

BOISE PUBLIC LIBRARY BOARD OF TRUSTEES

August 13, 2020, Meeting Packet Cover Page

AGENDA

DIRECTOR'S REPORT

SUPPORTING DOCUMENTS

- Boise Public Library Policy Review: Section 8.00, Displays & Exhibits
 - Policy 8.01, Displays
 - Regulation 8.01a, Display Cases
 - Exhibit 8.01b, Loaned Object Display Agreement
 - Policy 8.02, Bulletin Boards
 - Regulation 8.02a, Bulletin Board Guidelines

- Fiscal Year 2021 Budget
 - Operating Actual vs. Budget History Report
 - FY20 Budget vs. FY21 Budget Graphic Report

BOISE PUBLIC LIBRARY STATISTICS

- System Statistics Reports, June 2020

Agenda



BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | INTERIM DIRECTOR: Kristine Miller

Boise Public Library Board of Trustees Regular Meeting Agenda

Thursday, August 13, 2020, 11:30 a.m. • **Maryanne Jordan City Council Chambers, City Hall, 150 N. Capitol Blvd., Boise, ID 83702**

Public can attend the meeting in person, or via Zoom by registering at the following link:

https://cityofboise.zoom.us/webinar/register/WN_qJrdE7wSSlam8u0YYTGyCQ

<p>BOARD OF TRUSTEES Margo Healy, President Tonya Westenskow, Vice President Sonia Galaviz Rachel Goochey Phil Magnuson</p>	<p>MISSION 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.</p>
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AGENDA

1. **Call to Order and Introductions**
2. **Communications**
None
3. **Minutes-Action Item**
July 9, 2020, Regular Meeting
July 29, 2020, Special 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, 2020
Gift Fund activity for June 30, 2020
5. **Reports**
 - a. Friends of the Boise Public Library
 - b. Boise Public Library Foundation
 - c. Library Director including administration and management

MAIN LIBRARY
715 S. Capitol Blvd., Boise, Idaho 83702
P: 208-972-8200 | TDD/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: Elaine Clegg (President), Holli Woodings (President Pro Tem), Patrick Bageant, Lisa Sánchez, Jimmy Hallyburton, TJ Thomson

BOISEPUBLICLIBRARY.ORG

6. Old Business

**a. Boise Public Library Policy Review:
Section 8.00, Displays & Exhibits**

Kelley-Chase will review section 8.00 of the Boise Public Library Manual with the Trustees. The staff recommends no changes to this section of the policy manual. This is a discussion item only and requires 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 2020 as stipulated by the Board's bylaws.

b. Fiscal Year 2021 Budget Workshop Review

Library Outreach and Operations Manager, Denise McNeley, will give a review of the Fiscal Year 2021 budget workshop held on June 30, 2020. This is a discussion item only and requires no action.

c. Review of Fiscal Year 2020 Goals and Objectives

The goals and objectives for Fiscal Year 2020 will be reviewed by staff and items that will carry over to Fiscal Year 2021 will be discussed.

d. Director Search Update

June Garcia of June Garcia, LLC will provide the Trustees with an update on the Director search process and share the recruitment brochure. This is a discussion item only and requires no action.

7. New Business

None

8. Selection of Trustee to Review Payment Vouchers

Trustee review for August vouchers by Galaviz.

9. Selection of Meeting Date

Next regular/annual meeting Thursday, September 10, 2020.

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.



Director's Report

BOISE PUBLIC LIBRARY

Library Director's Update

August 2020

OPERATIONS

BPL's modified operations continue to run smoothly. Thank you for helping to make the Community Room a reality (in a hurry!). We are planning for additional service enhancements and modifications this fall related to readers' advisory and programming, and we continue to closely monitor COVID activity and public health recommendations and orders.

To ensure that our public services are cohesive across the system, I've expanded Sarah Kelley-Chase's role as Public Services Senior Manager. Sarah will now provide leadership to all locations. This is a relatively minor change in the way the team has been functioning and will allow us to streamline several standing meetings and project teams. I appreciate Sarah's continued leadership and the team's enthusiastic support for this move.

FY20 WORKPLAN

In today's meeting staff will provide an update on BPL's FY20 workplan. It is likely an understatement to say that **a lot** has transpired since the plan was developed last summer! Due to leadership transitions, a halt to the Main Library project, pandemic disruptions, and joint direction from Trustees and Councilmembers to embark on a new strategic planning process, you will see that many projects have been cancelled or placed on hold. Despite these disruptions and re-sets, staff is excited to share progress on several projects that have moved forward and/or been completed.

Administration and Management Reports:

CURBSIDE KITS

The Library! at Hillcrest and Library! at Collister branches have been busy assembling and distributing grab and go activity kits for all ages and difficulty levels. Hillcrest gave out 123 curbside kits at the branch and 227 kits at various outreach venues such as schools, apartment complexes, and parks. Since the beginning of June, Collister has distributed more than 1,700 kits at their branch and 150 at similar outreach venues.

Supporting Documentation

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

DISPLAYS

The Library will consider requests from organizations, businesses, and industries to exhibit displays and post advertisements and brochures. Approval of materials for display or distribution ultimately shall be at the sole discretion of the Director. In all instances, the Library reserves the right to refuse any materials for exhibit, display, or posting. It is the policy of the Library not to advertise commercial endeavors unless the Library is a beneficiary of those endeavors. The Library will attempt to protect material displayed, but cannot be responsible for loss or damage to such material.

The Board hereby defines the conditions under which items may be accepted for display or posting in the Library:

1. The Director or designee may determine the suitability of a given item for display or posting, considering both the facilities available and the objectives of the Library.
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.
3. No liability for loss of, or damage to, display items is assumed either by the Library or by Boise City. Exhibitors are advised to carry their own insurance; such insurance should indemnify exhibitors for the entire value of items to be exhibited 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, clearly stating the duration of the display and its terms, will be completed and signed in every case and must be on file in the Library Administration office before displays will be approved. (Exhibit 8.01b)

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

DISPLAY CASES

Upon completion of the display form (Exhibit 8.01b), displays of crafts or artifacts will be scheduled by staff as designated by the Director.

Display cases may be used for one month, unless other arrangements are made in advance. 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

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:	03-01-11

BULLETIN BOARDS

The Library may permit distribution of, or may post on its bulletin boards, announcements of the cultural activities of the community (those concerned with literature, art, music, drama, and related activities) and public announcements of general interest to the community.

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

BULLETIN BOARD GUIDELINES

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

1. Under no circumstances will postings be allowed on the grounds or on the outside of any Library building.
2. Posters, notices, and material for distribution shall be submitted to staff. Nothing may be posted or removed from bulletin boards except by staff.
3. Items to be posted or distributed must be delivered to the Library for approval. Approved items will be date-stamped and posted. All items will be removed by authorized staff members immediately following the event advertised. Posted materials which do not advertise a specific event will be removed 30 days after posting. All items will be discarded upon their removal. The Library will discard all items not approved for posting or distribution.
4. Posters and notices with printed price charges may be accepted, but not those announcing events designed to make a profit for a commercial enterprise.
5. In the field of education, only those announcements of courses given by educational institutions or sponsored by recognized community groups (e.g., the Chamber of Commerce) may be accepted.
6. Announcements concerning interdenominational religious activities (e.g., joint Good Friday services) may be accepted, but not those of individual churches, sects, or cults.
7. Items for public review and comment 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 on which the materials will be picked up or after which they may be discarded. Items not collected after the comment period expires are considered gifts to the Library, as are items left without a pick-up date.
8. Individuals representing themselves or a group are strictly forbidden to distribute advertising literature, circulate or post petitions, or solicit funds for any purpose either in a Library building or in any place on the premises that would interfere with the ability of staff or patrons to conveniently enter or exit the building.
9. Non-Library sale of any item(s) in any Library building or anywhere on Library grounds is allowed only with the written permission of the Director or designee. Under limited circumstances, the Library may act as an agent to sell materials. The determining factor in allowing sales or acting as the agent for sales will be whether the Library is a beneficiary of the sale.
10. Posting of notices and distribution of material does not imply endorsement by the Library.

Operating Actual vs Budget History

FY21 Budget

Department

0101-0250:Library

7/30/2020

Fund

- 101 - General Fund

Account

All

2018 Actual 2019 Actual 2020 Actual 2020 Budget 2021 Budget

308001-IOLS	78,431	73,316	51,846	66,660	-	Now in Heritage
308002-Replacement Cards	1,856	1,534	769	3,034	1,816	
308003-System Share	76,413	159,754	110,692	140,000	140,000	
308004-Non Resident Fees	6,013	6,137	3,196	5,888	5,835	
308005-Interlibrary Loan	284	(232)	70	127	127	
308006-Materials Recovery	30,100	30,378	9,718	44,154	29,811	
309021-Sponsorships	7,350	2,980	-	-	-	
312003-Courier	75,427	82,460	50,819	63,294	63,294	
318005-Printing & Copy Charges	34,764	34,506	15,445	44,540	31,811	
320006-Overdue Books	142,515	116,392	23,837	-	-	Fine Free Policy change
323002-Auditorium	5,460	(24)	-	-	-	Rental Policy change
323007-Facility Rental	4,502	201	1	-	-	Rental Policy change
325002-State Operation Grants	5,742	12,445	-	-	-	STEM Grants
328001-Donations	196,583	70,161	36,029	50,000	-	Now in Heritage
329001-Miscellaneous Revenue	16,121	16,004	10,512	17,291	15,759	
329008-Surplus Sales Non-Asset	1	444	854	-	-	
330001-Misc Rebates/Refunds	20,137	-	-	-	-	
333200-Fund Balance-Prior Year	186,877	174,592	131,250	175,000	-	Prior Year Rebudgets
333999-IGR Transfers	11,289,223	12,466,758	7,344,824	12,591,126	12,666,045	
397001-Other Financing Sources	-	-	3,000	-	-	

Operating Actual vs Budget History

FY21 Budget

Department 0101-0250:Library 7/30/2020
 Fund - 101 - General Fund
 Account All

	2018 Actual	2019 Actual	2020 Actual	2020 Budget	2021 Budget	
Total Revenue	12,177,798	13,247,806	7,792,862	13,201,114	12,954,498	
Expenditure						
511101-Salaries	4,181,064	4,322,108	3,297,657	4,369,124	4,366,756	Position Based Budget
511109-Flex Rewards	85,947	180,042	18,830	88,345	87,306	
511999-Non-Cash Salary	-	-	430	-	-	
513001-Overtime	6,431	5,212	5,371	7,300	7,519	
516001-Temp & Recreation Wages	9,130	2,307	4,354	12,977	13,366	
517001-Department Recognition	7,493	7,076	1,082	14,177	10,913	
517004-Bonus Grocery Certs	2,212	2,100	7,398	9,488	8,019	
517005-Nonbase Pay	52	3,714	39,042	20	21	Appreciation Pay
521001-FICA	321,197	340,510	253,345	344,068	343,302	
522001-PERSI Retirement	451,411	498,344	361,336	447,084	469,738	
525005-Union Medical Dental	-	54	-	-	-	
525050-Long Term Disability	4,123	3,607	2,608	10,092	10,505	
525100-Life Insurance	1,107	3,620	3,175	1,432	1,488	
525201-Benefit Credit-Medical	922,631	961,261	713,438	994,360	1,045,593	
527001-Deferred Comp 457 Match	29,488	30,528	17,746	41,908	20,977	
527002-PERSI 401k Match	-	-	31,302	1,577	43,394	
529016-PEHP-General	26,569	19,617	22,763	32,236	31,549	
529018-Other Fringes	38	-	-	-	-	

Operating Actual vs Budget History

FY21 Budget

Department

0101-0250:Library

7/30/2020

Fund

- 101 - General Fund

Account

All

	2018 Actual	2019 Actual	2020 Actual	2020 Budget	2021 Budget	
531001-Office Supplies	18,139	16,357	7,728	15,992	15,423	
532001-Special Dep Supplies	31,457	19,121	48,247	33,943	24,401	
532031-Processing Supplies	34,023	29,920	18,901	32,420	31,000	
532045-Cleaning Supplies	46,444	43,503	25,023	44,756	44,248	
534001-Minor Equipment	94,240	37,293	25,948	74,806	44,513	
534002-Minor Software	145	69	138	26,285	26,548	
534201-PCs/Laptops/Tablets	49,449	138,890	114,078	125,000	-	Moved to Central IT
534202-Laptops	69,953	-	-	-	-	
534205-Network/Server	-	5,556	-	-	-	
535001-Motor Fuels	12,750	11,873	6,142	12,569	12,569	
535003-Oil & Lubes	45	-	-	50	-	
536001-Postage	4,322	200	289	5,053	1,266	UPS or Fedex
537001-Books	286	-	-	280	280	
537011-Professional Materials	1,181	1,223	542	2,100	1,948	
537013-Book Binding	12,375	10,305	3,779	7,000	7,000	
537014-Digital Materials	241,860	236,877	193,872	193,874	232,976	Part of Materials
540001-Travel/Meetings	23,993	17,651	7,357	23,000	37,500	Director Recruitment
540004-Motor Pool Charges	28	-	35	-	-	
540005-Personnel Training	20,354	14,177	8,547	18,180	18,180	
540008-Dues and Subscriptions	8,767	21,592	16,440	18,146	20,680	Licenses to use Software

Operating Actual vs Budget History

FY21 Budget

Department

0101-0250:Library

7/30/2020

Fund

- 101 - General Fund

Account

All

	2018 Actual	2019 Actual	2020 Actual	2020 Budget	2021 Budget	
540012-Meetings & Transportation	2,847	3,625	2,816	6,900	6,900	
540014-Mileage Reimbursement	55	96	-	310	310	
541000-Professional Services Budget	2,000	-	36,305	6,685	4,530	
541009-Marketing/Public Relations	629	1,858	1,479	5,755	1,755	
541010-Artists/Graphic Design	193	-	-	5,475	4,475	
542002-Advertising	13,619	3,298	577	14,667	23,959	
542003-Promotions	4,697	25,137	-	6,565	3,565	
542007-Print/Bind	4,143	428	-	10,220	10,076	
542008-Janitorial Services	204,287	222,640	242,772	224,342	224,342	
542009-Alarm Monitor	2,396	2,383	1,998	2,445	2,810	
542013-Laundry/Dry Cleaning	-	30	-	-	-	
542015-Miscellaneous Services	603,947	599,150	599,175	608,215	608,165	Ada County, Garden C
542020-Program Cost	108,740	120,483	26,352	152,625	34,745	Now in Heritage, or Comic
542022-Recruitment	-	1,000	22,553	-	-	
542027-Bibliographic Utility	19,005	27,632	15,965	22,725	22,725	
542028-IOLS Fund	-	100	354	66,660	-	
542029-Collection Fees	23,512	18,786	23,860	23,860	23,860	
542030-Interlibrary Loans	16,606	2,961	947	13,363	8,368	
542044-Contract Labor	167,564	94,453	131,030	149,780	147,888	Security
543001-Fees/Assessments	9	9	9	50	50	

Operating Actual vs Budget History

FY21 Budget

Department

0101-0250:Library

7/30/2020

Fund

- 101 - General Fund

Account

All

	2018 Actual	2019 Actual	2020 Actual	2020 Budget	2021 Budget
543003-Credit Card Fees	11,932	12,079	10,069	13,499	12,087
543005-Licenses	30,940	21,248	8,919	21,649	16,044
546020-Risk Management	55,732	60,746	70,309	76,701	74,936
546021-Workers Compensation	14,964	17,353	16,960	18,502	20,766
552001-Tele/Commun	29,917	25,751	20,369	28,679	28,520
552003-Power	121,981	120,025	75,194	127,161	125,466
552004-Gas	10,169	10,390	9,360	13,007	12,065
552005-Water	10,404	13,543	5,134	11,612	10,456
552006-Sewer	2,070	490	383	1,405	624
552007-Trash	-	22	-	-	-
552008-Trash/Sewer/Geo	20,333	22,338	18,178	23,415	23,296
552012-Cellular Phones	2,917	2,652	2,249	4,684	3,669
552018-Internet	3,989	3,570	2,965	4,976	4,000
552023-Cell Phone Stipend	1,740	2,213	1,340	2,410	3,970
554002-Rent Building or Land	415,589	414,209	376,361	421,626	439,875
556001-Software/System Maint	189,905	280,370	240,164	242,933	261,933
556002-R/M Software Maintenance	22,971	-	-	-	-
558001-R/M-Office	(4,684)	70	-	6,565	33,128
558006-R/M Copier-Interne	19	-	-	-	-
559000-R/M Buildings & Grounds	401	150	-	15,000	-

Operating Actual vs Budget History

FY21 Budget

Department

0101-0250:Library

7/30/2020

Fund

- 101 - General Fund

Account

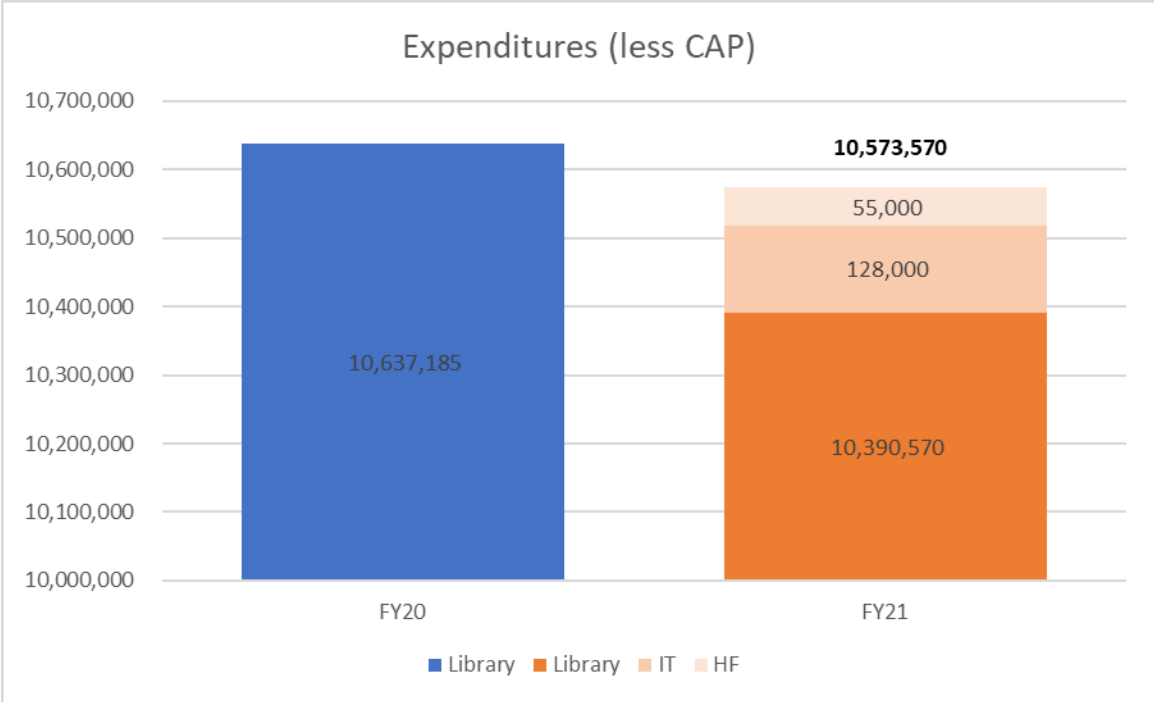
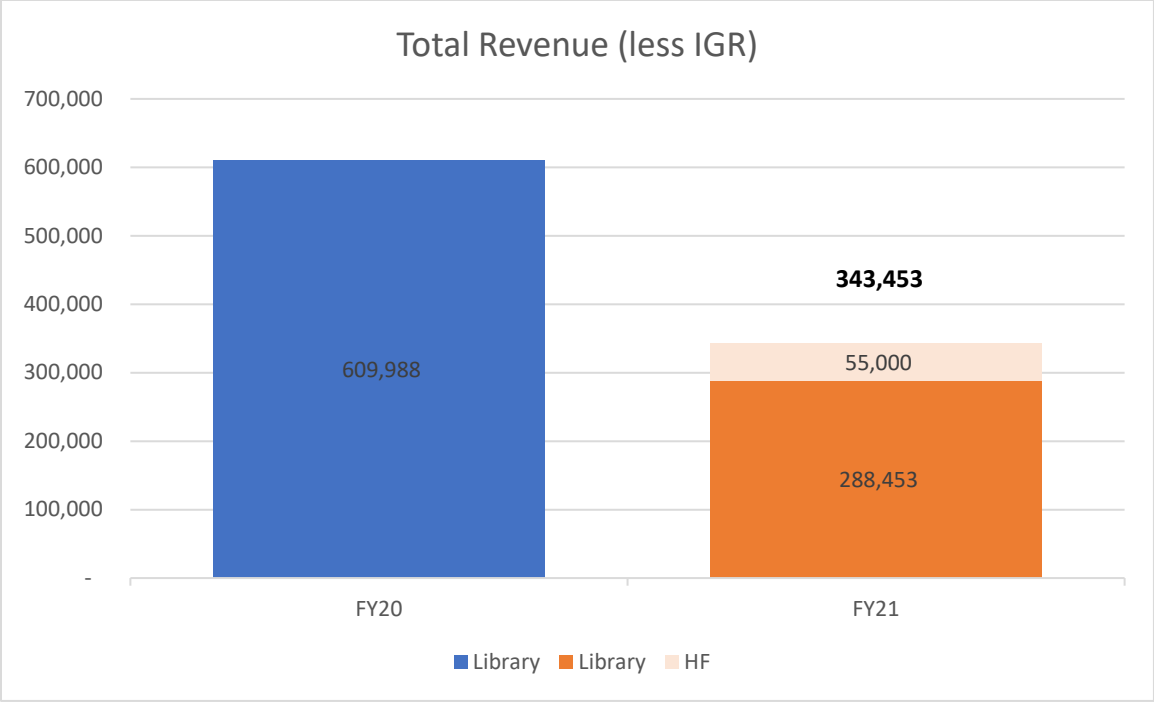
All

	2018 Actual	2019 Actual	2020 Actual	2020 Budget	2021 Budget	
559001-R/M Structur/Electric/Plum	126,481	166,344	111,377	172,330	172,850	
559002-R/M Landscape/Irrigation	24,979	21,099	34,888	24,528	24,528	
559009-R/M Paint/Signage	-	96	-	-	-	
561001-R/M Vehicle	385	-	96	698	502	
561003-R/M Fleet Services	5,955	9,346	6,798	11,606	9,676	
561008-R/M Other Equipment	-	20	-	-	-	
564105-Indirect Cost Reimb	1,540,798	2,474,504	2,125,325	2,563,928	2,563,928	
564110-Print & Copy Services	20,417	36,688	16,473	20,916	23,234	
566101-Bad Debt Expense	37	46	-	-	-	
566115-Cash Over/Short	8	56	49	-	-	
580001-Pcard Default	(1,153)	-	-	-	-	
581002-Adult Materials	642,110	583,339	474,129	617,201	591,840	
581003-MCA AS Books	-	-	-	18	-	Now Heritage
581004-Brown Trust/Large Print	-	-	-	21,542	-	Now Heritage
581005-Microforms	10,408	8,877	8,701	9,000	9,500	
581007-Youth Materials	309,921	314,506	308,866	359,788	345,556	
581008-MCA YS Books	6,758	-	-	50	-	Now Heritage
581009-Periodicals	39,562	37,237	31,841	37,400	33,001	
595001-Transfer Out	12,045	-	-	-	1,545	BPL ILS portion
	11,572,953	12,768,153	10,339,629	13,201,113	12,954,498	

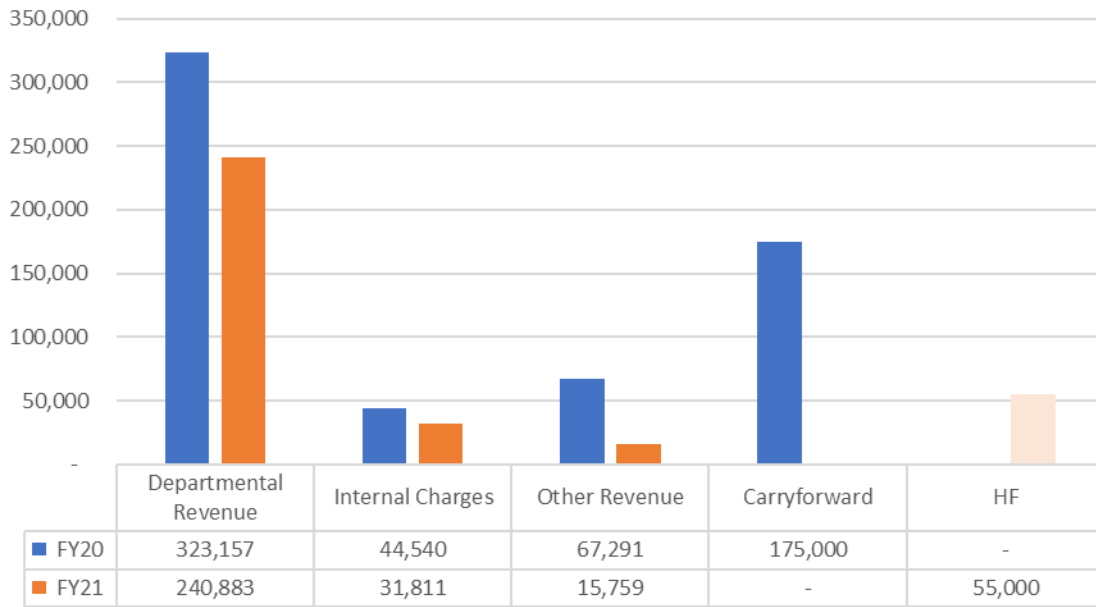
Operating Actual vs Budget History

FY21 Budget

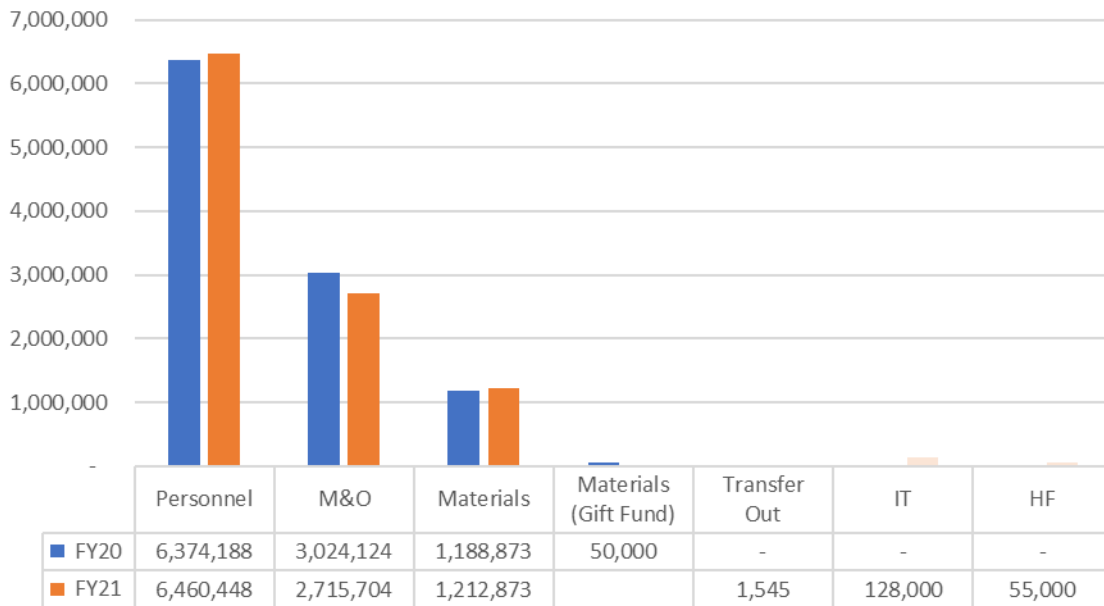
Department	0101-0250:Library					7/30/2020
Fund	- 101 - General Fund					
Account	All					
	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	
Total Expenditure	11,572,953	12,768,153	10,339,629	13,201,113	12,954,498	



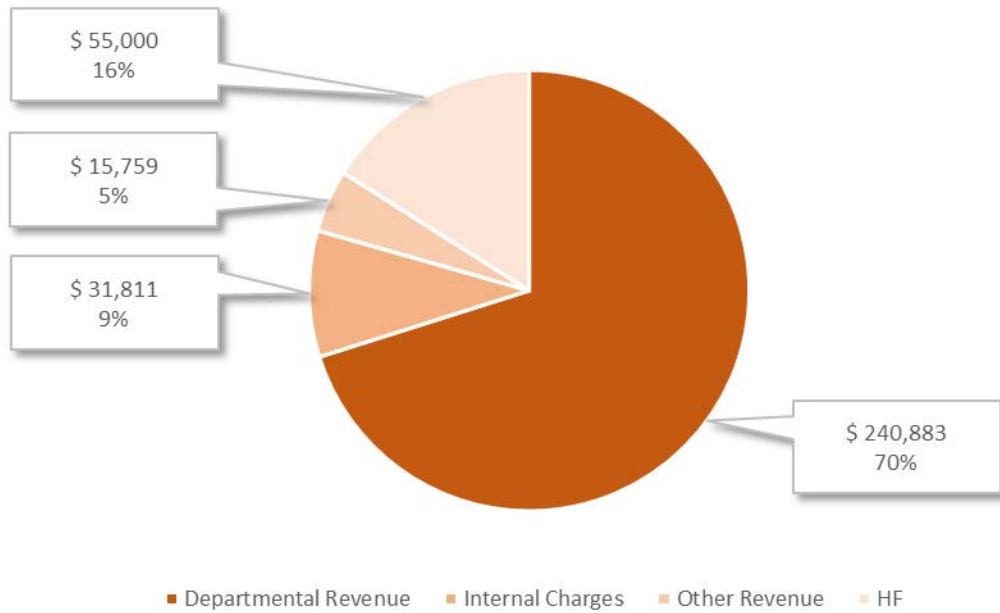
Revenue Comparison



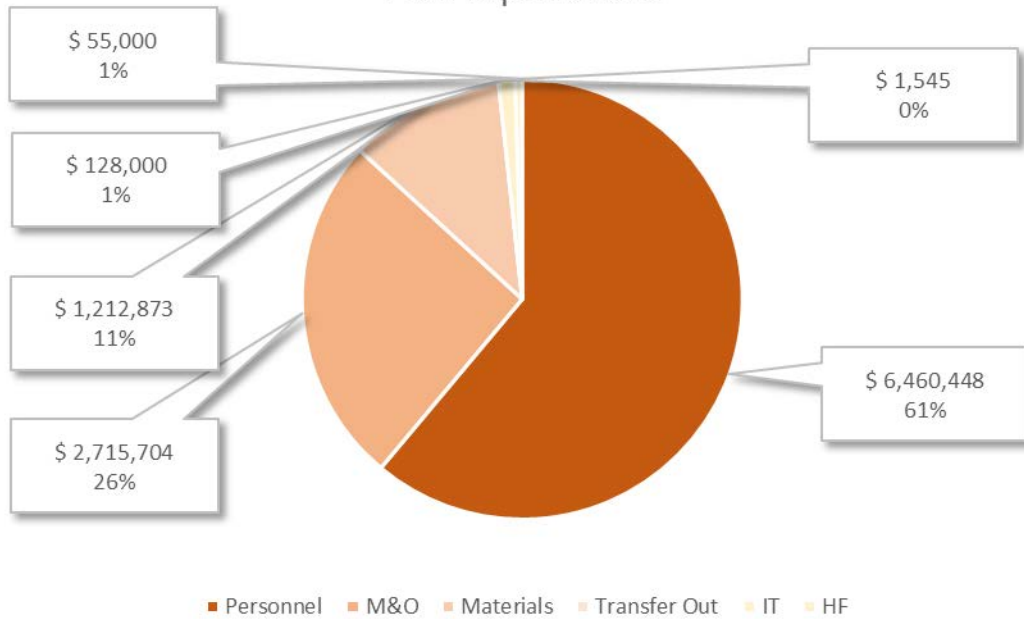
Expenditure Comparison



FY21 Revenue



FY21 Expenditures



Statistics

**BOISE PUBLIC LIBRARY
SYSTEM STATISTICS REPORT
June 2020**

	<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>
<u>CIRCULATION/Books</u>						
Adult	32,916	57,904	-43.15	362,194	492,861	-26.51
Young Adult	4,827	9,831	-50.90	48,536	64,720	-25.01
Juvenile	31,411	70,729	-55.59	413,608	547,465	-24.45
Sub Total	69,154	138,464	-50.06	824,338	1,105,046	-25.40

<u>CIRCULATION /Audio Visual</u>						
Adult	12,091	44,260	-72.68	254,463	385,426	-33.98
Young Adult	622	2,008	-69.02	10,220	14,171	-27.88
Juvenile	3,705	13,721	-73.00	73,505	105,131	-30.08
Sub Total	16,418	59,989	-72.63	338,188	504,728	-33.00

<u>CIRCULATION/Digital</u>						
eAudio	21,054	18,839	11.76	175,438	150,944	16.23
eBooks	26,564	18,529	43.36	195,308	153,737	27.04
eVideo	137	29	372.41	738	502	47.01
eMusic	11,608	8,036	44.45	90,939	78,199	16.29
eMagazine	2,315	1,831	26.43	20,730	18,240	13.65
Sub Total	61,678	47,264	30.50	483,153	401,622	20.30
TOTAL CIRCULATION	147,250	245,717	-40.07	1,645,679	2,011,396	-18.18

<u>CIRCULATION SUMMARY</u>						
Main Library	41,600	98,034	-57.57	578,457	808,651	-28.47
Collister	7,001	16,435	-57.40	99,318	134,850	-26.35
Hillcrest	5,906	14,524	-59.34	86,057	117,767	-26.93
Cole & Ustick (C&U)	15,211	33,634	-54.77	192,078	268,952	-28.58
Bown	15,047	34,734	-56.68	194,719	270,814	-28.10
Home Service	807	1,092	-26.10	11,897	8,740	36.12
Digital Collection	61,678	47,264	30.50	483,153	401,622	20.30
TOTAL CIRCULATION	147,250	245,717	-40.07	1,645,679	2,011,396	-18.18

<u>PATRON COUNT</u>						
Main Library	8,435	84,154	-89.98	339,005	756,972	-55.22
Collister	2,531	8,366	-69.75	47,487	76,187	-37.67
Hillcrest*	1,431	8,487	0.00	48,478	68,604	-29.34
Cole & Ustick	306	14,005	-97.82	75,697	127,332	-40.55
Bown	2,521	12,153	-79.26	75,664	119,849	-36.87
TOTAL PATRON COUNT	15,224	127,165	-88.03	586,331	1,148,944	-48.97

<u>POLARIS CATALOG</u>						
System External Use Counts	350,251	301,129	16.31	2,464,694	2,858,055	-13.76
Main Internal Use Counts	7,693	89,903	-91.44	345,495	821,574	-57.95
Collister Internal Use Counts	189	3,534	-94.65	17,704	27,188	-34.88
Hillcrest Internal Use Counts	296	3,449	-91.42	17,708	28,233	-37.28
C&U Internal Use Counts	804	8,935	-91.00	45,201	73,503	-38.50
Bown Internal Use Counts	788	8,783	-91.03	54,049	63,743	-15.21

	<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>
<u>NEW CARDS ISSUED</u>						
Resident	379	1,031	-63.24	5,577	8,565	-34.89
Non-Resident	0	3	-100.00	38	59	-35.59
Internet Only	0	0	0.00	5	32	-84.38
TOTAL CARDS ISSUED	379	1,034	-63.35	5,620	8,656	-35.07

INTERLIBRARY LOANS

Out-of-State	0	53	-100.00	404	1,015	-60.20
In-State	0	46	-100.00	229	691	-66.86

INTERLIBRARY BORROWING

Out-of-State	0	237	-100.00	1,213	1,841	-34.11
In-State	0	79	-100.00	392	633	-38.07

REFERENCE SUMMARY

Main Adult Desk	149	2,923	-94.90	14,177	26,156	-45.80
Main Adult Telephone	2,613	520	402.50	10,691	5,607	90.67
Main Adult Electronic	515	150	243.33	1,963	1,715	14.46
Sub Total Adult Reference	3,277	3,593	-8.79	26,831	33,478	-19.85

Main Youth Desk	0	2,319	-100.00	6,169	13,259	-53.47
Main Youth Telephone	360	46	682.61	649	508	27.76
Main Youth Electronic	16	5	220.00	19	18	5.56
Sub Total Youth Reference	376	2,370	-84.14	6,837	13,785	-50.40

Information Desk

Readers Advisory	0	23	-100.00	68	174	-60.92
Directional/Informational	4,064	2,100	93.52	14,362	19,920	-27.90
Sub Total Information Desk	4,064	2,123	91.43	14,430	20,094	-28.19

Collister Desk	1,405	2,148	-34.59	10,838	17,654	-38.61
Collister Phone	156	122	27.87	935	1,464	-36.13
Sub Total Collister Reference	1,561	2,270	-31.23	11,773	19,118	-38.42

Hillcrest Desk	1,025	2,208	-53.58	10,043	14,171	-29.13
Hillcrest Phone	198	150	32.00	1,009	1,235	-18.30
Sub Total Hillcrest Reference	1,223	2,358	-48.13	11,052	15,406	-28.26

Cole & Ustick Desk	2,293	2,928	-21.69	16,852	24,789	-32.02
Cole & Ustick Phone	287	148	93.92	1,297	1,729	-24.99
Sub Total C&U Reference	2,580	3,076	-16.12	18,149	26,518	-31.56

Bown Desk	2,491	2,199	13.28	8,793	13,801	-36.29
Bown Phone	316	104	203.85	764	958	-20.25
Sub Total Bown Reference	2,807	2,303	21.88	9,557	14,759	-35.25
TOTAL REFERENCE	15,888	18,093	-12.19	98,629	143,158	-31.10

	<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>
MEETING ROOM USE SUMMARY						
Programs						
Main Adult Programs	104	60	73.33	581	528	10.04
Main Youth Programs	4	119	-96.64	325	936	-65.28
Main Community Programs	0	324	-100.00	2,446	3,002	-18.52
Sub Total Main	108	503	-78.53	3,352	4,466	-24.94
Collister Adult Programs	0	37	-100.00	168	356	-52.81
Collister Youth Programs	32	52	-38.46	271	429	-36.83
Collister Community Programs	0	56	-100.00	480	714	-32.77
Sub Total Collister	32	145	-77.93	919	1,499	-38.69
Hillcrest Adult Programs	0	24	-100.00	167	172	-2.91
Hillcrest Youth Programs	2	36	-94.44	221	242	-8.68
Hillcrest Community Programs	0	68	-100.00	570	504	13.10
Sub Total Hillcrest	2	128	-98.44	958	918	4.36
C&U Adult Programs	0	15	-100.00	85	120	-29.17
C&U Youth Programs	1	91	-98.90	202	575	-64.87
C&U Community Programs	0	89	-100.00	433	867	-50.06
Sub Total Cole & Ustick	1	195	-99.49	720	1,562	-53.91
Bown Adult Programs	0	14	-100.00	162	150	8.00
Bown Youth Programs	1	43	-97.67	377	380	-0.79
Bown Community Programs	0	26	-100.00	553	714	-22.55
Sub Total Bown	1	83	-98.80	1,092	1,244	-12.22
TOTAL PROGRAMS	144	1,054	-86.34	7,041	9,689	-27.33

Program Attendance

Main Adult Attendance	614	611	0.49	4,122	4,102	0.49
Main Youth Attendance	20	3,283	-99.39	11,786	30,944	-61.91
Main Comm Attendance	0	1,180	-100.00	10,210	12,862	-20.62
Sub Total Main	634	5,074	-87.50	26,118	47,908	-45.48
Collister Adult Attendance	0	298	-100.00	1,363	2,915	-53.24
Collister Youth Attendance	661	815	-18.90	7,345	10,366	-29.14
Collister Comm Attendance	0	293	-100.00	2,996	4,033	-25.71
Sub Total Collister	661	1,406	-52.99	11,704	17,314	-32.40
Hillcrest Adult Attendance	0	110	-100.00	1,468	1,541	-4.74
Hillcrest Youth Attendance	16	598	-97.32	3,608	5,993	-39.80
Hillcrest Comm Attendance	0	643	-100.00	5,452	5,388	1.19
Sub Total Hillcrest	16	1,351	-98.82	10,528	12,922	-18.53
C&U Adult Attendance	0	138	-100.00	941	1,403	-32.93
C&U Youth Attendance	13	1,697	-99.23	4,178	9,452	-55.80
C&U Comm Attendance	0	843	-100.00	6,595	8,147	-19.05
Sub Total Cole & Ustick	13	2,678	-99.51	11,714	19,002	-38.35
Bown Adult Attendance	0	177	-100.00	1,681	1,730	-2.83
Bown Youth Attendance	2	1,641	-99.88	9,358	13,447	-30.41
Bown Comm Attendance	0	240	-100.00	6,880	7,770	-11.45
Sub Total Bown	2	2,058	-99.90	17,919	22,947	-21.91
TOTAL PROGRAM ATTENDANCE	1,326	12,567	-89.45	77,983	120,093	-35.06

BOISE PUBLIC LIBRARY RECIPROCAL BORROWING STATISTICS June 2020

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>
<u>CHECKOUTS</u>	<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	1,870	1.27	4,550	-58.90	26,721	1.62	39,562	-32.46
Caldwell	258	0.18	475	-45.68	3,419	0.21	3,850	-11.19
Eagle	396	0.27	889	-55.46	5,581	0.34	7,092	-21.31
Emmett	45	0.03	193	-76.68	925	0.06	1,304	-29.06
Garden City	796	0.54	1,806	-55.92	12,232	0.74	15,286	-19.98
Hailey	0	0.00	0	0.00	2	0.00	19	-89.47
Meridian	1,814	1.23	4,320	-58.01	24,283	1.48	31,237	-22.26
Mountain Home	117	0.08	421	-72.21	2,478	0.15	3,292	-24.73
Nampa	571	0.39	1,135	-49.69	8,001	0.49	10,503	-23.82
Twin Falls	0	0.00	85	-100.00	177	0.01	454	-61.01
Total	5,996	4.07	13,874	-56.78	84,876	5.16	112,599	-24.62
Total BPL Circulation	147,250		245,717		1,645,679		2,011,396	

Items checked out at consortium member locations by BPL patrons.

	<u>This Month</u>	<u>Last Year</u>	<u>This Year</u>	<u>Last Year</u>
<u>CHECKOUTS</u>	<u>This Month</u>	<u>This Month</u>	<u>To Date</u>	<u>To Date</u>
Ada Community	8,947	16,834	83,988	121,045
Caldwell	85	216	1,035	1,720
Eagle	4,985	9,277	46,774	73,206
Emmett	101	47	1,162	327
Garden City	5,324	11,264	53,885	83,670
Hailey	1	0	49	101
Meridian	4,781	11,138	61,013	97,196
Mountain Home	31	19	252	278
Nampa	299	591	4,978	5,508
Twin Falls	3	43	60	169
Total	24,687	49,429	254,393	383,220