



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

BOISE PUBLIC LIBRARY BOARD OF TRUSTEES Regular/Annual Meeting Minutes September 11, 2024

The Boise Public Library Board of Trustees met at the Main Library in the Marion Bingham Room for their regular/annual meeting at 11:30 a.m. on Wednesday, September 11, 2024.

City Staff and Partners Present

Jessica Dorr, Library Director
Kathleen Stalder, Acquisitions & Technical Services Sr Manager
Sarah Kelley-Chase, Public Services Manager
Kari Davis, Library Administrative Manager
James Souder, Library Data Analyst
Joshua Letsinger, Library Communications Manager
Ed Jewell, Boise City Legal Counsel
Maggie Smith, Boise City Senior Budget Analyst (Remote)
Camille Franks, Chair of the Boise Public Library Foundation (Remote)
Kristin Livingstone, Learning Lab Executive Director

1. Call to Order and Introductions

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

Present: Nicole Trammel Pantera, President; Rebecca Lemmons, Vice President; Brian Klene; Reshma Kamal; Ron Pisaneschi.

2. Communications

None

3. Minutes-Action Item

MOTION to approve the August 14, 2024 regular meeting minutes.

Motion: Pisaneschi

Second: Lemmons

Result: Motion carried on a roll call vote of Kamal, yes; Klene, abstain; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

4. Consent Agenda-Action Item

a. Payment of Bills and Payroll

b. Financial Reports

Trustees asked questions about the amount of payroll budget remaining and

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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

BOISE CITY COUNCIL: Colin Nash (President), Meredith Stead (President Pro Tem), Kathy Corless, Jimmy Hallyburton, Jordan Morales, Luci Willits

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the capital project funding remaining. Dorr explained that the Library continues to see vacancies and that the rebudget discussion in November should provide clarity about capital projects.

MOTION to approve the August bills and payroll, the expenditure/revenue reports for the period ending July 31, 2024, and the gift fund activity report for July 2024.

Motion: Lemmons

Second: Klene

Result: Motion carried on a roll call vote of Kamal, yes; Klene, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

5. Reports

a. Friends of the Boise Public Library

A representative of the Friends of the Boise Public Library was unavailable so no report was presented.

b. Boise Public Library Foundation

Franks provided an update on the Foundation's merchandise sales at the Boise Comic Arts Festival. The group sold t-shirts and posters at the event and added youth sized shirts this year by request. A total of \$1,200 in merchandise was sold which was lower than past years. The group is finalizing a few operational projects and will hold their next meeting this week.

Trustees thanked Franks for the Foundation's support of the Boise Comic Arts Festival event.

c. Library Director's Report including Administration and Management

Dorr thanked the Foundation for their support of the Boise Comics Art Festival as well. It was a phenomenal event.

Dorr also thanked Kamal, Pantera, and Pisaneschi for joining the Meet Up with the Mayor. It was a great community conversation with many topics. The facilities survey launched before the event so that was incorporated into the discussion along with lots of Library love.

Dorr mentioned the facilities survey is live and encouraged everyone to complete it. Trustees were provided with a flyer that links directly to the survey via a QR code.

Dorr shared that the Library! at Bown Crossing is undergoing some paver and outside work/cleaning. Getting into the building is a bit challenging right now but work will improve the entry for wheelchairs and strollers once completed.

Dorr also shared that the FY2025 board cadence was listed in the meeting packet. One added item is a preparation in July for the annual meeting in



September. This was requested by current Board leadership in preparation for the next annual meeting.

Dorr highlighted two events coming up in October. The Friends of the Library volunteer event will occur on October 12th. Trustees should receive an invite and can follow up with Dorr about their attendance. Also, a staff in-service day will occur on Monday, October 14th. More details will be shared later.

Dorr noted that there were questions on the media report and asked for more understanding to bring forth a future presentation. No questions were asked but Trustees did ask about the leases for the Collister and Hillcrest branches update written in the Director's report. It was noted that the Collister lease will expire February 29, 2028 and Hillcrest will expire in July 31, 2027.

6. Requests for Reconsideration

Pantera noted that there were no requests for reconsideration this month but that it will appear as an agenda item each month going forward.

Trustees inquired if any response had been received around the previous request for reconsideration. No further communication on the request was received. Pantera mentioned that documentation for all requests for reconsideration can be found on the Library's website.

7. Old Business

a. Library Statistics

Library staff continued their discussion with Trustees on upcoming changes to how statistics are reported to the Board. The discussion focused on meeting room usage and program attendance.

Trustees shared that they would like to see yearly comparisons and noted the value it provides to see longer term trends.

8. Educational Item

Kristin Livingstone, the Learning Lab Executive Director, provided an overview of the work the Learning Lab does in our community. The group started over 30 years ago in space at the Boise Public Library. They've expanded to five locations throughout the City. The organization offers free personalized services in adult and family literacy. Learning Lab student Sondra Soto shared with Trustees her experience with the program and how it has positively impacted her life.

Trustees thanked the group for presenting and noted how well the partnership aligns with the Library strategic plan. Trustees also asked how the Library could continue to support the group. Livingstone shared she believes the Library was been an incredible partner and they want to continue that relationship. Being adaptable and flexible in meeting places for their programs as they grow to help them meet where people need them.



9. New Business

a. Learning Lab Memorandum of Understanding- Action item

Dorr provided Trustees with an overview of a memorandum of understanding between the Boise Public Library and the Learning Lab, Inc. The memorandum is in addition to the existing lease at the Downtown Library and permits the Learning Lab to hold classes at the Library! at Cole & Ustick location.

MOTION to approve the Learning Lab memorandum of understanding as presented.

Motion: Klene

Second: Lemmons

Result: Motion carried on a roll call vote of Kamal, yes; Klene, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

b. Temporary Closure of the Library! at Collister- Action item

Dorr presented to Trustees the need to temporarily close the Library! at Collister September 19-21, 2024 for wall repair and painting work. Staff will have the option to work in other locations or take accrued leave time.

MOTION to approve the temporary closure of the Library! at Collister September 19-21, 2024 for wall repair and painting work.

Motion: Lemmons

Second: Pisaneschi

Result: Motion carried on a roll call vote of Kamal, yes; Klene, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

c. Selection of Meeting Dates for Fiscal Year 2025 - Action Item

Per Idaho state code, the Board of Trustees is required to adopt and establish the regular board meeting schedule on an annual basis. Trustees agreed to continue meeting the same time and day for Fiscal Year 2025.

Trustees discussed availability for the November 13, 2024 meeting. It was determined that a quorum would be present.

MOTION to approve a Fiscal Year 2025 meeting schedule.

Motion: Klene

Second: Pisaneschi

Result: Motion carried on a roll call vote of Kamal, yes; Klene, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

The Library Board of Trustees will meet the second Wednesday of every month at 11:30 a.m. in the Marion Bingham Room of the Main Library at 715 S. Capitol Blvd.

10. Review, Amend, Repeal, or Adopt Bylaws, Policies, and Procedures

Boise Public Library policies were reviewed monthly with the annual review completed at the August 14, 2024 meeting. Library Board bylaws were reviewed,



updated, and approved at the August 14, 2024 meeting. Pantera noted that the Board had reviewed both policy and bylaws for fiscal year 2024.

11. Election of Officers for Fiscal Year 2025 - Action Item

The Library Board of Trustees Bylaws, Article IV, Section I, states “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. No officer shall serve more than two full consecutive terms.”

Pantera nominated Rebecca Lemmons as President and Ron Pisaneschi as Vice President for the next fiscal year.

MOTION to elect Rebecca Lemmons as President for the term October 1, 2024 through September 30, 2025.

Motion: Klene

Second: Kamal

Result: Motion carried on a roll call vote of Kamal, yes; Klene, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

MOTION to elect Ron Pisaneschi as Vice President for the term October 1, 2024 through September 30, 2025.

Motion: Lemmons

Second: Kamal

Result: Motion carried on a roll call vote of Kamal, yes; Klene, yes; Lemmons, yes; Pisaneschi, yes; Pantera, yes.

12. Selection of Trustee to Review Vouchers

Kamal was selected to be the Trustee to review vouchers.

13. Selection of Meeting Date

The next regular meeting is October 9, 2024.

14. Adjourn

MOTION to adjourn the meeting.

Motion: Lemmons

Second: Pisaneschi

Result: Motion carried

The meeting ended at 12:19 p.m.

Approved:

Jessica Dorr, Director

Rebecca Lemmons, President

