



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

BOISE PUBLIC LIBRARY BOARD OF TRUSTEES Regular Meeting Minutes October 11, 2023

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, October 11, 2023.

City Staff and Partners Present

Jessica Dorr, Library Director
Kathleen Stalder, Library Acquisitions and Technical Services Senior Manager
Sarah Kelley-Chase, Library Services Senior Manager
Emily Johnson, Library Chief Administrative Officer
Jennifer Villalobos, Branch Manager at Library! at Collister
Joni Hansen, Branch Manager at Library! at Bown Crossing
Erin Kennedy, Branch Librarian at Library! at Collister
Ashley Hammond, Library Mental Health Coordinator
Kari Davis, Library Administrative Assistant
Amber Mitchell, Library Administrative Specialist Senior
Joshua Letsinger, Library Communications Manager
Jimmy Hallyburton, Boise City Councilmember
Ed Jewell, Boise City Legal Counsel
Shawn Wilson, Boise City Municipal Facility Program Senior Manager
Lindsay Erb, Boise City Public Works Senior Project Manager
Lynette Gould, Boise City Financial Services Supervisor (Remote)
Jill Johnson, President of the Friends of the Boise Public Library (Remote)
Brian Manship, Chair of the Boise Public Library Foundation (Remote)

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; Reshma Kamal; Brian Klene (Remote); Ron Pisaneschi.

Absent: Rebecca Lemmons, Vice President.

Trustee Pantera began by introducing Erin Kennedy as the 2023 Idaho Librarian of the Year.

Dorr thanked Erin for being a great librarian and great advocate. Dorr also introduced staff attendees to the Board.

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: Jimmy Hallyburton (President), Patrick Bageant (President Pro Tem), Latonia Haney Keith, Meredith Stead, Colin Nash, Luci Willits

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2. Communications

None.

3. Minutes - Action Item

MOTION to approve the September 13, 2023 regular meeting minutes.

Motion: Pisaneschi

Second: Klene

Result: Motion carried

4. Consent Agenda - Action Item

a. Payment of Bills and Payroll

b. Financial Reports

MOTION to approve the September bills and payroll, the expenditure/revenue reports for the period ending August 31, 2023, and the gift fund activity report for August 2023.

Motion: Klene

Second: Pisaneschi

Result: Motion carried

5. Reports

a. Friends of the Boise Public Library

Johnson reported that the Friends approved four scholarships for Library employees. The Friends also resumed donations on October 9 and are planning an online auction November 3-12 to offer unique items to the public. Johnson also shared that the Friends sale at the Library! at Hillcrest was a huge success and thanked Library staff for their assistance.

b. Boise Public Library Foundation

Manship reported that the final payment for sponsorship of the Boise Comic Arts Festival was submitted. Manship shared that they had a successful sale despite the weather and were happy to sponsor BCAF for the second year in a row.

c. Library Director's Report including Administration and Management

Dorr began her report by acknowledging Erin Martin as the recipient of the Gardner Hanks Scholarship awarded by the Idaho Library Association. Dorr reiterated that she is thrilled to have such great staff being recognized.

Dorr also thanked everyone for joining the Library at the Boise Comic Arts Festival. It turned out to be a wonderful event full of creative and fun events. Dorr thanked the Idaho State Museum and the Boise City Department of Arts & History for their expanded partnerships this year.

Dorr informed Trustees that with the start of FY24 a Data Analyst position should be posted soon and highlighted consortium changes which include additional courier routes to Emmett, Mountain Home, and Twin Falls. Dorr gave a big thanks to the Acquisitions and Technical Services Department,



couriers, and partners for all their hard work to ensure deliveries can be made.

Dorr shared a reminder that the Board will be given a tour of the Main Library at the November meeting.

6. Educational Item

Villalobos presented to the Trustees an overview of the new Boise City Writer-in-Residence program and its goals. The inaugural program of the first Writer-in-Residence, Natalie Disney, will kick off in the Bingham Room at the Main Library on October 21. The program will run once a month through March 31, 2024. The second residency will then welcome Heidi Kraay, from April 1, 2024, through September 30, 2024.

Trustees commented how great it is that the program ties into the strategic plan and works with various groups across the city.

Villalobos and Hansen then discussed the upcoming Boise Public Library Book Faire that will take place at the Main Library on November 4 from 10AM-2PM. It will include an Author Alley, several staff led workshops and a 2023 holiday book buying guide.

7. Old Business

a. Boise Public Library Policy Review Section 1.00, Board of Trustees

Section 1.00, Board of Trustees was presented to the Board with no changes recommended.

Trustees engaged in discussion regarding complaints being brought to the board. Dorr stated that she would take this as an action item to consider and bring to the board at a future meeting.

This begins the Library Board of Trustees annual policy review for Fiscal Year 2024 as stipulated by the Board's bylaws.

b. Capital Project Update

Erb provided an update on current projects taking place at the Main Library and anticipated start dates for future facility improvements.

Trustees asked about the budget for current projects and when the Board could expect to know the total for future projects. Wilson responded that they are actively working on getting the estimates and will present the information to the Board at a future meeting.



c. Master Facilities Plan Process

Wilson began the presentation about upcoming efforts to create a Masters Facilities Plan by giving a summary of the process, steps completed, and a roadmap developed to organize the jumpstart of the project.

Councilmember Hallyburton asked if a timeline had already been established for phases to start. Wilson responded that they are hoping to start as soon as they are able. Johnson noted that they are taking the time needed to do things right and be flexible with timelines to allow for community input.

8. New Business

a. Mental Health Coordinator

Hammond discussed how the Mental Health Coordinator role has been incorporated into the Library since it was created in 2022. Hammond also spoke about how libraries have seen an increase in users experiencing life challenges surrounding mental health, housing, and poverty. Ongoing programs and partnerships have allowed Hammond to connect with and bring resources to those individuals who frequent the Library. In total, 184 individuals were served and 375 interactions took place in a one year period.

Trustees thanked Hammond for her great work and discussed her rotating schedule that includes time at all neighborhood branch libraries.

Klene left the meeting at 12:39 p.m.

Klene returned to the meeting at 12:40 p.m.

9. Selection of Trustee to Review Vouchers

Kamal was selected to be the Trustee to review vouchers.

10. Selection of Meeting Date

The next regular meeting is November 8, 2023.

11. Adjourn

MOTION to adjourn the meeting.

Motion: Pisaneschi

Second: Klene

Result: Motion carried

The meeting ended at 12:52p.m.

Approved:

Jessica Dorr, Director

Nicole Trammel Pantera, President

