



# BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

## Boise Public Library Board of Trustees Regular Meeting Agenda

Wednesday, August 16, 2023, 11:30 a.m. • Main Library, Marion Bingham Room, 715 S. Capitol Blvd., Boise, ID 83702

Public can attend the meeting in person or via YouTube at the following link:

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

<b>BOARD OF TRUSTEES</b> Brian Klene, President Rebecca Lemmons, Vice President Reshma Kamal Nicole Trammel Pantera Ron Pisaneschi	<b>MISSION</b> The Boise Public Library improves community members' quality of life by supporting their efforts to enhance knowledge, realize creative potential, and share ideas and stories.
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#### MAIN LIBRARY

715 S. Capitol Blvd., Boise, Idaho 83702  
P: 208-972-8200 | TTY: 800-377-3529

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

LIBRARY! AT  
COLE & 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, August 16, 2023, 11:30 a.m. • Main Library, Marion Bingham Room,  
715 S. Capitol Blvd., Boise, ID 83702

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<https://www.youtube.com/channel/UCJo0NAsCybsN0DtzuAl3LGA>

**1. Call to Order and Introductions**

**2. Communications**

None

**3. Minutes-Action Item**

July 12, 2023, 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 June 30, 2023

Gift Fund activity for June 2023

**5. Reports**

**a. Friends of the Boise Public Library**

**b. Boise Public Library Foundation**

**c. Library Director including administration and management**

**6. Old Business**

**a. Boise Public Library Policy Review:**

**Section 6.00, Gifts & Bequests**

Main Library Manager Heidi Lewis will review section 6.00, Gifts & Bequests, of the Boise Public Library Policy Manual with the Trustees. The staff recommends no changes to this section of the policy manual.

**Section 8.00, Displays & Exhibits**

Main Library Manager Heidi Lewis will review section 8.00 Displays & Exhibits, of the Boise Public Library Policy Manual with the Trustees. The staff recommends no changes to this section of the policy manual.

Section 6.00 and 8.00 are discussion items only and require no action unless the Trustees direct a change in the presented policies.

This concludes the Library Board of Trustees annual policy review for Fiscal Year 2023 as stipulated by the Board's bylaws.

**7. New Business**

**a. Master Facilities Plan Planning**

Shawn Wilson, Municipal Facilities Program Senior Manager, and Emily Johnson, Chief Administrative Officer, Library, will provide an overview of upcoming work to create a new Master Facilities Plan for the Library.

**b. Boise Comics Arts Festival XI**

Josh Shapel, Library Events Coordinator, and Renee Addington, Library! at Cole & Ustick Branch Manager, will preview the upcoming Boise Comic Arts Festival which will be held Friday, September 30<sup>th</sup> through Sunday, October 1<sup>st</sup>.

**8. Selection of Trustee to Review Payment Vouchers**

Trustee review for July vouchers by Lemmons.

**9. Selection of Meeting Date**

Next regular/annual meeting on Wednesday, September 13, 2023.

**10. Adjourn**

*Any person needing special accommodations to participate in the above notice meeting should contact the library administration office at 208-972-8258 no later than three working days before the scheduled meeting.*

# BOISE PUBLIC LIBRARY

## Library Director's Report

### August 2023

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#### Operations

##### *Hours and Services Status*

All locations experienced normal operations during July without the need for adjustments to hours or services for any reason.

##### *Library Website Search Function*

The Library has a new search function (referred to as the Vega Discovery Layer in the FY23 budget) which can be previewed here: [Boise Public Library \(iivega.com\)](https://www.boisepubliclibrary.com) Library users are invited to take a short survey to provide feedback on the new search function.

##### *Library Website Upgrade Update*

As noted in the January 2023 Website Redesign Update to the Board, the Department of Information Technology (IT) identified risks associated with our current outdated platform. Since then, IT, Community Engagement, and Library leadership have collaborated to plan for the migration of the Library website to a new platform. While the most important aspect of the upgrade is to mitigate any technical risks and ensure the underlying technology is stable and supported, planning discussions have focused on ensuring Library users continue to enjoy access to all the Library website and enhancing website analytics.

A software vendor with excellent experience was identified, vetted and selected to perform the migration of the Library's website to the new platform. After in depth analysis of deliverables and other key contract aspects, the statement of work with the vendor was signed in July and initial project work has begun. We are very early in the project timeline and currently estimate work will be completed and the Library website will be on its new platform in February of 2024. Moving forward, regular updates will be provided to the Board.

##### *Lynx Consortium Update*

The Boise Public Library is a member of the [Lynx Consortium](#). Starting Monday, October 2<sup>nd</sup>, Emmett Public Library, Mountain Home Public Library, and Twin Falls Public Library will be joining the courier system. Courier deliveries and drop offs will take place Monday through Friday for currently participating libraries with deliveries to Emmett, Mountain Home, and Twin Falls taking place on Mondays, Wednesdays, and Fridays. By adding these collections to the Lynx Consortium, the size of collections available for Boise cardholders will increase by 26.6% from 1,469,000 to 1,862,000 physical items available.

##### *City of Boise FY24 Budget*

A public hearing on the FY24 budget was held on Tuesday, July 11<sup>th</sup> and featured multiple comments from the public wanting to see a library in West Boise. Mark Salisbury, from the group [Citizens for a Library](#), presented a petition to the council with 835 signatures in support of a library in West Boise. (A copy of the cover letter attached to the petition can be found in the packet on page 8.

Following the public hearing, the budget was passed unanimously by the council. The hearing can be viewed here [Boise City Council - Evening Session - YouTube](#) (public testimony begins at the 41-minute mark). Margaret Carmel wrote about the meeting for BoiseDev: [Calls for West Boise library dominate Boise budget public hearing \(boisedev.com\)](#).

## Board of Trustee

On June 30<sup>th</sup> Natasha Rush resigned from the Library Board of Trustees.

On July 18<sup>th</sup> Reshma Kamal and Ron Pisaneschi were confirmed by City Council as Members of the Board of Trustees. Information about Resham and Ron can be found on the Board of Trustees page on the Library's website: [Board of Trustees Bios | Boise Public Library](#)

## Administration and Management Reports:

### Programming

- In July the Library! at Bown Crossing participated in the annual Bown Crossing Summer Block Party, put on by the Bown Crossing Business Association. Staff created outdoor miniature golf putting holes for families to try out for the party.
- An Afternoon Soiree with Paul Penland was held at the Library! at Collister. Paul, a former long-time member of the Boise City Design Review Committee, presented on public art in the City of Boise, including murals, monuments, and traffic box art.
- In partnership with Parks & Recreation, staff at the Library! at Hillcrest held an event celebrating the amazing Monarch butterfly – Idaho's state insect! Attendees learned about the migration, metamorphosis and other lesser-known fun facts about the Monarch butterfly.
- Author Jeff Golden visited the Main Library for his inaugural reading event and celebration after winning the Nautilus Grand Prize for his new book, *Reclaiming the Sacred*.
- Staff from the Library! at Cole and Ustick tabled at the [Neighborhood Concert Series](#) in Mountain View Park. The series is free pop-up concerts that take place in parks around Boise.
- The Library! at Bown Crossing started a Food Preservation series that was well attended and provided a miniature food jewelry class for adults that was very popular.
- The Library! at Collister staff provided reading storytimes to pre-schoolers and kindergarteners at Taft Elementary Summer School, and did a Story Walk along Willow Lane Park on the Greenbelt.

### Community Partners

- Information Services continued to host English Practice Meet-up programs, Lawyers in the Library, and Bestsellers of the Classical Era book club.

### Communications

Monthly Email Newsletter: [July](#)

- Sent Thurs, July 6th 4:00 PM, 8,490 successful deliveries
- Open Rate 54.8% (4,652) / Click Rate 3.5% (296)
- August – sent Tuesday, August 1 to 8,494 contacts

Ultimate Book Nerd Newsletter: [July](#)

- Sent Thurs, July 20, 2023 4:38 PM, 660 contacts
- Open Rate 66.2% (435) / Click Rate 6.1% (77)

## Social Media

- In July, we posted about: Boise history with Fighting Bob- the Ostrich, a couple library programs with their dates/times, author visit with Jeff Golden, and Boise Comic Arts Festival IX save the dates/creator announcements
- In August we'll be posting about: the Library's new Strategic Plan, Pride month, construction updates at the Main Library, Boise Comic Arts Festival IX, library programs with dates/times, and Labor Day closure.

# MAIN LIBRARY MRM & CAPITAL IMPROVEMENTS

## PROJECT STATUS REPORT

<b>Project Start Date:</b>	<b>Summer 2022</b>	<b>Estimated Finish Date:</b>	<b>Winter 2024 (1<sup>st</sup> Floor Renovations)</b>
<b>Project Manager:</b>	<b>Lindsay Erb</b>	<b>Department:</b>	<b>Library</b>

**PROJECT STATUS:**

<b>Period Covered:</b>	July 2023
<b>Project Summary</b>	After a condition assessment evaluation completed in the of summer 2020 it was found that there a numerous major repair and maintenance items that need to be addressed to give the Main Library another 10+ years of life, along with space reconfigurations to better serve the public. This work will consist of a program of projects to occur over the next couple of years based on project prioritization and budget.
<b>Bid Package Updates</b>	<p><b>Roof Replacement</b></p> <ul style="list-style-type: none"> <li>• Construction started 6/26</li> <li>• Work anticipated to be wrapped up late October 2023</li> </ul> <p><b>Restroom renovations for four story portions, plumbing line replacement &amp; fire pump replacement</b></p> <ul style="list-style-type: none"> <li>• Guaranteed Maximum Price (GMP) amendment approved by Council.</li> <li>• Demo to start 8/7 on first floor restrooms and then 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floor will follow with estimated completion in May 2024</li> <li>• ATS staff impacted by the restroom renovations on first floor – Noise and schedule being coordinated with team.</li> <li>• Fire pump replacement to begin mid-October with a one-month turnaround.</li> </ul> <p><b>4<sup>th</sup> Floor Renovations</b> Includes new ATS area, breakroom, IT space, Friends storage, maintenance office, Youth Services storage &amp; new mechanical HVAC system.</p> <ul style="list-style-type: none"> <li>• Design complete</li> <li>• Construction and bid timing is to be determined once further budget review is complete to identify if we need to complete any value option savings</li> </ul> <p><b>1<sup>st</sup> floor Renovations – Design Paused</b></p> <ul style="list-style-type: none"> <li>• Concept design completed.</li> <li>• Schematic design has been paused until the other packages are under contract as those are highest priority.</li> </ul> <p><b>Misc. projects:</b> <u>Parking lot repairs:</u></p> <ul style="list-style-type: none"> <li>• Architect has put together recommended repair package.</li> <li>• Planning for repair work to begin Spring 2024</li> </ul> <p><u>Main Stairwell Reflooring:</u> On Pause until a solution is figured out to address the exposed edges of the plywood underlayment.</p> <ul style="list-style-type: none"> <li>• Likely pushed out to complete with 1<sup>st</sup> floor renovations.</li> </ul>

	<p><u>Brick repairs:</u></p> <ul style="list-style-type: none"> <li>Plans are being finalized.</li> <li>Depending on when bid package is ready, aiming to complete repair work September/ October timeframe.</li> </ul> <p><u>Stairwell Railing – On Pause</u></p> <ul style="list-style-type: none"> <li>On Pause due to budget constraints</li> <li>Monitoring steel pricing to determine optimal bid timing.</li> </ul>
<b>Overall Project Health</b>	<p><u>Summary:</u></p> <p>Due to the construction estimates coming in higher than anticipated, we've had to cut back on scope of work for this fiscal year to stay within budget. However, the budget has been reviewed and now we have determined which projects can be started this fiscal year. We're currently in the process of reviewing the project program to determine which projects we can fit into budget for next fiscal year.</p>
<b>Highlights</b>	<p>The roofing renovations is in progress and will continue throughout the summer/ early fall. The restroom renovations and plumbing line replacement demo will begin August 7<sup>th</sup> starting with the first floor.</p>

**PROJECT COMPONENTS:**

<b>Component</b>	<b>Notes</b>
<b>Scope</b>	City is in the process of reviewing the program of projects to determine proper prioritization based on the information provided in the condition assessment report, efficiencies, and budget.
<b>Budget</b>	Estimates for the 4 <sup>th</sup> floor work are significantly higher than estimated so we're focusing on the highest priority items such as the restrooms, plumbing and fire pump replacement this fiscal year. Estimates for future phases have been generated to inform the FY24 budget request.
<b>Schedule</b>	Budget constraints put us behind schedule a bit as we had to determine which projects should be completed this fiscal year due to estimates coming in higher than anticipated and update design plans to accommodate the work.
<b>Risks</b>	Construction market challenges, including finding multiple bidders and pricing.
<b>Resources</b>	

**SCOPE MANAGEMENT:**

<b>Status</b>	<b>Discussion</b>
<b>Accomplished</b>	<ul style="list-style-type: none"> <li>Storage room wall and flooring demo &amp; abatement construction</li> <li>Auto sorter room construction</li> <li>Near and long-term site circulation planning complete</li> </ul>
<b>Planned</b>	<ul style="list-style-type: none"> <li>Demo for restroom renovations, plumbing and fire pump replacement to begin 8/7</li> <li>Visioning work to establish alignment for interior design materials &amp; finishes that will apply to restroom and remodel projects.</li> <li>Startup schematic design for 1<sup>st</sup> floor renovations</li> </ul>



# CITIZENS FOR A



## CITIZENS FOR A LIBRARY: WEST BOISE

Petition to make library access equitable for all of Boise

Mark Salisbury  
fmark.salisbury@gmail.com

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# West Boise needs a Library! Petition

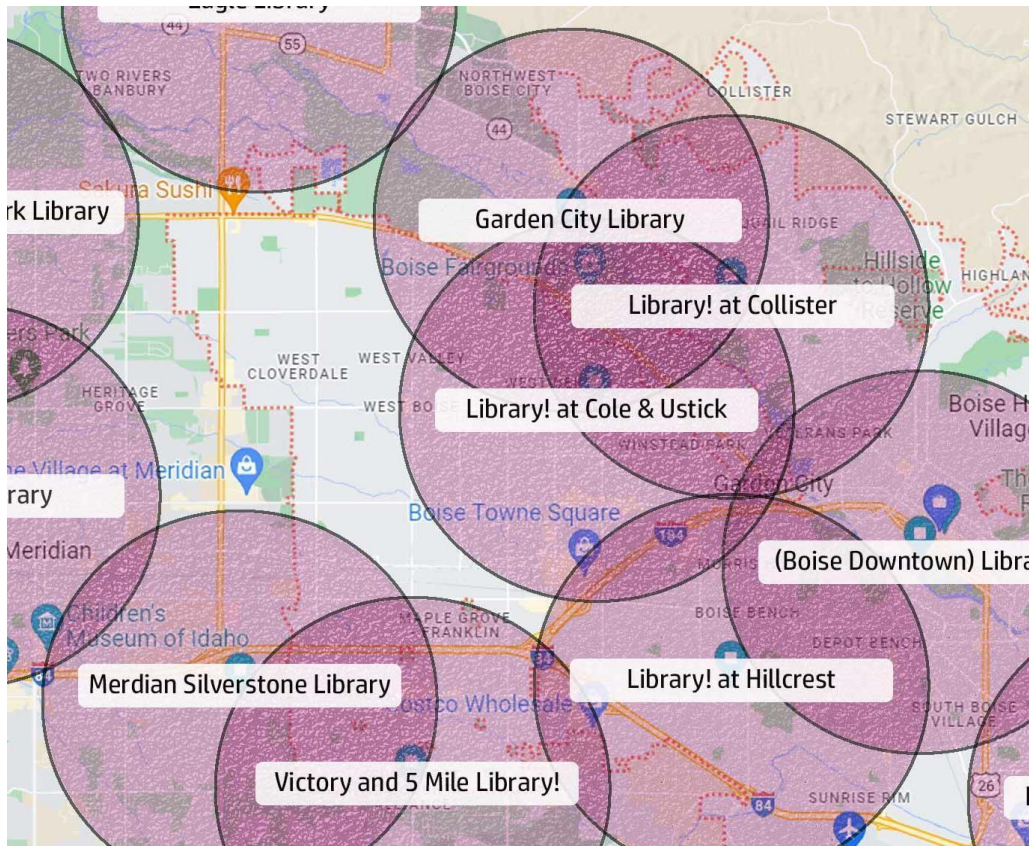
We, citizens of West Boise, do hereby petition the Mayor of Boise, Boise City Council Members, and the Boise Library Board of Trustees, to prioritize construction of a library in West Boise. We recognize that a library “desert” exists in West Boise. The closest library is 4+ miles away. Most citizens of Boise live within 1 to 2 miles of a library, making a library accessible by foot or bicycle.

Libraries, like other city services, are a tremendous benefit to citizens who use them. They provide:

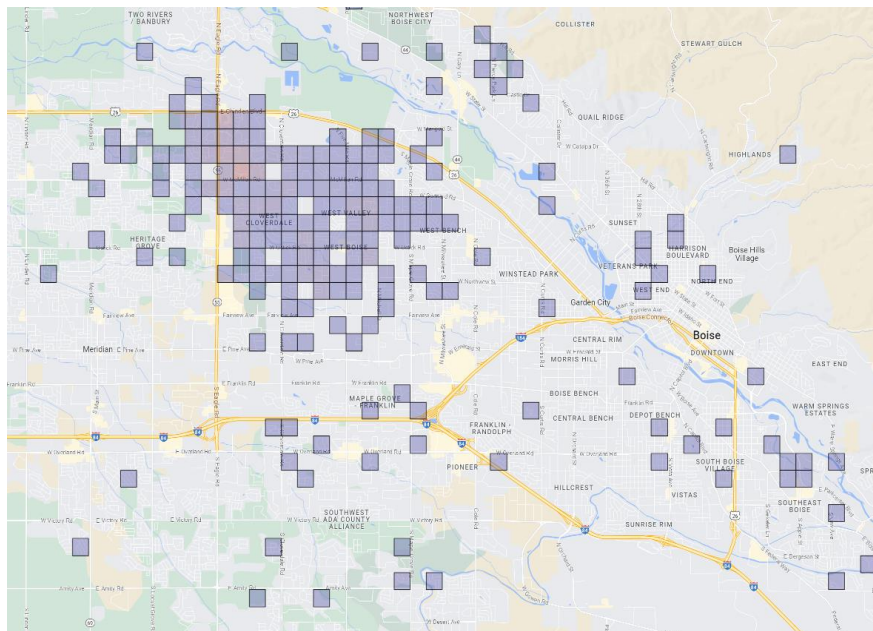
- A place to borrow books, free of charge.
- A place to borrow items besides books: movies, games, and many other things.
- A place to participate in programs: story time, music and movement, literacy and basic skills, tax help, to name just a few.
- A special place for children to learn and grow.
- A place to use technology – computer, printer and internet access.
- Librarians, who delight in helping people find what they’re looking for.
- A physical space, to study, to come together, to provide city services.

These benefits, and others not listed here, provided by libraries, should be easily enjoyed by all Boise citizens. Tax dollars from all parts of Boise pay for libraries. We urge you to prioritize, research, and fund a library in West Boise.

## Boise Library Coverage Map



## Petition Signer Distribution



Blue: 1+ signer, Pink: 50+ signers

## Potential West Boise Library Locations

We've identified 3 potential locations for a library near the west edge of Boise with pros/cons for each location. We'd love to discuss possible locations in more detail when there is interest in expanding library coverage.

## Comparable City Information

Is the coverage gap in West Boise something we see if we look at cities with a similar population to Boise? Each city has a unique history, geography, population spread, and library system, but yes, this coverage gap in West Boise appears to be an anomaly when looking at similar cities. See <https://www.citizensforalibrary.org/west-boise/how-does-library-coverage-compare-in-similar-cities> for more information.

## Areas of Boise with Poor Library Access

Are there areas besides West Boise that are > 2 miles from a library? Yes. There are 5 areas total where citizens are more than 2 miles from a library. However, West Boise has the greatest population and distance from a library.

See <https://www.citizensforalibrary.org/west-boise/areas-with-poor-access/> for more details.

## Petition Signers

A list of individuals signing this petition follows this page. As of **July 10<sup>th</sup>, 2023**:

835  
Boise Citizens  
Have Signed

# Boise Public Library

## Policy Review August 16, 2023

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Policy items reviewed and presented are as follows:

SECTION 6.00, *Gifts & Bequests*

- Policy 6.01, Gifts
- Policy 6.02, Facility Naming

SECTION 8.00, *Displays & Exhibits*

- Policy 8.01, Displays
  - Regulation 8.01a, Display Cases
  - Exhibit 8.01b, Display Form
- Policy 8.02, Bulletin Boards
  - Regulation 8.02a, Bulletin Board Guidelines

*Staff Recommendations:*

Section 6.00, Gifts & Bequests (subsections 6.01, Gifts; 6.02, Facility Naming) of the Boise Public Library Policy Manual is presented to the Library Board for review.

Section 8.00, Displays & Exhibits (subsections 8.01, Displays; 8.02, Bulletin Boards) of the Boise Public Library Policy Manual is presented to the Library Board for review.

Staff have no recommended changes to the policies presented.

Document Type:	Policy
Number:	6.01
Effective:	03-01-11
Revised:	03-01-11

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## 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.

Document Type:	Policy
Number:	6.02
Effective:	03-01-11
Revised:	03-01-11

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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.

Document Type: Policy  
Number: 8.01  
Effective: 03-01-11  
Revised: 09-14-2022

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## DISPLAYS

The Library will consider requests from organizations, businesses, and industries to exhibit displays. The Library does not advertise commercial endeavors unless the Library is a beneficiary of those endeavors. In all instances, the Library reserves the right to refuse any materials for display. The Library will attempt to protect material displayed, but is not responsible for loss or damage to such material.

The terms and conditions under which items may be accepted for display in the Library:

1. The Director or their designee may determine the suitability of a given item for display, considering the facilities available, the objectives of the Library, and the factors listed in Regulation 8.01a.
2. Display items will be accepted for limited times only. In general, these periods will not exceed 30 days. Requests for a longer display period may be made to the Director or their designee.
3. No liability for loss of, or damage to, display items is assumed either by the Library or by the City of Boise. Exhibitors are advised to carry their own insurance; such insurance should indemnify exhibitors for the entire value of items to be displayed at the Library.
4. In the event that the owner of the display does not reclaim it within 30 days of the ending date for the loan, the Library will make every effort to sell and dispose of the property in accordance with applicable Idaho law.
5. A display application form, available as Exhibit 8.01b, must be completed, signed, and on file with the Library before a display will be approved.



Document Type:	Regulation
Number:	8.01a
Effective:	03-01-11
Revised:	09-14-2022

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### DISPLAY CASES

Upon completion of the display form, available as Exhibit 8.01b, and approval of the Director or their designee, displays of crafts or artifacts will be scheduled by the Director or their designee.

Approval of materials for display shall be determined by the Director or their designee based on the factors below:

- a. relation to Library programming;
- b. relation to Library initiatives;
- c. relation to materials in the Library's collection the Director or their designee would like to emphasize;
- d. relevance to issues of local, national, or global concern;
- e. general interest to the community;
- f. quality of the materials; and
- g. availability of space.

It is the responsibility of the individual or organization using the cases to arrange and label the items.

Document Type: Exhibit  
Number: 8.01b  
Effective: 03-01-11  
Revised: 03-01-11

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LOANED OBJECT DISPLAY AGREEMENT

Loan Agreement between the Boise Public Library and:

Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_

Description of objects loaned for display or exhibition (quantity, appearance, condition):

\_\_\_\_\_  
\_\_\_\_\_

Borrowed on \_\_\_\_\_

To be returned \_\_\_\_\_

Owner's estimated value of loaned object(s) \_\_\_\_\_

Owner's insurance carrier and policy number: \_\_\_\_\_

I, \_\_\_\_\_, hold, covenant and agree to indemnify and  
(Owner or Owner's Authorized Representative)

save and hold harmless Boise City and Boise Public Library from and against any and all loss, damage, injury, liability and claims for loss, damages or injuries to persons or property or loaned object(s) arising out of the loan of the above-described object(s) to Boise Public Library for display or special exhibit purposes. If I have not physically reclaimed the loaned object(s) from Boise Public Library within thirty (30) days of the date to be returned specified above then I hereby authorize Boise City and/or Boise Public Library to sell and dispose of the loaned object(s) or to transfer said object(s) to another entity and waive any claims to the loaned object(s) or consideration received for the loaned object(s) by the owner, his/her heirs, assigns or those in probity with the owner. Whatever monies or other consideration Boise City or Boise Public Library has received upon sale or disposition of the loaned objects may, after being held in trust for a period of six (6) months, be deemed a gift to the Boise Public Library, free and clear of any claim on the part of the owner.

By executing this document, I agree to the terms stipulated above and hereby certify and swear that I am the owner of the loaned object(s) or the owner's duly authorized representative and that I am authorized to execute this document and enter into and bind the owner to the obligations cited herein.

Signed and effective this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_:

\_\_\_\_\_  
Owner or Owner's Authorized Representative

\_\_\_\_\_  
Boise Public Library Authorized Representative

Document Type:	Policy
Number:	8.02
Effective:	03-01-11
Revised:	09-14-2022

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### BULLETIN BOARDS

The Library may make informational materials available to Library users on Library bulletin boards or in dedicated areas. The Library bulletin boards are intended to provide the community with timely information about local cultural and educational events, local support agencies, and public announcements of general interest to the community. The Library does not advertise commercial endeavors unless the Library is a beneficiary of those endeavors.

Document Type: Regulation  
Number: 8.02a  
Effective: 03-01-11  
Revised: 09-14-2022

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### BULLETIN BOARD GUIDELINES

Postings to Library bulletin boards are subject to the following guidelines:

1. Postings are limited to designated areas within each Library location as determined by the Director or their designee.
2. Posters, notices, and material for posting shall be submitted to Library staff for approval and, if posted, may be removed only by Library staff.
3. The Library Director or their designee may determine the suitability of a given item for posting based on the following factors:
  - a. relation to Library programming;
  - b. relation to Library initiatives;
  - c. relation to materials in the Library's collection the Director or their designee would like to emphasize;
  - d. relevance to issues of local, national, or global concern;
  - e. general interest to the community;
  - f. quality of the materials; and
  - g. availability of space.
4. All items may be discarded by Library staff upon a determination by the Director or their designee that the items will not be posted or upon their removal by Library staff.
5. Posters and notices with printed price charges may be accepted, but not those announcing events, services, or products designed to make a profit for a commercial enterprise.
6. Items for posting are received at the 3rd floor reference desk of the Main Library or at any service desk in the Library's branch locations. Individuals submitting these materials must leave a contact name, phone number, and date of the event advertised.

# BOISE PUBLIC LIBRARY SYSTEM STATISTICS REPORT June 2023

	<u>This Month</u>	<u>Last Year This Month</u>	<u>Percent Change</u>	<u>This Year To Date</u>	<u>Last Year To Date</u>	<u>Percent Change</u>
<b><u>CIRCULATION/Books</u></b>						
Adult	43,645	42,799	1.98	389,422	401,308	-2.96
Young Adult	6,399	6,742	-5.09	47,964	54,430	-11.88
Juvenile	61,043	63,814	-4.34	525,427	538,523	-2.43
<b>Sub Total</b>	<b>111,087</b>	<b>113,355</b>	<b>-2.00</b>	<b>962,813</b>	<b>994,261</b>	<b>-3.16</b>

<b><u>CIRCULATION /Audio Visual</u></b>						
Adult	15,875	18,299	-13.25	153,562	181,167	-15.24
Young Adult	1,138	883	28.88	8,780	8,445	3.97
Juvenile	4,989	5,572	-10.46	46,413	51,330	-9.58
<b>Sub Total</b>	<b>22,002</b>	<b>24,754</b>	<b>-11.12</b>	<b>208,755</b>	<b>240,942</b>	<b>-13.36</b>

<b><u>CIRCULATION/Digital</u></b>						
eAudio	34,425	25,826	33.30	276,379	221,420	24.82
eBooks	27,750	22,020	26.02	227,568	198,970	14.37
eVideo	337	272	23.90	3,064	2,746	11.58
eMusic	89	70	27.14	578	413	39.95
eMagazine	2,535	2,168	16.93	26,223	24,991	4.93
<b>Sub Total</b>	<b>65,136</b>	<b>50,356</b>	<b>29.35</b>	<b>533,812</b>	<b>448,540</b>	<b>19.01</b>
<b>TOTAL CIRCULATION</b>	<b>198,225</b>	<b>188,465</b>	<b>5.18</b>	<b>1,705,380</b>	<b>1,683,743</b>	<b>1.29</b>

<b><u>CIRCULATION SUMMARY</u></b>						
Main Library	59,672	60,508	-1.38	544,082	556,908	-2.30
Collister	11,684	12,259	-4.69	103,842	113,187	-8.26
Hillcrest	8,900	9,317	-4.48	76,248	81,947	-6.95
Cole & Ustick (C&U)	24,959	26,150	-4.55	208,662	219,722	-5.03
Bown	25,509	27,875	-8.49	215,446	243,093	-11.37
Home Service	2,365	2,000	18.25	23,288	20,346	14.46
Digital Collection	65,136	50,356	29.35	533,812	448,540	19.01
<b>TOTAL CIRCULATION</b>	<b>198,225</b>	<b>188,465</b>	<b>5.18</b>	<b>1,705,380</b>	<b>1,683,743</b>	<b>1.29</b>

<b><u>PATRON COUNT</u></b>						
Main Library	26,102	22,295	17.08	220,795	181,676	21.53
Collister	5,725	5,279	8.45	46,845	41,409	13.13
Hillcrest*	5,268	4,608	14.32	44,923	36,841	21.94
Cole & Ustick	9,767	8,600	13.57	82,535	64,089	28.78
Bown	9,768	8,344	17.07	81,463	62,137	31.10
<b>TOTAL PATRON COUNT</b>	<b>56,630</b>	<b>49,126</b>	<b>15.28</b>	<b>476,561</b>	<b>386,152</b>	<b>23.41</b>

<b><u>POLARIS CATALOG</u></b>						
System External Use Counts	210,894	230,275	-8.42	2,051,071	2,407,771	-14.81
Main Internal Use Counts	30,079	30,009	0.23	299,962	275,300	8.96
Collister Internal Use Counts	2,028	2,369	-14.39	16,713	15,483	7.94
Hillcrest Internal Use Counts	2,435	2,907	-16.24	19,963	17,292	15.45
C&U Internal Use Counts	7,037	7,016	0.30	54,445	45,717	19.09
Bown Internal Use Counts	6,176	5,756	7.30	39,085	37,199	5.07

	<u>This Month</u>	<u>Last Year This Month</u>	<u>Percent Change</u>	<u>This Year To Date</u>	<u>Last Year To Date</u>	<u>Percent Change</u>
<b><u>NEW CARDS ISSUED</u></b>						
Resident	1,035	1,018	1.67	8,099	6,929	16.89
Non-Resident	6	3	100.00	36	55	-34.55
Internet Only	0	0	0.00	1	8	-87.50
<b>TOTAL CARDS ISSUED</b>	<b>1,041</b>	<b>1,021</b>	<b>1.96</b>	<b>8,136</b>	<b>6,992</b>	<b>16.36</b>

**INTERLIBRARY LOANS**

Out-of-State	98	88	11.36	886	616	43.83
In-State	56	65	-13.85	511	356	43.54

**INTERLIBRARY BORROWING**

Out-of-State	42	101	-58.42	668	1,830	-63.50
In-State	34	32	6.25	300	576	-47.92

**REFERENCE SUMMARY**

Main Adult Desk	1,489	1,042	42.90	11,850	10,561	12.21
Main Adult Telephone	651	609	6.90	5,211	6,081	-14.31
Main Adult Electronic	135	124	8.87	967	1,146	-15.62
<b>Sub Total Adult Reference</b>	<b>2,275</b>	<b>1,775</b>	<b>28.17</b>	<b>18,028</b>	<b>17,788</b>	<b>1.35</b>

Main Youth Desk	1,471	1,185	24.14	8,556	5,633	51.89
Main Youth Telephone	6	32	-81.25	138	215	-35.81
Main Youth Electronic	0	3	-100.00	18	12	50.00
<b>Sub Total Youth Reference</b>	<b>1,477</b>	<b>1,220</b>	<b>21.07</b>	<b>8,712</b>	<b>5,860</b>	<b>48.67</b>

Information Desk

Readers Advisory	6	5	20.00	15	52	-71.15
Directional/Informational	417	1,906	-78.12	5,418	17,356	-68.78
<b>Sub Total Information Desk</b>	<b>423</b>	<b>1,911</b>	<b>-77.86</b>	<b>5,433</b>	<b>17,408</b>	<b>-68.79</b>

Collister Desk	1,209	1,244	-2.81	11,032	8,891	24.08
Collister Phone	120	106	13.21	1,125	1,201	-6.33
<b>Sub Total Collister Reference</b>	<b>1,329</b>	<b>1,350</b>	<b>-1.56</b>	<b>12,157</b>	<b>10,092</b>	<b>20.46</b>

Hillcrest Desk	420	441	-4.76	4,111	3,787	8.56
Hillcrest Phone	72	57	26.32	943	850	10.94
<b>Sub Total Hillcrest Reference</b>	<b>492</b>	<b>498</b>	<b>-1.20</b>	<b>5,054</b>	<b>4,637</b>	<b>8.99</b>

Cole & Ustick Desk	772	1,450	-46.76	9,738	8,550	13.89
Cole & Ustick Phone	158	184	-14.13	1,430	1,338	6.88
<b>Sub Total C&amp;U Reference</b>	<b>930</b>	<b>1,634</b>	<b>-43.08</b>	<b>11,168</b>	<b>9,888</b>	<b>12.94</b>

Bown Desk	1,461	641	127.93	5,781	4,801	20.41
Bown Phone	130	48	170.83	387	907	-57.33
<b>Sub Total Bown Reference</b>	<b>1,591</b>	<b>689</b>	<b>130.91</b>	<b>6,168</b>	<b>5,708</b>	<b>8.06</b>
<b>TOTAL REFERENCE</b>	<b>8,517</b>	<b>9,077</b>	<b>-6.17</b>	<b>66,720</b>	<b>71,381</b>	<b>-6.53</b>

	<u>This Month</u>	<u>Last Year This Month</u>	<u>Percent Change</u>	<u>This Year To Date</u>	<u>Last Year To Date</u>	<u>Percent Change</u>
<b><u>MEETING ROOM USE SUMMARY</u></b>						
<b>Programs</b>						
Main Adult Programs	8	5	60.00	108	37	191.89
Main Youth Programs	59	39	51.28	603	257	134.63
Main Community Programs	74	59	25.42	862	695	24.03
<b>Sub Total Main</b>	<b>141</b>	<b>103</b>	<b>36.89</b>	<b>1,573</b>	<b>989</b>	<b>59.05</b>
Collister Adult Programs	14	1	1300.00	87	14	521.43
Collister Youth Programs	41	33	24.24	327	165	98.18
Collister Community Programs	107	79	35.44	793	465	70.54
<b>Sub Total Collister</b>	<b>162</b>	<b>113</b>	<b>43.36</b>	<b>1,207</b>	<b>644</b>	<b>87.42</b>
Hillcrest Adult Programs	12	6	100.00	128	34	276.47
Hillcrest Youth Programs	50	12	316.67	243	88	176.14
Hillcrest Community Programs	93	54	72.22	937	481	94.80
<b>Sub Total Hillcrest</b>	<b>155</b>	<b>72</b>	<b>115.28</b>	<b>1,308</b>	<b>603</b>	<b>116.92</b>
C&U Adult Programs	21	9	133.33	101	39	158.97
C&U Youth Programs	38	44	-13.64	318	225	41.33
C&U Community Programs	144	70	105.71	1,018	378	169.31
<b>Sub Total Cole &amp; Ustick</b>	<b>203</b>	<b>123</b>	<b>65.04</b>	<b>1,437</b>	<b>642</b>	<b>123.83</b>
Bown Adult Programs	8	7	14.29	101	20	405.00
Bown Youth Programs	45	36	25.00	382	136	180.88
Bown Community Programs	79	57	38.60	691	107	545.79
<b>Sub Total Bown</b>	<b>132</b>	<b>100</b>	<b>32.00</b>	<b>1,174</b>	<b>263</b>	<b>346.39</b>
<b>TOTAL PROGRAMS</b>	<b>793</b>	<b>511</b>	<b>55.19</b>	<b>6,699</b>	<b>3,141</b>	<b>113.28</b>

<b>Program Attendance</b>						
Main Adult Attendance	22	46	-52.17	1,143	613	86.46
Main Youth Attendance	2,026	1,194	69.68	20,094	5,671	254.33
Main Comm Attendance	450	353	27.48	7,422	6,328	17.29
<b>Sub Total Main</b>	<b>2,498</b>	<b>1,593</b>	<b>56.81</b>	<b>28,659</b>	<b>12,612</b>	<b>127.24</b>
Collister Adult Attendance	104	2	5100.00	732	328	123.17
Collister Youth Attendance	1,469	898	63.59	12,769	11,304	12.96
Collister Comm Attendance	302	170	0.00	2,891	1,201	140.72
<b>Sub Total Collister</b>	<b>1,875</b>	<b>1,070</b>	<b>75.23</b>	<b>16,392</b>	<b>12,833</b>	<b>27.73</b>
Hillcrest Adult Attendance	61	36	69.44	1,215	211	475.83
Hillcrest Youth Attendance	1,227	226	442.92	4,803	2,765	73.71
Hillcrest Comm Attendance	596	221	169.68	5,694	1,708	233.37
<b>Sub Total Hillcrest</b>	<b>1,884</b>	<b>483</b>	<b>290.06</b>	<b>11,712</b>	<b>4,684</b>	<b>150.04</b>
C&U Adult Attendance	52	33	57.58	647	108	499.07
C&U Youth Attendance	1,096	1,572	-30.28	10,333	9,117	13.34
C&U Comm Attendance	700	366	91.26	8,103	3,317	144.29
<b>Sub Total Cole &amp; Ustick</b>	<b>1,848</b>	<b>1,971</b>	<b>-6.24</b>	<b>19,083</b>	<b>12,542</b>	<b>52.15</b>
Bown Adult Attendance	101	33	206.06	895	190	371.05
Bown Youth Attendance	1,063	934	13.81	11,183	5,331	109.77
Bown Comm Attendance	187	156	19.87	3,165	357	786.55
<b>Sub Total Bown</b>	<b>1,351</b>	<b>1,123</b>	<b>20.30</b>	<b>15,243</b>	<b>5,878</b>	<b>159.32</b>
<b>TOTAL PROGRAM ATTENDANCE</b>	<b>9,456</b>	<b>6,240</b>	<b>51.54</b>	<b>91,089</b>	<b>48,549</b>	<b>87.62</b>

# BOISE PUBLIC LIBRARY

## RECIPROCAL BORROWING STATISTICS

### June 2023

Items checked out at BPL by consortium members' patrons.

	Percent of				Percent of			
	<u>This Month</u>	<u>This Month</u>	<u>Last Year</u>	<u>Percent</u>	<u>This Year</u>	<u>To Date</u>	<u>Last Year</u>	<u>Percent</u>
<b>CHECKOUTS</b>	<u>This Month</u>	<u>Circulation</u>	<u>This Month</u>	<u>Change</u>	<u>To Date</u>	<u>Circulation</u>	<u>To Date</u>	<u>Change</u>
Ada Community	2,822	1.42	2,658	6.17	25,091	1.47	22,358	12.22
Caldwell	237	0.12	362	-34.53	2,615	0.15	2,164	20.84
Eagle	592	0.30	598	-1.00	5,496	0.32	7,432	-26.05
Emmett	27	0.01	28	-3.57	218	0.01	384	-43.23
Garden City	1,080	0.54	1,025	5.37	9,315	0.55	10,404	-10.47
Hailey	0	0.00	0	0.00	86	0.01	207	-58.45
Kuna	714	0.36	392	82.14	3,755	0.22	2,128	76.46
Meridian	2,892	1.46	2,590	11.66	22,947	1.35	20,836	10.13
Mountain Home	188	0.09	155	21.29	2,172	0.13	1,519	42.99
Nampa	684	0.35	658	3.95	5,224	0.31	5,987	-12.74
Twin Falls	15	0.01	93	-83.87	185	0.01	304	-39.14
<b>Total</b>	<b>9,251</b>	<b>4.67</b>	<b>8,559</b>	<b>8.09</b>	<b>77,104</b>	<b>4.52</b>	<b>73,723</b>	<b>4.59</b>

Total BPL Circulation	198,225	188,465	1,705,379	1,683,743
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Items checked out at consortium member locations by BPL patrons.

<b>CHECKOUTS</b>	<u>This Month</u>	<u>Last Year</u>	<u>This Year</u>	<u>Last Year</u>
		<u>This Month</u>	<u>To Date</u>	<u>To Date</u>
Ada Community	10,806	11,512	85,922	85,671
Caldwell	163	218	1,675	1,302
Eagle	7,620	7,744	59,052	54,918
Emmett	21	51	275	547
Garden City	9,338	9,197	70,266	69,679
Hailey	4	4	93	13
Kuna	197	164	1,306	1,746
Meridian	8,753	7,004	67,644	59,790
Mountain Home	15	4	98	73
Nampa	629	580	5,680	5,504
Twin Falls	13	46	70	72
<b>Total</b>	<b>37,559</b>	<b>36,524</b>	<b>292,081</b>	<b>279,315</b>