent with the Library's mission and strategic vision. The Board shall have the power as necessary to determine any question of policy.

Section 3. Budget

The Board shall prepare and adopt an annual budget for review and approval by the City Council for the ensuing fiscal year, with the advice and assistance of the Library Director, allocating the proper amounts for materials, salaries, maintenance, and other operating and capital expenses necessary for the orderly and efficient management of the Library. The Board may also approve interim budget recommendations for submission to City Council.

Section 3. Expenditures

The Board shall have control of the expenditures of all moneys collected for the Library Fund.

Section 4. Property

The Board shall have the supervision, care, and custody of any room or building constructed, leased, or set apart for Library purposes, and it may, with the approval of the Council, lease and occupy or purchase or erect on purchased ground any appropriate building. The Board shall take charge of the public Library, reading rooms, and its branches, and of all real and personal property belonging to it, or what may be acquired by loan, purchase, gift, devise, or otherwise, when not inconsistent with the terms and conditions of the gift, devise, or with the terms and conditions of the gift, devise, or bequest. The Board shall have the power to make and enforce all rules, regulations, and bylaws necessary to administer, govern, and protect the Library, reading rooms, and branches, and all property belonging or loaned to it.

Section 5. Appointments

The Board of Trustees shall appoint a Library Director, with the approval of a majority of the members of City Council. The Board of Trustees may terminate a Library Director with the approval of a majority of the members of City Council.~~who shall serve at the pleasure of the Board.~~ The Library Director's duties shall be those prescribed by state law, city policy, together with such other such others duties requested by the Board that are reasonably required for proper operation of the Library.

Section 6. Gifts and Trusts

The Board shall receive and administer any trust or any other fund declared or created by gift or otherwise for the Library and branches.

Section 7. Reports

The Board of Trustees shall annually, not later than the first day of January, file with the board of library commissioners a report of the operations of the Library for the fiscal year just ended. The report shall be of such form and contain such information as the board of library commissioners may require.

Section 8. Other Duties

Additional duties of the Board shall include, but not necessarily be limited to the following: promote the Library and its services to the public; obtain adequate funds for Library operation; developing a program of planned growth and improvement of the Library facilities and Library services; work cooperatively with supporting organizations to promote the Library, provide information to the public regarding the Library and with regard to Library support and improvements; work cooperatively with other public officials and boards and support legislation that benefits Library users; and cooperate with public officials to maintain positive public relations; seek to maintain positive public relations and provide information to the public.

ARTICLE IV OFFICERS

Section 1. Election

The Board shall elect at its annual meeting from its members a President and Vice President who shall serve for a term of one (1) year or until his/her successor is elected. In the event of a vacancy, the Board may elect an officer to succeed the vacant position prior to and until the next annual meeting election.

Section 2. Duties

A. President

The President shall preside at all meetings of the Board, authorize calls for special meetings, regulate and control public participation, appoint all committees, execute documents authorized by the Board, serve as ex-officio member of all committees, ensure that a true and accurate record is maintained of all meetings of the Board, plan the meeting agenda with the Director and staff, and perform all other duties associated with that office.

B. Vice President

In the absence of the President, the Vice President shall preside and perform all duties associated with the President's office.

Section 3. Vacancies

Vacancies occurring in any office shall be filled by majority vote of those Trustees present at the next regular meeting of the Board.

Section 4. Removal from Office

Any officer may be removed from office by the Board whenever, in the judgment of the Board, the best interests of the Library shall be served by such removal. In the event an officer becomes disqualified from serving as a Trustee (for example, the officer ceases to be a resident of the City of Boise), the officer shall be deemed removed and a vacancy shall be created.

**ARTICLE V
MEETINGS**

Section 1. Frequency

The Board shall meet for business purposes monthly, except as shall be determined in advance by the Board at a regular meeting. The Board shall hold its annual meeting each year in September for the purposes set forth in Idaho Code Section 33-2606, as may be amended from time to time, including election of officers and establishment of meeting dates for the upcoming fiscal year.

Section 2. Special Meetings

Special meetings may be called by the President, or upon written request of three Trustees, for the transaction of business stated in the Notice of Special Meeting. Only that business so specified may be acted upon at the Special Meeting. Notification procedures shall comply with Idaho Code and Boise City policies.

Section 3. Quorum

A quorum shall consist of three (3) Trustees, but a smaller number may adjourn a meeting.

Section 4. Voting

Each Trustee has one vote. The Director is a non-voting attendee of Board meetings. An affirmative vote by the majority of Trustees present shall be necessary to approve any action of the Board. The President may introduce, vote upon, move, or second a proposal before the Board.

Section 5. Meeting Records

Records of meetings shall be maintained by the Library Director or the Director's designee.

**ARTICLE VI
PARLIAMENTARY AUTHORITY**

The parliamentary authority shall be Roberts Rules of Order, current edition, except as stated in these Bylaws.

**ARTICLE VII
AMENDMENTS**

These Bylaws may be amended at any regular meeting of the Board with a quorum present, by majority vote of the Trustees present. Proposed amendments shall be distributed to Trustees at least two weeks prior to said meeting.

Last Revised August 14, 2024.

General Fund - 101

Library

Fund Summary

	2023	2024	2025	2026		2027
	Actuals	Actuals	Actuals	Budget	YTD Actuals	Proposed
Revenue						
308002 - Replacement Cards	2,545	2,019	1,756	2,700	949	2,000
308003 - System Share	215,705	244,895	184,227	100,000	118,010	-
308004 - Non Resident Fees	7,348	7,179	7,532	7,950	4,114	8,200
308005 - Interlibrary Loan	(265)	193	198	-	-	-
308006 - Materials Recovery	5,361	2,796	477	6,650	255	1,000
309009 - Event Fees	3,630	9,730	13,015	10,000	4,460	12,000
309021 - Sponsorships	40	-	4,000	-	-	-
312003 - Courier	151,038	163,230	163,295	167,000	97,044	163,000
317014 - Advertising	-	540	-	600	-	-
318005 - Printing & Copy Charges	26,436	34,663	43,085	36,000	30,420	43,000
320006 - Overdue Books	5,511	4,717	3,579	5,000	1,477	4,800
323007 - Facility Rental	6,845	-	-	-	-	-
325003 - Other Operating Donation/Grants	-	-	-	15,000	-	-
325011 - Fed Pandemic Grant-Operational	14,768	10,000	-	-	-	-
328001 - Donations	48,500	(120)	-	-	-	-
329001 - Miscellaneous Revenue	40,677	28,614	32,803	37,100	18,070	31,200
329007 - Furn/Fix/Equip Income	(20)	-	-	-	-	-
Total Revenue	528,118	508,457	453,968	388,000	274,800	265,200
Expenditures						
Personnel						
511101 - Salaries	4,725,069	4,884,737	5,239,806	5,726,466	3,535,272	5,993,992
511109 - Flex Rewards	89,622	105,527	111,516	57,736	13,000	59,936
511505 - Other Pay	-	-	-	-	5,000	-
511516 - Shift Diff - General	-	-	38	-	-	3,704
511518 - On Call - General	-	-	-	-	1,875	-
513001 - Overtime	1,298	1,000	1,534	8,098	3,249	8,341
516001 - Temp & Recreation Wages	109,471	165,003	194,898	169,082	115,982	172,126
517001 - Department Recognition	10,825	10,491	10,977	23,983	10,782	24,924
517004 - Bonus Grocery Certs	-	-	-	79,853	-	-
517005 - Nonbase Pay	124,607	138,332	70,153	57,736	65,893	-
521001 - FICA	376,990	395,189	418,865	463,506	278,565	479,133
522001 - PERSI Retirement	553,661	552,690	621,572	678,073	415,619	701,195
525050 - Long Term Disability Insurance	4,143	4,283	4,657	5,194	3,010	5,476
525100 - Life Insurance	4,182	4,234	4,454	5,036	2,798	5,400
525201 - Benefit Credit-Medical	1,160,893	1,231,553	1,328,627	1,620,021	869,410	1,671,589
527001 - Deferred Comp 457 Match	23,219	21,331	22,422	21,351	16,157	25,768
527002 - PERSI 401k Match	58,567	59,950	65,286	75,680	55,921	77,197
529016 - PEHP-General	27,693	27,888	18,550	26,184	26,643	27,171
Total Personnel	7,270,241	7,602,208	8,113,354	9,017,999	5,419,176	9,255,952
Maintenance and Operations						
531001 - Office Supplies	12,156	13,972	13,473	15,575	8,817	14,977
532001 - Special Department Supplies	28,828	15,868	29,697	20,750	19,507	22,850
532031 - Processing Supplies	24,654	15,624	14,381	20,000	23,363	25,000
532045 - Cleaning Supplies	1,759	3,715	3,838	4,400	2,010	4,550
534001 - Minor Equipment	46,621	55,786	48,269	59,050	15,361	58,900
534002 - Minor Software	-	406	-	-	-	-
534201 - PCs/Laptops/Tablets	-	-	4,298	-	1,177	7,000
534203 - Printers	-	-	458	-	-	-
534205 - Network/Server	-	-	297	-	689	-
535001 - Motor Fuels	13,396	19,999	19,852	20,796	12,052	22,876
536001 - Postage	6	45	16	100	-	-
536007 - Mail Delivery/Courier	-	-	-	-	7	-

General Fund - 101

Library

Fund Summary

	2023	2024	2025	2026		2027
	Actuals	Actuals	Actuals	Budget	YTD Actuals	Proposed
537011 - Professional Materials	1,042	131	200	757	614	752
537013 - Book Binding	4,247	3,661	4,239	4,000	1,149	4,300
539001 - Uniform/Clothing	-	356	508	800	131	800
540001 - Travel/Meetings	16,954	24,282	5,841	25,000	6,699	25,000
540004 - Motor Pool Charges	148	180	172	-	148	-
540005 - Personnel Training	16,977	11,211	40,072	15,000	15,326	25,000
540008 - Dues and Subscriptions	47,532	38,810	12,377	12,440	10,814	13,090
540012 - Meetings & Transportation	1,122	2,801	1,992	3,100	810	3,100
540014 - Mileage Reimbursement	636	518	638	904	237	1,154
540016 - Parking	718	-	-	-	-	-
541000 - Professional Services Budget	890	708	1,650	1,000	525	1,100
541001 - Legal	-	96	-	-	-	-
541009 - Marketing/Public Relations	877	-	-	760	797	-
541017 - Language Interpretation	28	146	534	-	24	-
541017 - Translating/ASL/Braille	56	-	-	200	-	-
542003 - Promotions	1,573	2,019	384	3,000	-	3,000
542009 - Alarm Monitor	270	2,125	2,078	2,250	-	2,000
542015 - Miscellaneous Services	600,954	601,665	602,680	604,800	58,698	605,400
542020 - Program Cost	156,869	116,111	142,299	185,384	43,852	216,883
542027 - Bibliographic Utility	19,036	31,257	9,940	8,200	867	1,300
542030 - Interlibrary Loans	2,927	608	1,311	1,500	-	-
542044 - Contract Labor	-	-	-	-	382	-
542045 - ACS Dispatch	-	-	-	-	8	-
543001 - Fees/Assessments	12	12	12	-	14	-
543003 - Credit Card Fees	9,084	3,894	4,073	9,450	2,737	5,350
543005 - Licenses	5,978	40,371	60	1,000	-	-
546020 - Risk Management	81,929	127,610	116,028	194,103	129,400	217,797
546021 - Workers Compensation Insurance	13,599	14,375	12,577	13,128	8,752	13,633
552001 - Facility Connectivity	21,553	23,927	25,571	24,217	14,678	26,639
552012 - Cellular Phones	3,142	3,031	3,086	4,052	1,829	4,052
552023 - Cell Phone Stipend	598	88	-	1,500	-	-
554002 - Rent Building or Land	457,525	477,425	487,537	497,122	372,978	509,440
554005 - Space Rent	-	2,196	-	-	-	-
554006 - Facility Rental	-	-	75	-	150	-
554007 - Lease Payments	9,107	-	-	-	-	-
556001 - Software & Cloud Svcs	268,736	256,221	379,798	409,707	302,228	156,387
559000 - R/M Buildings & Grounds	-	-	-	-	430	-
559001 - R/M Struct/Mech/Electrical/Plumb	15,555	-	-	8,000	3,250	4,000
559002 - R/M Landscape/Irrigation	7,965	-	-	-	-	-
561003 - R/M Fleet Services	4,824	21,570	32,007	20,800	4,665	35,307
561008 - R/M Other Equipment	-	490	27,331	-	27,331	-
564105 - Indirect Cost Reimbursement	5,191,290	5,465,461	6,116,838	6,453,942	3,794,113	6,959,880
564105 - Indirect Cost Reimbursement ADJ	-	-	(823)	-	(74)	-
564110 - Print & Copy Services	26,670	51,164	63,908	38,644	32,773	50,000
566115 - Cash Over/Short	(65)	(13)	15	-	(16)	-
580001 - Pcard Default	-	-	-	-	35	-
580002 - Miscellaneous Payments	-	-	-	110,495	47,731	231,455
595001 - Transfer Out - 210	15,883	19,167	-	-	-	-
Total Maintenance and Operations	7,135,681	7,471,113	8,231,611	8,797,952	4,967,067	9,274,999

General Fund - 101

Library

Fund Summary

	2023	2024	2025	2026		2027
	Actuals	Actuals	Actuals	Budget	YTD Actuals	Proposed
Materials						
537014 - Digital Materials	816,690	1,038,738	1,123,395	912,735	696,710	995,235
581002 - Adult Materials	402,347	365,147	306,166	255,000	176,492	311,750
581005 - Microforms	9,416	-	-	-	-	-
581007 - Youth Materials	418,285	388,990	321,840	302,500	146,646	318,550
581009 - Periodicals	9,473	9,717	9,891	10,000	9,437	9,700
Total Materials	1,656,212	1,802,592	1,761,292	1,480,235	1,029,286	1,635,235
Total Expenditures	16,062,134	16,875,913	18,106,256	19,296,186	11,415,528	20,166,186
Net Surplus/(Shortfall)	(15,534,015)	(16,367,456)	(17,652,289)	(18,908,186)	(11,140,728)	(19,900,986)

Capital Fund - 402

Library

Fund Summary

	2023	2024	2025	2026		2027
	Actuals	Actuals	Actuals	Budget	YTD Actuals	Proposed
Revenue						
325004 - Federal/Flow Thru-Capital	-	-	2,823	260,957	1,840	-
325006 - Other Capital Donation/Grants	-	-	-	30,250	-	-
334001 - Transfer in - 210	-	-	1,175,000	-	-	-
Total Revenue	-	-	1,177,823	291,207	1,840	-
Expenditures						
532001 - Special Department Supplies	-	-	332	-	-	-
534001 - Minor Equipment	210,594	306,211	130,547	159,624	83,851	100,000
534205 - Network/Server	-	-	9,173	-	-	-
541000 - Professional Services Budget	335,593	450,905	652,997	458,989	161,517	-
556001 - Software & Cloud Svcs	-	682	1,364	-	-	-
559000 - R/M Buildings & Grounds	-	17,097	5,615	550,000	-	-
559001 - R/M Struct/Mech/Electrical/Plumb	143,111	3,970	258	-	1,904	-
559003 - R/M Asphalt/Gravel	-	190,959	-	-	-	-
561008 - R/M Other Equipment	-	-	-	-	46,637	-
564100 - Cross Charges	41,182	39,368	22,151	-	6,087	-
581001 - Major Equipment	344,610	67,106	224,891	360,496	-	150,000
600000 - Capital Projects	762,319	2,283,160	861,905	6,102,878	2,378,477	3,000,000
Total Expenditures	1,837,408	3,359,458	1,909,232	7,631,987	2,678,473	3,250,000
Net Surplus/(Shortfall)	(1,837,408)	(3,359,458)	(731,409)	(7,340,780)	(2,676,632)	(3,250,000)

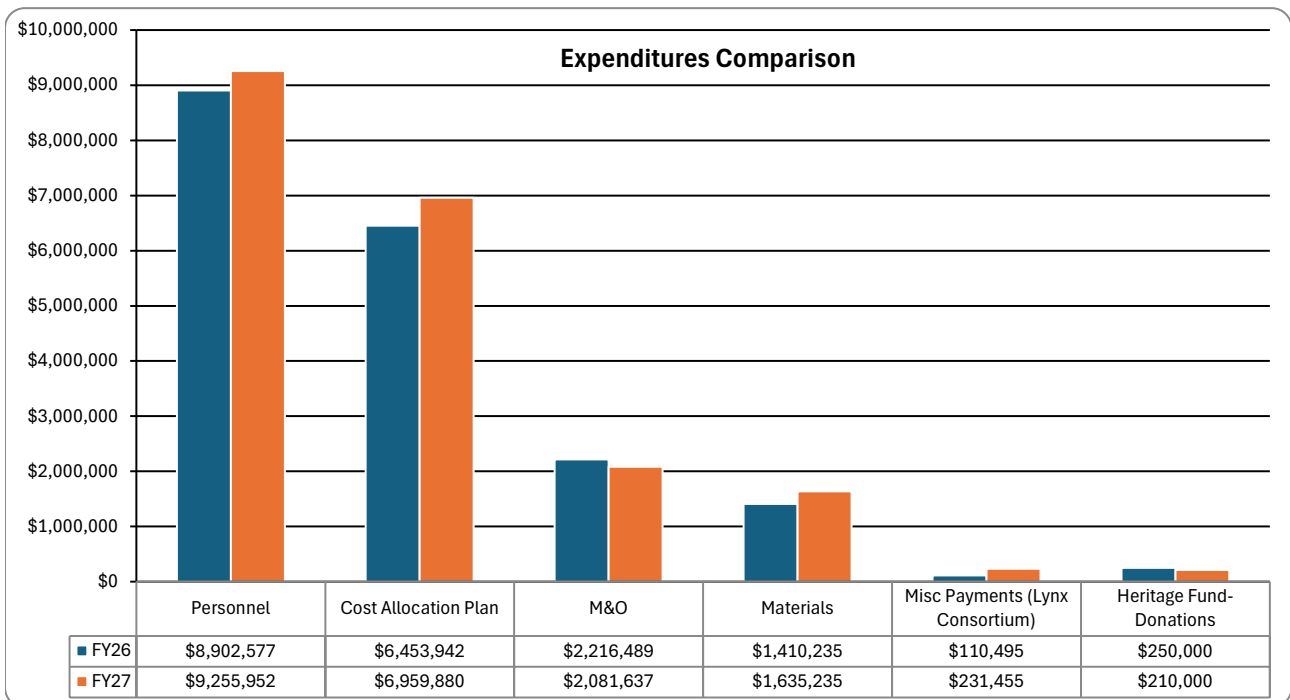
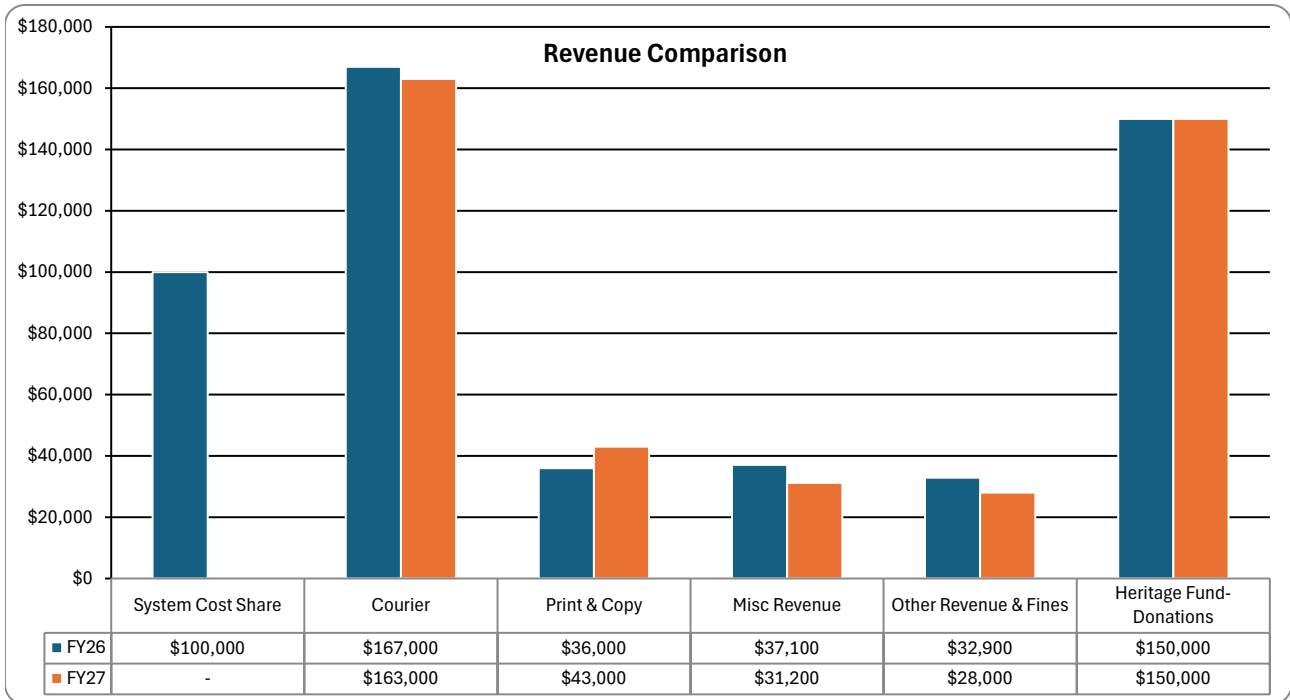
Heritage Fund - 210

Library

1690 - Library Donations

	2023	2024	2025	2026		2027
	Actuals	Actuals	Actuals	Budget	YTD Actuals	Proposed
Revenue						
325011 - Fed Pandemic Grant-Operational	21,625	-	-	-	-	-
328001 - Donations	78,098	138,778	1,301,386	150,000	129,431	150,000
329001 - Miscellaneous Revenue	69	-	-	-	-	-
340001 - Interest Income	6,358	-	-	-	-	-
340001 - Investment Interest	-	15,376	16,307	-	4,345	-
Total Revenue	106,149	154,154	1,317,693	150,000	133,776	150,000
Maintenance and Operations						
517001 - Department Recognition	1,879	2,325	-	-	-	-
532001 - Special Department Supplies	2,494	-	-	5,000	-	5,000
534001 - Minor Equipment	883	4,782	-	10,000	-	10,000
540005 - Personnel Training	(600)	3,614	1,617	-	-	-
540011 - Memberships	-	9,000	9,000	-	-	-
540012 - Meetings & Transportation	-	633	3,329	-	3,117	-
540014 - Mileage Reimbursement	271	-	-	-	-	-
541017 - Language Interpretation	69	-	-	-	-	-
542020 - Program Cost	28,943	81,704	61,844	117,200	25,771	120,000
554005 - Space Rent	-	-	500	-	2,500	-
595001 - Transfer Out - 402	-	-	1,175,000	-	-	-
Total Maintenance and Operations	33,939	102,059	1,251,290	132,200	31,388	135,000
Materials						
537014 - Digital Materials	10,204	10,000	15,000	14,000	-	20,000
581002 - Adult Materials	-	-	6,985	27,300	2,548	30,000
581003 - MCA AS Books	19,798	14,932	17,763	25,000	-	-
581004 - Brown Trust/Large Print	3,427	12,603	26	6,500	-	-
581007 - Youth Materials	7,000	-	20,079	20,000	9,778	25,000
581008 - MCA YS Books	53,276	222	-	25,000	-	-
Total Materials	93,705	37,757	59,854	117,800	12,327	75,000
Total Expenditures	127,644	139,815	1,311,145	250,000	43,715	210,000
Net Surplus/(Shortfall)	(21,495)	14,339	6,548	(100,000)	90,061	(60,000)

FY26 vs FY27 Budget Comparison Charts



FY27 FEE SCHEDULE RECOMMENDATION

June 2026

Proposed fee changes

Fee	FY26 amount	Proposed FY27 amount
Annual non-resident fee per household	\$75.00	\$110.00
Annual non-resident fee for senior and students	\$20.00	\$30.00

Fees with no recommended changes

Fee	Amount
Library Card Replacement	\$2.00
Printing – Black and White	\$0.10 per page
Printing – Color	\$0.25 per page
Faxing	\$1.00 for the first page, \$.50 for any additional pages
Idaho Statesman Obituary/Death Notice	\$5.25
Article from the Idaho Clipping Files	\$5.25
Page from Phone Books and Boise City Directories	\$1.25
Faxed copies of Materials held Downtown	Free for 1-15 pages \$5.00 for 16+ pages
Holds Mail Delivery Fee	\$2.00 per item
Replacement Cost for Lost or Damaged Microfilm	Cost charged by the lending library to BPL
Lost Items	BPL price of item
Lost Disc for Book on CD or TV Series	\$10.00
Damaged Items	BPL price of item
Returned Check	Amount charged by bank to BPL