

Boise Public Library
Board of Trustees
Regular Meeting Minutes
June 13, 2019

The Boise Public Library Board of Trustees met for its regular meeting at 12:00 p.m. noon on Thursday, June 13, 2019, in the Marion Bingham Room at the Main Library.

Board of Trustees Present:

Dwaine Carver, Acting President; Denise Baird; and Phil Magnuson.

Others Present:

Kelley Fleming, Boise City Legal Counsel; Kevin Booe, Library Director; Sarah Kelley-Chase, Public Services Manager; Denise McNeley, Operations and Outreach Manager; Shanna Decker, Acquisitions and Technical Services Manager; Diana Cross, Friends of the Library Representative; Holly Funk, Library Customer Experience Manager; Elizabeth Westenburg, Hillcrest Branch Supervisor; Jennifer Villalobos, Collister Branch Manager; Shawn Wilson, Boise City Public Works; Adam Park, Boise City Mayor's Office; Cara Van Sant, Library Capital Campaign Coordinator; Lynette Gould, Boise City Department of Finance and Administration; Margo Taylor, Library Page Supervisor; Anthony Sanchez, Collister Branch Library Assistant; Heidi Lewis, Main Library Manager; Lindsay Atkinson, SMART Boise; and Kari Davis, Library Administrative Assistant.

1. Call to Order and Introductions

The meeting was called to order by Carver at 12:03 a.m. and a roll call was conducted.

Booe presented Baird with a plaque acknowledging her years of service on the Board. Baird's final term ends June 30, 2019.

Booe welcomed Magnuson as the newest Trustee to the Library Board. Magnuson succeeds past Trustee Elizabeth Cooper.

2. Communications

None

3. Minutes- [Action Item](#)

Due to the lack of a quorum from the April 11 meeting, approval of the April 11, 2019, regular meeting minutes was deferred.

Due to the lack of a quorum from the May 9 meeting, approval of the May 9, 2019, regular meeting minutes was deferred.

MOTION by Baird seconded by Magnuson to hold a special meeting to approve the April 11, 2019 and May 9, 2019 meeting minutes before July 1, 2019. All in favor, motion carried.

4. Consent Agenda- Action Item

a. Payment of Bills and Payroll

b. Financial Reports

MOTION by Baird and seconded by Magnuson to approve the May 2019 bills and payroll, the expenditure and revenue report for the period ending April 30, 2019, and the Gift Fund activity report for April 30, 2019. All in favor, motion carried.

5. Library Trends and Issues

Anthony Sanchez, Collister Branch Library Assistant, shared with the Board his experiences in customer service. Sanchez shared personal stories about connections he has made with customers. Attendees were reminded that interpersonal communication is the key to customer service.

12:23 p.m. Trustee Baird left the meeting.

12:27 p.m. Carver declared the meeting suspended due to the lack of a quorum.

June 20, 2019 at 12: 35 p.m. the meeting reconvened with Dwaine Carver, Margo Healy, Kelley Fleming, Kevin Booe, and Kari Davis attending on site and Denise Baird, Phil Magnuson, and Tonya Westenskow attending via phone conference.

6. Adjourn

MOTION by Healy seconded by Westenskow to adjourn at 12:36 p.m. All in favor, motion carried.

Approved:

Kevin Booe, Library Director

Dwaine Carver, Acting President