



# BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

## BOISE PUBLIC LIBRARY BOARD OF TRUSTEES Regular Meeting Minutes August 13, 2025

The Boise Public Library Board of Trustees met at the Main Library in the Marion Bingham Room for their regular meeting at 11:30 a.m. on Wednesday, August 13, 2025

### City Staff and Partners Present

Jessica Dorr, Library Director  
Emily Johnson, Chief Administrative Officer  
Kathleen Stalder, Acquisitions & Technical Services Sr Manager  
Heidi Lewis, Public Services Sr Manager  
Sarah Kelley-Chase, Public Services Sr Manager  
Kari Davis, Library Administrative Manager  
Megan McIntosh, Library Administrative Specialist  
Ed Jewell, Boise City Legal Counsel  
Shivaun Korfanta, Library Marketing Manager  
Lindsay Erb, Public Works Senior Project Manager  
Maggie Smith, Boise City Senior Budget Analyst  
Jill Eyres, Group 4 Architecture, Research + Planning  
Camille Franks, Chair of the Boise Public Library Foundation (Remote)  
Kirsten Ocker, President of the Friends of the Boise Public Library (Remote)  
Colin Nash, Boise City Council President

### 1. Call to Order and Introductions

The meeting was called to order at 11:33 a.m., and a roll call was conducted.

Present: Ron Pisaneschi, President; Nicole Trammel Pantera, Vice President; Evelyn Johnson.

Absent: Reshma Kamal; Brian Klene.

### 2. Communications

None

### 3. Minutes-Action Item

#### a. July 9, 2025, Regular Meeting

**MOTION** to approve the July 9, 2025 regular meeting minutes.

**Motion:** Pantera

**Second:** Johnson

**Result:** Motion carried on a roll call vote of Johnson, yes; Pantera, yes;  
Pisaneschi, yes.

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

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

[BOISEPUBLICLIBRARY.ORG](http://BOISEPUBLICLIBRARY.ORG)

**b. August 1, 2025, Special Meeting**

**MOTION** to approve the August 1, 2025 special meeting minutes.

**Motion:** Pantera

**Second:** Johnson

**Result:** Motion carried on a roll call vote of Johnson, yes; Pantera, yes; Pisaneschi, yes.

**4. Consent Agenda-Action Item**

**a. Payment of Bills and Payroll**

**b. Financial Reports**

**MOTION** to approve the July bills and payroll, the expenditure/revenue reports for the period ending June 30, 2025, and the gift fund activity report for June 2025.

**Motion:** Pantera

**Second:** Johnson

**Result:** Motion carried on a roll call vote of Johnson, yes; Pantera, yes; Pisaneschi, yes.

**5. Reports**

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

Ocker reported the Friends are planning a small children's book sale for the Boo at the Zoo event at Zoo Boise and are scheduling sales for 2026. Trustees thanked the Friends for their recent gift for work on the Downtown Library.

**b. Boise Public Library Foundation**

Franks shared the Foundation received a donation from the Gloth Family in 2021 to be used for children's related endeavors. The Foundation gifted the Library the \$100,000 donation for upcoming renovations in Youth Services. Trustees requested Franks to convey the Board's appreciation of the gift to the Gloth family.

**c. Library Director's Report including Administration and Management**

Dorr announced the First Floor Renovation Project is officially moving forward. The contract with CM was signed and Council has approved the interim budget change (IBC). Preparations for the first floor renovations are underway with the Downtown Library closing Tuesday, September 2<sup>nd</sup> to Sunday, September 7<sup>th</sup>. During this closure, collections will be moved into their new configurations on the second and third floors.

The Board of Trustees meetings will rotate between the Bown Crossing, Cole & Ustick, and Hillcrest branch locations for the duration of the renovations. The September meeting will be held at the Hillcrest branch.

Trustees inquired if the Library will be tracking user movement during the renovations and making staffing adjustments to address these changes. Dorr explained that the Project Team has focused on ensuring the Downtown



Library is staffed while also remaining flexible and listening to the community.

Dorr invited Trustees to the 13<sup>th</sup> Boise Comic Arts Festival (BCAF) on Saturday, August 30<sup>th</sup> to Sunday, August 31<sup>st</sup> at Boise Centre. BCAF is the largest free comic arts festival in Idaho featuring two days of Artist's Alley, cosplay, panels, performances, and workshops. Guest creators will be doing school visits on Friday, August 29<sup>th</sup>. Dorr thanked the Foundation for their sponsorship of BCAF.

**6. Requests for Reconsideration**

None

**7. Educational Item**

None

**8. Old Business**

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

**Section 8.00, Displays and Exhibits**

Kelley-Chase reviewed section 8.00 of the Boise Public Library Policy Manual with the Trustees. Staff recommended no changes to this section of the policy manual.

This concludes the Library Board of Trustees annual policy review for Fiscal Year 2025 as stipulated by the Board's bylaws.

**b. Master Facilities Plan Update**

Dorr announced the Master Facilities Plan will be a three month discussion beginning with the draft report presentation in August; a request for endorsement of the plan by the Board in September; concluding with a joint work session with Council on Tuesday, October 14<sup>th</sup>.

Eyres presented to Trustees an overview of the draft Master Facilities Plan recommendations from Group 4 Architecture, Research + Planning. Group 4's research concluded Boise's libraries are well distributed, and the number of library branches is effective regarding access to Library services. The draft findings revealed that existing library space is limited, and the Library is currently at 70-80% of space needed to effectively address community needs.

Nash inquired about the data considered regarding Group 4 not recommending a branch in West Boise. Eyres explained the data did not reveal a geographic gap for access in Boise. Without additional funds, building a new branch would take away services from the other branches. It was noted the plan does not eliminate the possibility of additional branches but viewed the recommendation of additional branches as unnecessary when addressing the Library's existing limited space and finite resources.



The draft Master Facilities Plan recommends a set of 10-Year Priorities. These priorities are: leverage enhanced access strategies and partnerships; replace Collister and Hillcrest with new sites 25,000 square feet or more; update Bown Crossing and Cole & Ustick to optimize service and space for community needs; and relocate Library technical services and support functions. The 20-Year Plan includes expanding the Downtown Library and continuing to evaluate evolving needs and new opportunities.

Trustees inquired about where the greatest need for expansion was. Eyre explained that the plan recommends replacing Collister and Hillcrest branches with larger sites. They are strategically located and continued growth in these areas is anticipated.

Eyres presented three sequencing scenarios for implementation of the Master Facilities Plan. The scenarios addressed the identified priorities and executed the recommendations in different stages based on different factors such as minimizing the effects of cost escalation; managing growth in the Library's operating costs; and community engagement and support. Trustees discussed the recommendations and the various plan implementations. Concern around the \$25 million ballot provision regarding civic projects was also discussed. It was noted that going forward it is necessary to be strategic and thoughtful with the implementation of the Master Facilities Plan.

#### **9. Selection of Trustee to Review Vouchers**

Klene was selected to be the Trustee to review vouchers.

#### **10. Selection of Meeting Date**

Next regular/annual meeting on Wednesday, September 10, 2025.

#### **11. Adjourn**

**MOTION** to adjourn the meeting.

**Motion:** Pantera

**Second:** Johnson

**Result:** Motion carried.

The meeting ended at 1:03 p.m.

**Approved**

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Jessica Dorr, Director

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Ron Pisaneschi, President

