



# BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

## Boise Public Library Board of Trustees Regular Meeting Agenda Wednesday, August 14, 2024, 11:30 a.m. • Main Library, Marion Bingham Room, 715 S. Capitol Blvd., Boise, ID 83702

Public can attend the meeting in person or via YouTube at the following link:  
<https://www.youtube.com/channel/UCJo0NAsCybsN0DtzuAl3LGA>

<p><b>BOARD OF TRUSTEES</b> Nicole Trammel Pantera, President Rebecca Lemmons, Vice President Reshma Kamal Brian Klene Ron Pisaneschi</p>	<p><b>MISSION</b> The Boise Public Library's mission is to provide access and opportunity for everyone by connecting people to ideas, information, and community.</p>
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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

# AGENDA

## Boise Public Library Board of Trustees Regular Meeting Agenda

Wednesday, August 14, 2024, 11:30 a.m. • Main Library, Marion Bingham Room,  
715 S. Capitol Blvd., Boise, ID 83702

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**1. Call to Order and Introductions**

**2. Communications**

None

**3. Minutes-Action Item**

July 10, 2024, Regular 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, 2024

Gift Fund activity for June 2024

**5. Reports**

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

**b.** Boise Public Library Foundation

**c.** Library Director including administration and management

**6. Requests for Reconsideration- Action Item**

Requests for the move, or removal of materials are brought to the Board for reconsideration at the Board President's discretion.

**a. Holy Bible: New Living Translation**

**7. Old Business**

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

**Section 3.00, Services- Action Item**

Library Public Services Senior Manager Sarah Kelley-Chase will review section 3.00, Services, specifically subsections 3.04, Interlibrary Loan; 3.05, Home-based Services; and 3.06, Unscheduled Closures and Cancellations, of the Boise Public Library Policy Manual with the Trustees. Recommended changes to policy 3.06, are included in the meeting packet.

**Action:** A motion to approve the recommended changes to policy 3.06, Unscheduled Closures and Cancellations, will be requested.

**Section 4.00, Use of the Library, Subsection 4.04, Security**

Public Services Senior Manager Sarah Kelley-Chase will also review recommended changes to Regulation 4.04a, Rules of Conduct and Exhibit 4.04c, Code of Conduct – Expanded Version of the Boise Public Library Policy Manual with the Trustees.

Regulation and exhibit changes do not require the Board's approval and are included for information purposes only.

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

**b. Library Board Bylaws-Action Item**

Library Board of Trustees President Nikki Pantera will provide an overview of changes proposed to the Library Board Bylaws. Materials to be discussed are on pages 34-42.

**Action:** A motion to approve the recommended changes to the Library Board Bylaws will be requested.

**c. Library Statistics**

Staff will continue the discussion on potential changes to the statistics reported to the Board.

**8. New Business**

None

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

Trustee review of vouchers by Pisaneschi.

**10. Selection of Meeting Date**

Next regular/annual meeting on September 11, 2024.

**11. 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.*

# BOISE PUBLIC LIBRARY

## Library Director's Report

### August 2024

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#### Operations

##### *Hours and Services Status*

All locations experienced normal operations during July without the need for adjustments to hours or services for any reason.

##### *City of Boise FY25 Budget Build*

On July 16<sup>th</sup> the Boise City Council held a public hearing for the FY25 budget. You can watch the hearing here: [Boise City Council - Evening Session \(youtube.com\)](https://www.youtube.com/watch?v=...)

Following the hearing, the council voted to move the budget to the reading calendar as presented by staff. The FY25 budget is on track to be approved on August 27<sup>th</sup> and to begin on October 1<sup>st</sup>.

##### *Library Budget Reports*

The Department of Finance is updating how the Library budget is reported monthly to the board. The changes are designed to ensure the data presented is accurate and timely. The new format will be similar to how the budget was presented for the FY25 budget build. It also includes more information on the materials budget and capital budgets.

##### *Library Facilities Planning*

Work to create the Library's Facilities Plan continued in July. Group 4 opened a survey for staff which was completed by 125 people. In September a survey will be released to the public. The Library is working with Community Engagement to plan outreach around the launch of the survey.

#### Administration and Management Reports:

#### Programming

- Youth Services hosted Camp Dungeons & Dragons for teens. They spent the week learning game basics, character building, Dungeon Master skills, and how to paint miniatures, culminating in a campaign. The adventures will continue in the fall with a weekly program.
- Youth Services hosted a week-long Cardboard Camp. Kids built arcade games which were demonstrated to their family, friends, and library visitors. Participants gained problem-solving skills, practiced teamwork, engaged with their creativity, and built resilience through building, testing, and adjusting their games throughout the week.
- The ESSER interns continued offering activities at summer park lunch sites, wrapped up their fifth week of providing storytimes and activities to Hillcrest Summer School students, planned engaging youth/teen activities for the Boise Comic Arts Fest, and built the foundations of a demographics and data map to support library staff with planning and program review.

#### Staff Development

- Home-based Services staff attended a training on serving users with dementia.

#### Community Partners



- The Home-based team attended a Military Family Appreciation Day at the Zoo to provide information about their services.
- Porch Pop-Ups Continued

## **Communications**

### *Monthly Email Newsletter: [July](#)*

- Sent Tues, July 2 at 1:00 PM, 8,455 successful deliveries
- Open Rate 57.1% (4,826) / Click Rate 5.1% (246)

### *Ultimate Book Nerd Newsletter: [July](#)*

- Sent Thursday, July 18 at 11:37 AM, 902 recipients
- Open Rate 68.8% (621) / Click Rate 5.9% (53)

### *Social Media*

- In July, we posted about: Summer Reading, Boise Comic Arts Festival (BCAF), Camp Dungeons & Dragons, our world languages collection, writer in residence, kids crafts, weather updates and program cancellations, Bingo Night, comic creation contest, Downtown Library walkthrough, digital collections, and more BCAF!
- In August we plan to post about: BCAF, writer in residence, Summer Reading program, teen programming, and other program highlights.
- A social media report comparing June to July is found on pages 5-8 for reference.



# Post engagement

Comparison between [Jun 01 - Jun 30, 2024](#) and [Jul 01 - Jul 31, 2024](#)

# Are your posts getting the love ❤️ and attention 👁️ you'd hoped for?

Check out these key metrics to understand how your audience interacts with your posts.

👉 *Psst, you can edit this note or add a new one.*

## Facebook Top posts



Exciting News! 🌍 We are actively expanding our collection to include books written in non-English languages! Our newest

**105** likes and reactions



"Move those barriers!" Our Downtown Library parking lot is officially open with shiny new pavement and paint! This means

**85** likes and reactions



We had a great time at the Stuffle Sleepover last night at the Downtown Library! We played games, signed up for Summer

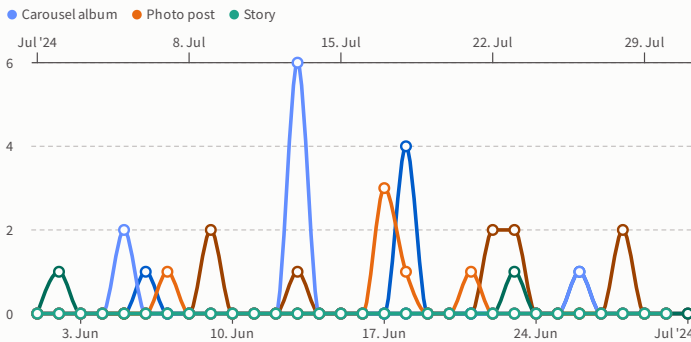
**41** likes and reactions

## Average post engagement...

Instagram... **+21.5%** **9.56%**

Facebook... **+13.4%** **3.56%**

## Instagram Post comments > Post type



## Posts

**33**  
posts

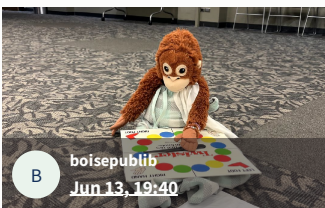
↘ **38.9%** from 54

## Instagram Post saves

**30**  
saves

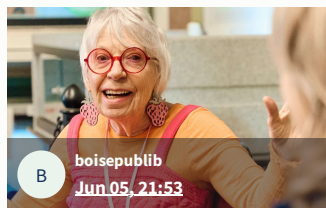
↘ **14.3%** from 35

## Instagram Top posts



We had a great time at the Stuffle Sleepover last night at the Downtown Library! We played games, signed up for Summer

**153** likes



Save the date! 🎉 The 12th annual Boise Comic Arts Festival (BCAF XII) is coming up the weekend of Aug. 23-25! We're thrilled to

**107** likes



Exciting News! 🌍 We are actively expanding our collection to include books written in non-English languages! Our newest

**93** likes

## Post reactions & likes

**1,324**  
reactions

↘ **47.3%** from 2,514

## Facebook Post engaged users

**923**  
users

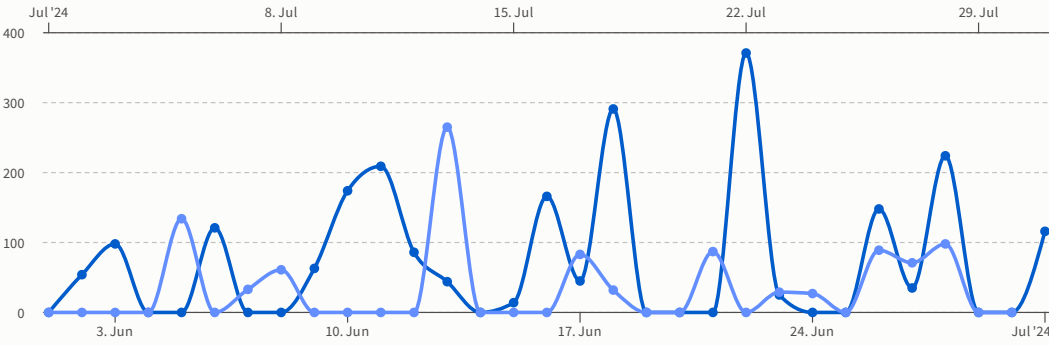
↗ **0.3%** from 920

## Average post engagement...

**6.83%**  
engagement rate

↗ **13.3%** from 6.03%

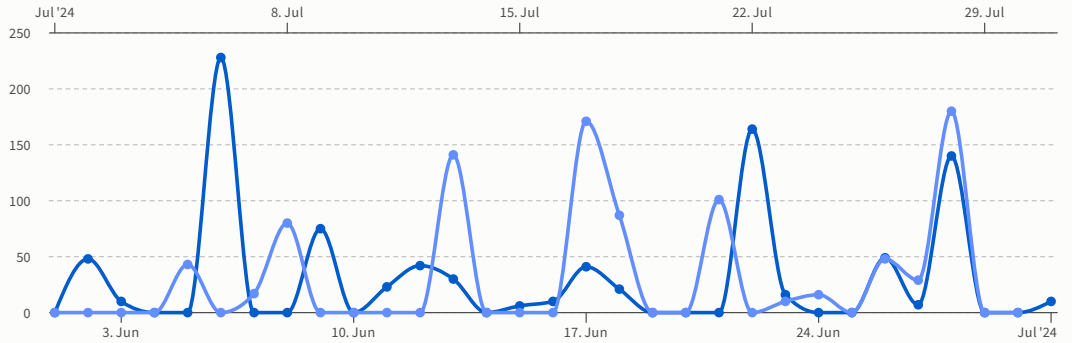
**Post engagement**



**Post likes > Page**

Boise Public ... **-11.9%** **311**

**Post engaged users**

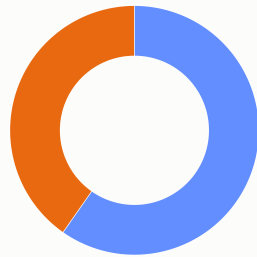


**Post engagement**

**1,009**  
engagements

**55.8%** from 2,284

**Post engagement rate > Media type**



60 %	Album	4.68%
40 %	Photo	3.16%

**Post engagement rate > ...**

boisepub... **+21.5%** **9.56%**

**Post comments > Page**

Boise Public Library **-50%** **7**

**Post comments & replies...**

Instagram Bus... **-64.3%** **15**

Facebook Page **-50%** **7**

**Post reactions & likes > ...**

Instagram B... **-56.3%** **911**

Facebook Page **-3.5%** **413**

**Post photo views**

**301**  
clicks

**55.2%** from 194

**Post likes > Account**

boisepublib **-56.3%** **911**

**Post comments & replies**

**22**  
comments

**60.7%** from 56

**Posts > Social network**

Instagram Bus... **-45.5%** **18**

Facebook Page **-28.6%** **15**


## Report sources

### Analytics

 **Facebook Pages**

 Boise Public Library

 **Instagram Business**

 boisepublib

# MAIN LIBRARY MRM & CAPITAL IMPROVEMENTS

## PROJECT STATUS REPORT

Project Start Date:	Summer 2022	Estimated Finish Date:	Ongoing
Project Manager:	Lindsay Erb	Department:	Library

**PROJECT STATUS:**

Period Covered:	July 2024
Project Summary	After a condition assessment evaluation completed in the of summer 2020 it was found that there are numerous major repair and maintenance items that need to be addressed to give the Main Library another 10+ years of life, along with space reconfigurations to better serve the public. This work will consist of a program of projects to occur over the next several years based on project prioritization and budget.
Bid Package Updates	<p><b><u>Roof Replacement</u></b></p> <ul style="list-style-type: none"> <li>✓ Project Scope: Includes both upper and lower portions.</li> </ul> <p>Status:</p> <ul style="list-style-type: none"> <li>• Roofing work is completed.</li> <li>• Per City request, lighting upgrades will be completed along the parapet for security purposes. This work is nearly completed and will wrap up in early August with final walk through scheduled 08.08.24</li> </ul> <p><b><u>Restroom Renovations</u></b></p> <ul style="list-style-type: none"> <li>✓ Project Scope: Includes four story portion only for restroom renovations, plumbing line replacement and fire pump replacement</li> </ul> <p>Status:</p> <ul style="list-style-type: none"> <li>• 1<sup>st</sup> floor restroom renovations are complete.</li> <li>• 2<sup>nd</sup> floor restroom construction is complete.</li> <li>• 3<sup>rd</sup> floor restroom construction is complete with minor punch list items remaining and potential flooring fix outside elevator and restrooms.</li> <li>• 4<sup>th</sup> floor restrooms construction starting in early July with an estimated final completion in late September. Project is 20 days behind due to several construction related factors.</li> <li>• Fire pump replacement is complete.</li> </ul> <p><b><u>Partial 1<sup>st</sup> &amp; 4<sup>th</sup> Floor Renovations</u></b></p> <ul style="list-style-type: none"> <li>✓ Project Scope: First floor includes new office for Staff and bookstore area on the 1<sup>st</sup> floor.</li> <li>✓ Fourth floor includes reconfiguring &amp; constructing new offices for new ATS area, breakroom, IT space, Friends storage, maintenance office, Youth Services storage along with new mechanical HVAC system.</li> </ul> <p>Status:</p> <ul style="list-style-type: none"> <li>• 4<sup>th</sup> floor construction is completed and ATS and IT are settled into new offices.</li> <li>• 1<sup>st</sup> floor demo and buildout has started with a final completion date for late September. On Schedule.</li> </ul>

### 1<sup>st</sup> Floor Renovations

- ✓ Project Scope: Includes 1 story portion of building only which includes renovations to information desk, Hayes auditorium and youth services areas.
- ✓ Update to Scope: Deferred maintenance / building systems upgrades will be part of this project scope. Work includes piping from 4 story to 1 story. 1<sup>st</sup> floor area not remodeled with restroom work will also be included in the remodeled portion of work to align finish upgrades for the entirety of the 1<sup>st</sup> floor.

#### Status:

- Schematic design is complete.
- Design development phase kicked-off at the end of June and the City is negotiating the contract executed with architect.

### Major Parking Replacement

- ✓ Project Scope: Includes replacing existing parking lot storm drainage system and reconfiguring vehicular access, circulation, parking, bike / pedestrian traffic, geothermal line replacement feeding library, landscaping, and site amenities (Book Drop location).

#### Status:

- Schematic design is complete, and pricing received from CM Co for FY26 budget request preparation.
- Design effort started early to get pricing for budgeting as well as coordinate with adjacent project design and future construction work at the Cabin, Capitol Blvd, Greenbelt re-routing project around Anne Frank Memorial, and Wassmuth Center.
- Potential to do south end of parking upgrades if CCDC funding can cover geothermal line connecting Capitol Blvd and 8<sup>th</sup> Street lines and tie into existing line feeding the library. This portion of work will bid out as an alternate with CCDC work at Anne Frank Memorial and greenbelt re-alignment project at end of 8<sup>th</sup> Street.

### Misc. projects:

#### Parking lot repairs:

- ✓ Project Scope: Includes main parking area (east side) and south side parking area.

#### Status:

- Parking repairs are completed.

#### Brick repairs:

- ✓ Project Scope: Repair exterior cracks in mortar

#### Status:

- Draft plans are under review by City.
- This work would likely be completed after parking lot repairs are complete if bids come within budget.

### Stairwell Railing

- ✓ Project Scope: Renovate existing staircase handrails and guards between all floors on both east and west sides of the building. Main center stair railing will hold until 1<sup>st</sup> floor work.

#### Status:

- Construction to start mid-August. Railing in fabrication.

<b>Overall Project Health</b>	<p><u>Summary:</u> For fiscal year 2024, we have budget to cover the 4<sup>th</sup> floor renovations and new staff office area and bookstore on the 1<sup>st</sup> floor, continuation of the restroom renovations project, exit stair railing replacement and parking lot repairs. Envelope repairs are anticipated to be completed as well depending on what bids come in at.</p> <p>The project program will continue to be reviewed by Public Works and Library to determine sequence and timing for the remainder of the projects.</p>
<b>Highlights</b>	The roofing renovations are completed along with the 1 <sup>st</sup> – 3 <sup>rd</sup> floor restrooms. Construction on the 4 <sup>th</sup> floor for space reconfiguration is completed with 4 <sup>th</sup> floor restroom construction starting in July along with 1 <sup>st</sup> floor renovations in recently evacuated ATS space.

**PROJECT COMPONENTS:**

<i>Component</i>	<i>Notes</i>
<b>Scope</b>	Public Works is continuing to review the program of projects to determine proper prioritization based on the information provided in the condition assessment report, efficiencies, and budget.
<b>Budget</b>	The budget will continue to be monitored as we receive estimates and bids to determine the work that can be completed this fiscal year. We have City contingency set aside for each project to ensure we have funding for any potential change orders during construction.
<b>Schedule</b>	Any project specific schedule delays will be noted in the bid package updates section.
<b>Risks</b>	Construction market challenges, including finding multiple bidders and pricing. 1 <sup>st</sup> floor renovation project will include deferred maintenance and full electrical replacement for the building. Electricians are in high demand with large scale projects under construction in the valley.
<b>Resources</b>	

**SCOPE MANAGEMENT:**

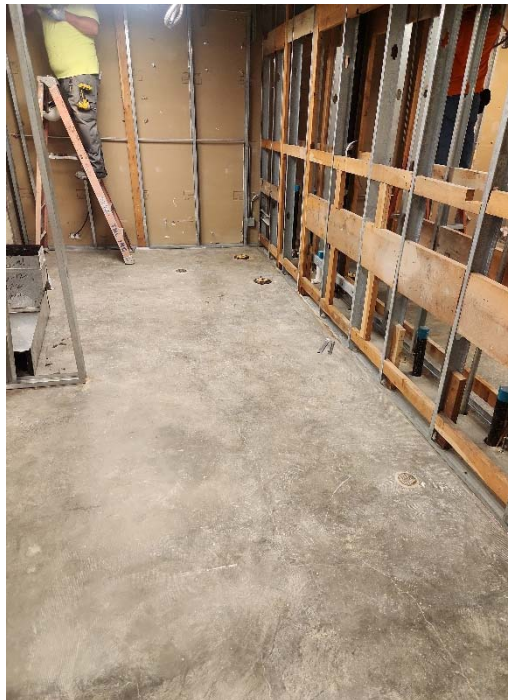
<b>Status</b>	<b>Discussion</b>
<b>Accomplished</b>	<ul style="list-style-type: none"> <li>• Storage room wall and flooring demo on 4<sup>th</sup> floor to allow for extra storage space</li> <li>• Auto sorter room construction complete &amp; operational</li> <li>• Roof replacement</li> <li>• 1<sup>st</sup> – 3<sup>rd</sup> floor restrooms</li> <li>• 4<sup>th</sup> floor tenant improvement</li> <li>• Minor Parking Repairs completed</li> <li>• Visioning work to establish alignment for interior design materials &amp; finishes</li> </ul>



**Planned**

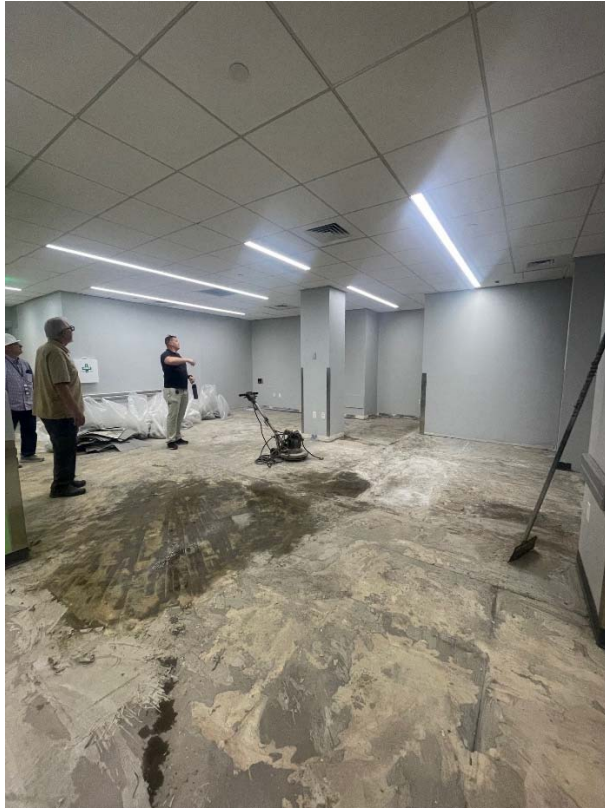
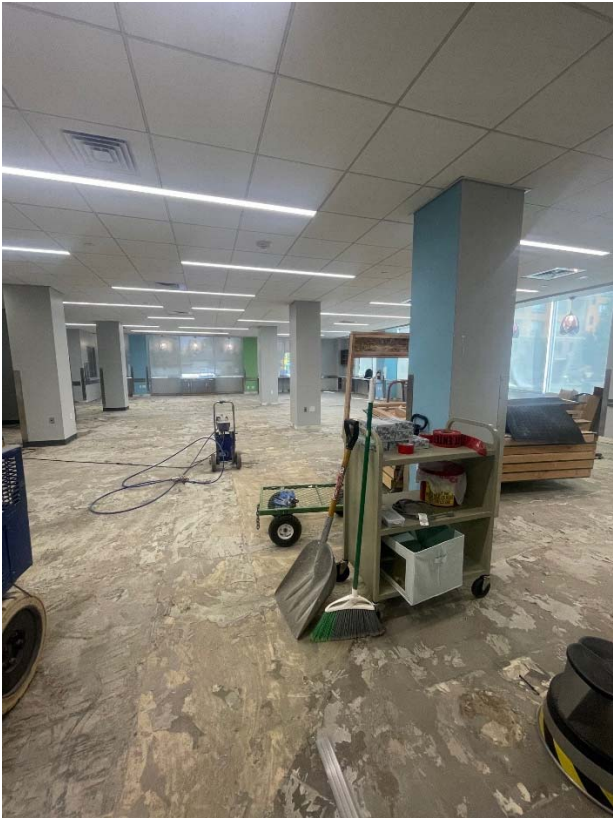
- Restroom/ plumbing construction work (4<sup>th</sup> floor remaining).
- 1<sup>st</sup> floor partial (4 story) remodel in progress.
- East and West exit stair railing replacement.
- Design services for 1<sup>st</sup> floor renovations
- Large parking lot project

**4th Floor Restroom – July 2024**





1st Floor Construction – July 2024



Document Type: Exhibit  
Number: 5.02a  
Effective: 03-01-11  
Revised: 05-08-2024  
Last Reviewed: 05-08-2024

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REQUEST FOR RECONSIDERATION OF MATERIALS FORM

This form can be used to request reconsideration of Materials the Boise Public Library makes available. If your request is made pursuant to Idaho Code § 18-1517B, the “Children’s School and Library Protection Act,” and you are alleging that the Material is Material Harmful to Minors, fill out and submit Section 1 and Section 2 of this form. Doing so will constitute the Written Notice required by Idaho Code § 18-1517B(3). If you are not alleging the Material is Material Harmful to Minors, you only need to fill out and submit Section 1.

A completed Request for Reconsideration of Materials or Written Notice can be submitted by the following means. Only one means of submission is required.

A. Physical mail to:

Boise Public Library  
ATTN: Acquisitions Manager – Material Challenge  
715 S. Capitol Blvd.  
Boise, ID 83702

B. E-mail to:

[materialchallenge@cityofboise.org](mailto:materialchallenge@cityofboise.org)

C. Facsimile to:

1 (208) 384-4025

D. To submit in-person, the completed Request for Reconsideration of Materials or Written Notice can be given to a Library staff member at any service desk at all Boise Public Library locations.

Upon submission of this form, it will become a public record. The Boise Public Library will evaluate if any redactions to personal information contained in the form are required by Idaho law prior to making the completed form publicly available.

**REQUEST FOR RECONSIDERATION OF MATERIALS**

Please fill out the requested information to the best of your ability. The information you provide will be an important part of the Boise Public Library’s review of the Materials. If you need additional space to answer the questions, you may attach additional pages.

**I. Section 1 – Request for Reconsideration of Materials.**

a. Information about the Material.

- i. Title: Holy Bible : New Living Translation
- ii. Author/Performer: God
- iii. Publisher/Copyright Date: 1996
- iv. Item Barcode: \_\_\_\_\_

b. Information about the requestor.

- i. Name: Bradley Little-Dick
- ii. Email Address: idaho-book-bans.prenatal495@passmail.net
- iii. Telephone Number: \_\_\_\_\_
- iv. Preferred means of contact: E-mail
- v. Are you a minor? Y /  N
- vi. Are you filing this request on behalf of a dependent minor? Y /  N
- vii. Do you represent an organization? Y /  N
  - a. If so, which organization? \_\_\_\_\_
- viii. Do you have legal representation? Y /  N
  - a. If so, who are they and how do we contact them? \_\_\_\_\_
- ix. Are you a Boise Public Library cardholder? Y /  N
- x. Did you obtain the Material from the Boise Public Library?  Y / N
- xi. Did you check out, request, or use the Material that is the subject of this request?  Y / N

c. Information about the request.

- i. To what in the Material do you object? Why do you object? (Please be specific; for example, cite pages and specific passages. Use additional sheet if necessary.)

See Attached Sheet

- ii. Did you read, view or listen to the entire Material? Yes
- iii. If not, what parts did you read, view or listen to? N/A
- iv. What do you feel would be the result of reading, viewing, or listening to this Material? I feel like by minors knowing that Incest and Homosexuality exist it is my concern that brothers will start engaging in homosexual conduct with each other
- v. What parts of the Material do you think are accurate and valuable? None
- vi. What do you believe the theme of this Material to be? To indoctrinate kids and adults
- vii. Are you aware of judgments of this Material by professional critics? I am not
- viii. For what age group would you recommend this Material? I would recommend that this material be designed for adults only as it depicts: Incest, Rape, Homosexuality, and other perverted Sex acts
- ix. What action are you requesting the library take in regard to this Material? Pursuant to Idaho Code this material must be moved to a controlled entry adult only area or removed from the library
- x. Is there additional information that the Library Board should be aware of while reviewing your request? It is against the constitution to give religious books preferential treatment over non religious books

Little-Dick, Bradley

10 July, 2024

Signature

Date

By signing this section of the form I understand that I am making a formal request to the Boise Public Library about a Material they have made available. I acknowledge that this document will become a public record as soon as it is received by library staff and will be posted to the library's website.

**II. Section 2 – Complaints Alleging Material Harmful to Minors.**

**FILLING OUT AND SUBMITTING THIS SECTION OF THE FORM CONSTITUTES WRITTEN NOTICE PURSUANT TO THE “CHILDREN’S SCHOOL AND LIBRARY PROTECTION ACT.”**

[ ] Initial this box and fill out this section if you intend for this form to constitute Written Notice pursuant to Idaho Code § 18-1517B(3). By initialing this box, you affirm your belief that the Materials are Materials Harmful to Minors as defined by Idaho Code and Boise Public Library policy, and you request the Materials be relocated to a section designated for adults only within sixty (60) days of the Boise Public Library’s receipt of this notice.

Idaho Code defines material harmful to minors as:

“Harmful to minors” includes in its meaning the quality of any material or of any performance or of any description or representation, in whatever form, of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse, when it:

(a) Appeals to the prurient interest of minors as judged by the average person, applying contemporary community standards; and

(b) Depicts or describes representations or descriptions of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse which are patently offensive to prevailing standards in the adult community with respect to what is suitable material for minors and includes, but is not limited to, patently offensive representations or descriptions of:

(i) Intimate sexual acts, normal or perverted, actual or simulated; or

(ii) Masturbation, excretory functions or lewd exhibition of the genitals or genital area. Nothing herein contained is intended to include or proscribe any matter which, when considered as a whole, and in context in which it is used, possesses serious literary, artistic, political or scientific value for minors[.]”

Idaho Code § 18-1514(6).

The following subdefinitions found in Idaho Code § 18-1514 apply to the above definition of “harmful to minors:

“Minor” means any person less than eighteen (18) years of age.

“Nudity” means the showing of the human male or female genitals, pubic area or buttocks with less than a full opaque covering, or the showing of the female breast with less than a full opaque covering of any portion thereof below the top of the nipple, or the depiction of covered male genitals in a discernibly turgid state.



“Sexual conduct” means any act of masturbation, homosexuality, sexual intercourse, or physical contact with a person’s clothed or unclothed genitals, pubic area, buttocks or, if such person be a female, the breast.

“Sexual excitement” means the condition of human male or female genitals when in a state of sexual stimulation or arousal.

“Sado-masochistic abuse” means flagellation or torture by or upon a person who is nude or clad in undergarments, a mask or bizarre costume, or the condition of being fettered, bound or otherwise physically restrained on the part of one who is nude or so clothed.

“Material” means anything tangible which is harmful to minors, whether derived through the medium of reading, observation or sound.

“Performance” means any play, motion picture, dance or other exhibition performed before an audience.

“Promote” means to manufacture, issue, sell, give, provide, deliver, publish, distribute, circulate, disseminate, present, exhibit or advertise, or offer or agree to do the same.

“Knowingly” means having general knowledge of, or reason to know, or a belief or reasonable ground for belief that warrants further inspection or inquiry.

“School” means any public or private school providing instruction for students in kindergarten through grade 12.

a. Complainant’s Information.

- i. Name: Little-Dick, Bradley
- ii. Address: Boise, Idaho

b. Complaint Information.

- i. Please fill out Section I of this form. The information you provide will be an important part of the Boise Public Library’s review of the Materials.
- ii. How did you, or your dependent Minor, obtain the Material? Please include the format of the Material and the Boise Public Library location the Material was obtained.

Obtained by looking at books on the shelf

[CONTINUED ON NEXT PAGE]

iii. In what ways do you believe the challenged Material meets the definition of Material Harmful to Minors? Please state the basis of the claims and provide all explanation that may be helpful.

- a. How does the Material appeal to the prurient interests of minors, as judged by the average person applying contemporary community standards?

Because of modern woke culture minors are at increased numbers seeking out homosexual conduct against their parents wishes

- b. In what ways is the Material patently offensive to prevailing standards in the adult community with regard to what is suitable for Minors?

Minors should never have access to sexual or homosexual content with the explicit permission of their parents. Having this content available violates parental rights

- c. Does the Material, when considered as a whole and in the context in which it is used possess serious literary, artistic, political or scientific value for Minors? Why or why not?

There is no serious value of any kind to this book for minors as it is the sole responsibility of the parent to provide sex education and shield minors from the gay agenda. This book is at odds with that right

Little-Dick, Bradley

10 July, 2024

Signature

Date

By signing this section of the form I understand that I am making a formal complaint to the Boise Public Library about a Material they have made available. I acknowledge that this document will become a public record as soon as it is received by library staff and will be posted to the library's website.



### Incest - Genesis Chapter 19

One day the older daughter said to her sister, "There are no men left anywhere in this entire area, so we can't get married like everyone else. And our father will soon be too old to have children. Come, let's get him drunk with wine, and then we will have sex with him. That way we will preserve our family line through our father." So that night they got him drunk with wine, and the older daughter went in and had intercourse with her father. He was unaware of her lying down or getting up again. The next morning the older daughter said to her younger sister, "I had sex with our father last night. Let's get him drunk with wine again tonight, and you go in and have sex with him. That way we will preserve our family line through our father. So that night they got him drunk with wine again, and the younger daughter went in and had intercourse with him. As before, he was unaware of her lying down or getting up again. As a result, both of Lot's daughters became pregnant by their own father.

### Homosexuality and Rape - Judges Chapter 19

While they were enjoying themselves, a crowd of troublemakers from the town surrounded the house. They began beating at the door and shouting to the old man, "Bring out the man who is staying with you so we can have sex with him." The old man stepped outside to talk to them. "No, my brothers, don't do such an evil thing. For this man is a guest in my house, and such a thing would be shameful. Here, take my virgin daughter and this man's concubine. I will bring them out to you, and you can abuse them and do whatever you like. But don't do such a shameful thing to this man." But they wouldn't listen to him. So the Levite took hold of his concubine and pushed her out the door. The men of the town abused her all night, taking turns raping her until morning. Finally, at dawn they let her go

### Prostitution - Ezekiel Chapter 23

They were all attractive young men, captains and commanders dressed in handsome blue, charioteers driving their horses. And so she prostituted herself with the most desirable men of Assyria, worshiping their idols and defiling herself. For when she left Egypt, she did not leave her spirit of prostitution behind. She was still as lewd as in her youth, when the Egyptians slept with her, fondled her breasts, and used her as a prostitute.

### Homosexuality - Romans Chapter 1

That is why God abandoned them to their shameful desires. Even the women turned against the natural way to have sex and instead indulged in sex with each other. And the men, instead of having normal sexual relations with women, burned with lust for each other. Men did shameful things with other men, and as a result of this sin, they suffered within themselves the penalty they deserved.

#### Rape - Deuteronomy Chapter 22

Since the man raped her out in the country, it must be assumed that she screamed, but there was no one to rescue her.

There are even more sexual passages that are highly inappropriate for minors however 5 should be enough.

**TO:** Nicole Pantera, Boise Public Library Board of Trustees Board President  
**FROM:** Jessica Dorr, Boise Public Library Director  
**CC:** Boise Public Library Board of Trustees Members  
**DATE:** August 7, 2024  
**RE:** Request for Reconsideration: *Holy Bible: New Living Translation*

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On July 10, 2024, the Boise Public Library received a Request for Reconsideration for the *Holy Bible: New Living Translation* with the author listed as "God." The form was emailed to the library's material challenge inbox. Staff searched our holdings and found that the Boise Public Library does not own a copy of this title.

Staff found two versions of the title available in the shared online catalog, but staff could not find a recent history of either item being sent to a Boise Public Library branch. Library staff also were unable to identify a Boise Public Library cardholder with the same name as was used on the Request for Reconsideration. As the person initiating the Request for Reconsideration does not have a Boise Public Library card, we would not have brought the item in for them via an interlibrary loan.

Based on these findings, I recommend no further action on the July 10, 2024 Request for Reconsideration. If the request is taken to the Board, I recommend Board denial of the request.

# Boise Public Library

## Policy Review August 14, 2024

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Policy items reviewed and presented are as follows:

### SECTION 3.00, *Services*

- Policy 3.04, Interlibrary Loan
  - Regulation 3.04a, Scope of Interlibrary Loan Service
- Policy 3.05, Home-based Services
  - Regulation 3.05a, Scope of Home-based Services
- Policy 3.06, Unscheduled Closures and Cancellations

### SECTION 4.00, *Use of the Library*

- Regulation 4.04a, Code of Conduct
- Exhibit 4.04c, Code of Conduct – Expanded Version

### *Staff Recommendations:*

Section 3.00, *Services*, subsections 3.04-3.06, of the Boise Public Library Policy Manual is presented to the Library Board for review. Recommended changes to Policy 3.06, Unscheduled Closures and Cancellations, are included. A motion to approve the recommended changes is requested.

Section 4.00, Use of the Library, Regulation 4.04a, Code of Conduct, and Exhibit 4.04c, Code of Conduct – Expanded Version is presented to the Library Board for review. Regulation and Exhibit changes do not require Board approval and are included for informational purposes only.

Document Type:	Policy
Number:	3.04
Effective:	03-01-11
Revised:	01-10-19

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### INTERLIBRARY LOAN

When possible within the constraints of the Library's budget, staff will provide an Interlibrary Loan service to provide access to books; articles from magazines and newspapers; and limited audiovisual items that are not otherwise available through the Library. The Library will not charge patrons a fee for this service, though charges from other libraries lending requested materials may be passed along to patrons. This service shall be available only to holders of Borrower's, Non-Resident, or Corporate cards.

Document Type:	Regulation
Number:	3.04a
Effective:	12-12-11
Revised:	02-08-2023

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### SCOPE OF INTERLIBRARY LOAN SERVICE

Interlibrary Loan service is available only to holders of Borrower's, Non-Resident, or Corporate cards issued by Boise Public Library. A cardholder may have up to five Interlibrary Loan Service requests at a time.

Boise Public Library will process Interlibrary Loan service requests for materials owned by a lending library within the United States with a publishing date at least twelve (12) months old. A title may be requested once per rolling year.

Textbooks and audiovisual items such as videogames and computer software are not available through the Interlibrary Loan service.

Items requested via Interlibrary Loan Service will be held for pickup for ten days or for the duration of the loan period, whichever is shorter. Loan periods are set by the lending libraries and may be shorter than those set by Boise Public Library for similar items.

Cardholders will be charged the replacement cost of any items lost. Items are considered lost 30 days after the due date. Cardholders who return items late or fail to return items may have their Interlibrary Loan service privileges suspended or revoked.

Items may be renewed at the discretion of the lending library. One renewal may be requested per item and should be submitted within one week of the due date for best service.

Document Type: Policy  
Number: 3.05  
Effective: 03-01-11  
Revised: 01-12-2022

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HOME-BASED SERVICES

When possible within the constraints of the Library's budget, staff will deliver materials to Boise residents who are not able to visit the Library. This service will be provided without charge, though fees for lost and damaged items may apply.

Document Type: Regulation  
Number: 3.05a  
Effective: 02-01-12  
Revised: 01-12-2022

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### SCOPE OF HOME-BASED SERVICES

Home-based services may be available to individuals and their caregivers residing in Boise City who are cardholders in good standing and who are unable to regularly visit a library facility due to obstacles to access such as age, long-term illness, or permanent or temporary disability.

Library staff and volunteers may make regular and periodic visits to deliver library materials to the homes of cardholders receiving home-based services. In addition, staff provide services to residents of care or assisted living facilities and underserved communities within Boise City limits. Home-based services also provide materials to designated staff members at facilities for programming use.

All applicable charges to cardholders, including fees for lost and damaged items, will apply.

Library staff reserves the right to discontinue or suspend service when individuals experience changes that allow them to regularly visit a library facility. Service may be suspended as a result of staff concerns about the safety of staff or volunteers.



Document Type: Policy  
Number: 3.06  
Effective: 3-16-2020  
Revised: ~~4-12-2023~~  
08-08-2024

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### UNSCHEDULED CLOSURES/REDUCED HOURS

While every practical effort will be made to adhere to scheduled hours of operation, circumstances occasionally arise that require unscheduled closures and/or reduced hours in order to preserve the safety and well-being of Library patrons and staff.

The Library may reduce regular hours of operation (open late/close early) and/or completely close one or more of its physical locations in the event of:

- Severe weather conditions or natural disasters that make travel exceptionally hazardous, result in an insufficient number of available staff, prevent safe maintenance of Library walkways and parking lots, or that otherwise similarly impair safe and responsible operations;
- Building safety issues such as prolonged power outages, failure of a building heating or cooling system, gas leaks, water problems or other conditions at a Library location that impairs safe use and operation of the facility;
- Insufficient staff capacity to safely operate the facility;
- Request for closure by local, county or state law enforcement agencies; or
- Other seriously unsafe or unhealthy condition that impairs safe and responsible use and operation of a library facility.

The Board of Trustees delegates the decision to reduce hours of operation and/or close facilities for any of the above reasons to the Library Director. The Library Director, or designee in the event of the Director's unavailability, will make such decision in his/her discretion and **will notify the Board President as soon as practical. In the event the Board President cannot be reached, then the Library Director or designee will notify the Vice President.** ~~after consultation with the Board President. If the Board President cannot be reached, then consultation shall be had with the Board's Vice President. If neither can be reached within one hour, then the Library Director or Director's designee shall proceed with a decision and thereafter notify the Board of Trustees as promptly as reasonably possible.~~

When a decision is made to reduce hours and/or close a facility for any of the reasons stated above, notification of the cancelation and/or closure should be made by posting physical notice at the affected facility's main entrance and posting electronic notice on social media. For extended closures, notice may also be provided on the Library's website or by advising local media outlets.

Library loan periods will be extended in the event of an unscheduled closure such that materials due on a day of unexpected closure will be considered due the next day that the Library is open for operation.

Document Type: Regulation  
Number: 4.04a  
Effective: 03-01-2011  
Revised: ~~03-13-2024~~  
**08-08-2024**  
Last Reviewed: 03-13-2024

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**CODE OF CONDUCT**  
To Support a Positive Experience at the Library

1. Profane, threatening, or abusive language/gestures/behavior that disturbs others is prohibited.
2. Personal property must be kept within the library user's control.
3. Service animals, as [defined](#) by the Americans with Disabilities Act, **are the only animals allowed inside the library. Pets and animals for emotional support, comfort, or therapy are not allowed in the library. Service animals** must be leashed, harnessed, or tethered unless the library user's disability prevents using these devices, in which case the library user must maintain control through voice, signal, or other means. Library users may be asked to remove their service animal from the library if the animal:
  - Poses a direct threat to the safety of others.
  - Is out of control and effective action is not taken to control it.
  - Is not housebroken.
  - Interferes with the library's fundamental purpose, e.g., by continuous barking.
4. Petitioning, solicitation, and distribution of written materials ("leafletting") is only acceptable outside of the library and so long as it does not limit access to the building's entrances and exits.
5. Harassment of any type, e.g., physical, sexual, verbal, or stalking, of library staff or other library users is prohibited in person, telephonically, digitally, or by any other means.
6. Damage, theft, or destruction of library property, including use of library equipment in a manner other than intended by the manufacturer, is prohibited.
7. Possession or consumption of alcohol or other controlled substances is prohibited.
8. Engaging in sexual conduct, viewing pornographic materials, or engaging in other lewd acts e.g., exposure, masturbation, or nudity, is prohibited.
9. Possession of a deadly or dangerous weapon is prohibited. An exception is made for a lawfully possessed firearm or pocketknife with a blade six inches or less.
10. Parents/caregivers are responsible for their minor child(ren)'s safety and behavior while in the library, whether they are present or not. Children under the age of ten (10) are required to always be accompanied by a caregiver within the library.
11. Library users must always wear appropriate clothing and footwear in the library.
12. Packaged snacks and covered beverages may be consumed in designated areas and during approved library programs.
13. Sleeping, bathing, and other hygiene activities that inhibit the fundamental purpose and use of the library are prohibited.
14. Use of roller blades/scooters or bringing bicycles inside the library building is prohibited.

15. Smoking or vaping is allowed only in designated areas, which are at least twenty-five (25) feet away from entrances and exits. Tobacco and vaping products must be stored in personal belongings and out of sight while inside the library.
16. Library users must comply with all local, state, and federal laws while in the library and while using library services.

Document Type:	Exhibit
Number:	4.04c
Effective:	03-13-2024
Revised:	03-13-2024 08-08-2024
Last Reviewed:	03-13-2024

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CODE OF CONDUCT – EXPANDED VERSION  
To Support a Positive Experience at the Library

Boise Public Library provides access and opportunity for everyone by connecting people to ideas, information, and the community. We create respectful and safe spaces for the entire community while upholding the right to privacy and the freedom to read, seek, and hold different points of view.

Boise Public Library has adopted the following guidelines to promote welcoming, comfortable spaces, which we expect all visitors and staff to honor. Choosing not to follow the guidelines may result in the suspension of access to library facilities.

**Boise Public Library Values Respect and Accessibility for All**

Library users are required to demonstrate respect to each other and library staff. Respectful behavior includes:

- refraining from using profane, threatening, or abusive language or gestures; and
- avoiding behaviors that disturb or disrupt others by interfering with the operation and enjoyment of the library.

To allow all users to access library materials, services, and programs, everyone is required to keep personal property within their control. Items such as skateboards, collapsible scooters, large bags, and rollerblades are to be carried, placed, and stored in a manner so as not to create a safety hazard for other users. Bicycles and large scooters must be secured outside at designated bike racks.

Service animals, as defined by the [Americans with Disabilities Act](#), are welcome. ~~the only animals allowed inside the library.~~ This includes service dogs, service dogs-in-training, and service miniature horses as defined by state and federal law. ~~Pets and animals for emotional support, comfort, or therapy are not allowed in the library.~~

Service animals must be leashed, harnessed, or tethered unless the individual’s disability prevents using these devices. If these devices are unable to be used, the library user must maintain control of the animal through voice, signal, or other effective means. Library users may be asked to remove their service animal from the library if the animal:

- Poses a direct threat to the safety of others.
- Is out of control and effective action is not taken to control it.
- Is not housebroken.
- Interferes with the library’s fundamental purpose, e.g., continuous barking.

Petitioning, soliciting, and distributing written materials (“leafletting”) is acceptable outside of the library so long as it does not impede access to the building’s entrances and exits. Solicitations inside the library are permitted with prior authorization by library administration and must be for the benefit of the library.

## **Boise Public Library Values Safety and Health for All**

### ***Safety***

Library user conduct must never endanger the health and safety of other library users or staff or cause or threaten to cause damage to library property. Illegal behavior is not permitted in person, by phone, or by other digital means. If an action or behavior is against the law, it is not allowed in the library. This includes federal and state statutes and regulations and city ordinances.

Unlawful or prohibited behavior includes but is not limited to:

- Harassment of library staff or other library users (physical, sexual, verbal, or stalking).
- Damage, theft, or destruction of library property, including use of library equipment in a manner other than intended by the manufacturer.
- Possession, manufacture, distribution, or consumption of alcohol or other controlled substances.
- Engaging in sexual conduct, viewing pornographic materials, or engaging in other lewd acts (exposure, masturbation, or nudity).
- Possession of a deadly or dangerous weapon, such as a bladed instrument, explosive device, or other item held for the purposes of endangering or inflicting bodily harm on a person. An exception is made for a lawfully possessed firearm or pocketknife with a blade six of (6) inches or less.

Security staff may inspect bags and personal belongings upon reasonable suspicion.

Boise Public Library welcomes children of all ages. Parents/caregivers are responsible for their minor child(ren)’s safety and behavior while in the library, whether present or not. Children under the age of ten (10) are required to always be accompanied by a caregiver when in the library.

### ***Health***

Library users are required to always wear clothing and footwear in the library.

Pre-packaged snacks and covered beverages may be consumed in the library in designated areas and during approved library programs.

Sleeping and hygiene activities such as shaving or bathing, which inhibit the fundamental purpose and use of the library and are not allowed anywhere on the premises. If a library user is found to have dozed off, an employee may check in to ensure their well-being. Limited hygiene resources can be accessed through the Library’s Mental Health Coordinator and in public restrooms.

Breastfeeding is allowed in the library.

Smoking and vaping are allowed outside of the library in pre-designated areas, which are located twenty-five (25) feet away from building entrances and exits. Tobacco and vaping products must be stored in personal belongings and out of sight while inside the library.

## **What Happens When Library Guidelines are not Followed?**

### **Enforcement: Library Suspension and Appeal**

Anyone found to be engaging in behavior inconsistent with library policy or regulation will be asked to modify their conduct to remain in the library. Library users found to be in violation of library policy or regulation may be suspended from any or all Boise Public Library facilities, programs, or services and if necessary, the library may invoke legal action. Any individual who is asked to leave the library and refuses shall be considered trespassing and may be subject to arrest per Idaho Code § 18-7008. Library users who have been suspended may appeal the suspension within 15 days to the Library Director.

Following the suspension period, library users are welcomed back into the library so long as they conduct themselves pursuant to library policy and regulation.



## **Section 5. Removal**

Removal shall be as provided in Idaho statutes and Boise City Code.

# **ARTICLE III POWERS AND DUTIES**

## **Section 1. Powers and Duties**

The powers and duties of the Board of Trustees shall be as set forth in Title 33, Chapter 26 of the Idaho Code and Boise City Code Title 2, Chapter 7. In addition to the powers, duties and purposes stated therein, the Board may exercise such other powers, not inconsistent with law, necessary for the orderly and efficient management of the LibraryLibrary.

## **Section 2. Policies**

The Board shall act as the policy making body of the Boise Public Library in compliance with all statutes of the State of Idaho and Boise City Code relating to the operation of public libraries and shall develop and maintain, with advice of the Library Director and staff, policies for the LibraryLibrary and rules governing use of the LibraryLibrary with the highest possible degree of operating efficiency in the LibraryLibrary, consistent with the Library's mission and strategic vision. The Board shall have the power as necessary to determine any question of policy.

## **Section 3. Budget**

The Board shall prepare and adopt an annual budget for review and approval by the City Council for the ensuing fiscal year, with the advice and assistance of the Library Director, allocating the proper amounts for materials, salaries, maintenance, and other operating and capital expenses necessary for the orderly and efficient management of the LibraryLibrary. The Board may also approve interim budget recommendations for submission to City Council.

## **Section 3. Expenditures**

The Board shall have control of the expenditures of all moneys collected for the Library Fund.

## **Section 4. Property**

The Board shall have the supervision, care, and custody of any room or building constructed, leased, or set apart for LibraryLibrary purposes, and it may, with the approval of the Council, lease and occupy or purchase or erect on purchased ground any appropriate building. The Board shall take charge of the public LibraryLibrary, reading rooms, and its branches, and of all real and personal property belonging to it, or what may be acquired by loan, purchase, gift, devise, or otherwise, when not inconsistent with the terms and conditions of the gift, devise, or with the terms and conditions of the gift, devise, or bequest. The Board shall have the power to make and enforce all rules, regulations, and bylaws necessary to administer, govern, and protect the Library, reading rooms, and branches, and all property belonging or loaned to it.

## **Section 5. Appointments**

The Board of Trustees shall appoint a Library Director, who shall serve at the pleasure of the Board. The Library Director's duties shall be those prescribed by state law, city policy, together with such other such others duties requested by the Board that are reasonably required for proper operation of the Library.



## Section 6. Gifts and Trusts

The Board shall receive and administer any trust or any other fund declared or created by gift or otherwise for ~~such library~~the Library and branches.

## Section 7. Reports

The Board of Trustees shall annually, not later than the first day of January, file with the board of library commissioners a report of the operations of the Library for the fiscal year just ended. The report shall be of such form and contain such information as the board of library commissioners may require.

## Section 8. Other Duties

Additional duties of the Board shall include, but not necessarily be limited to the following: promote the Library and its services to the public; obtain adequate funds for Library operation; developing a program of planned growth and improvement of the Library facilities and ~~library~~Library services; work cooperatively with supporting organizations to promote the Library, provide information to the public regarding the Library and with regard to ~~library~~Library support and improvements; work cooperatively with other public officials and boards and support legislation that benefits ~~library~~Library users; and cooperate with public officials to maintain positive public relations; seek to maintain positive public relations and provide information to the public.

# ARTICLE IV OFFICERS

## Section 1. Election

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. In the event of a vacancy, the Board may elect an officer to succeed the vacant position prior to and until the next annual meeting election.

## Section 2. Duties

### A. *President*

The President shall preside at all meetings of the Board, authorize calls for special meetings, regulate and control public participation, appoint all committees, execute documents authorized by the Board, serve as ex-officio member of all committees, ensure that a true and accurate record is maintained of all meetings of the Board, plan the meeting agenda with the Director and staff, and perform all other duties associated with that office.

### B. *Vice President*

In the absence of the President, the Vice President shall preside and perform all ~~other~~ duties associated with the President's office.

## Section 3. Vacancies

Vacancies occurring in any office shall be filled by majority vote of those Trustees present at the next regular meeting of the Board. ~~Any officer selected to fill a vacancy shall serve from the time of the next election of officers.~~

## Section 4. Removal from Office

Any officer may be removed from office by the Board whenever, in the judgment of the Board, the best interests of the Library shall be served by such removal. In the event ~~a Board member~~ an officer becomes disqualified ~~(i.e. a Board member from serving as a Trustee (for example, the officer~~ ceases to be a resident of the City of Boise), the ~~Board member~~ officer shall be deemed removed and a vacancy shall be created.

## ARTICLE V MEETINGS

### Section 1. Frequency

The Board shall meet for business purposes monthly, except as shall be determined in advance by the Board at a regular meeting. The Board shall hold its annual meeting each year in September for the purposes set forth in Idaho Code Section 33-2606, as may be amended from time to time, including election of officers and establishment of meeting dates for the upcoming fiscal year.

### Section 2. Special Meetings

Special meetings may be called by the President, or upon written request of three ~~Board members~~ Trustees, for the transaction of business stated in the Notice of Special Meeting. Only that business so specified may be acted upon at the Special Meeting. Notification procedures shall comply with Idaho Code and Boise City policies.

### Section 3. Quorum

A quorum shall consist of three (3) ~~voting members~~ Trustees, but a smaller number may adjourn a meeting.

### Section 4. Voting

Each ~~Board member~~ Trustee has one vote. The Director is a non-voting attendee of Board meetings. An affirmative vote by the majority of ~~Board members~~ Trustees present shall be necessary to approve any action of the Board. The President may introduce, vote upon, move, or second a proposal before the Board.

### Section 5. Meeting Records

Records of meetings shall be maintained by the Library Director or the Director's ~~designated~~ designee.

## ARTICLE VI PARLIAMENTARY AUTHORITY

The parliamentary authority shall be Roberts Rules of Order, current edition, except as stated in these Bylaws.

**ARTICLE VII  
AMENDMENTS**

These Bylaws may be amended at any regular meeting of the Board with a quorum present, by majority vote of the ~~Board members~~Trustees present. Proposed amendments shall be distributed to ~~Board members~~Trustees at least two weeks prior to said meeting.

Last Revised ~~\_\_\_\_\_~~August 14, 2024.

**BYLAWS  
BOISE PUBLIC LIBRARY BOARD OF TRUSTEES**

**ARTICLE I  
LEGAL BASIS**

The Board of Trustees of the Boise Public Library exists by virtue of the provisions of Idaho law, including Title 33, Chapter 26 of the Idaho Code. Boise City Code Title 2, Chapter 7 further governs and defines the powers, duties and operation of the Board. The Board exercises the powers and authority and assumes the responsibilities and duties delegated to it under the laws of the state of Idaho and Boise City Code for the provision of public library service in Boise City. In addition to the powers, duties and purposes stated therein, the Board may exercise such other powers, not inconsistent with law, necessary for the orderly and efficient management of the Library.

**ARTICLE II  
TRUSTEE SELECTION AND APPOINTMENT**

**Section 1. Number of Trustees**

A Board of five Library Trustees, selected from the residents of Boise City, shall be appointed by the Mayor and confirmed by the City Council. The Board favors the established custom of the inclusion of one non-voting member of the City Council who will attend board meetings and act as liaison for the Board and City Government.

**Section 2. Term of Office**

A term of office shall be for five years; the term of one Trustee shall expire each year on June 30th. Appointments to complete an unexpired term shall be for the remainder of the unexpired term only. Trustees shall hold their office from appointment until the term expiration and until successors are appointed, unless disqualified from office. In accordance with City policy, Trustees shall serve no more than two terms or more than ten consecutive years.

By accepting appointment to the Board, Trustees agree to attend, in-person or virtually, a minimum of three-fourths of the regularly-scheduled meetings annually. Unless excused by the President, missing three consecutive regular meetings, for other than health-related reasons, is considered a resignation from the Board.

**Section 3. Salary**

All Trustees, officers included, shall serve without salary or any compensation, except that they may receive actual and necessary expenses when engaged in the business of the Library.

**Section 4. Vacancies**

All Trustee resignations shall be reported to the Mayor and City Council by the Board, with a request that the vacancy be advertised. The process for filling a vacancy will be prescribed by the Mayor's office. In the event a Trustee relocates the Trustee's residence outside the City of Boise, this shall be deemed a resignation and a vacancy shall be created.

## **Section 5. Removal**

Removal shall be as provided in Idaho statutes and Boise City Code.

# **ARTICLE III POWERS AND DUTIES**

## **Section 1. Powers and Duties**

The powers and duties of the Board of Trustees shall be as set forth in Title 33, Chapter 26 of the Idaho Code and Boise City Code Title 2, Chapter 7. In addition to the powers, duties and purposes stated therein, the Board may exercise such other powers, not inconsistent with law, necessary for the orderly and efficient management of the Library.

## **Section 2. Policies**

The Board shall act as the policy making body of the Boise Public Library in compliance with all statutes of the State of Idaho and Boise City Code relating to the operation of public libraries and shall develop and maintain, with advice of the Library Director and staff, policies for the Library and rules governing use of the Library with the highest possible degree of operating efficiency in the Library, consistent with the Library's mission and strategic vision. The Board shall have the power as necessary to determine any question of policy.

## **Section 3. Budget**

The Board shall prepare and adopt an annual budget for review and approval by the City Council for the ensuing fiscal year, with the advice and assistance of the Library Director, allocating the proper amounts for materials, salaries, maintenance, and other operating and capital expenses necessary for the orderly and efficient management of the Library. The Board may also approve interim budget recommendations for submission to City Council.

## **Section 3. Expenditures**

The Board shall have control of the expenditures of all moneys collected for the Library Fund.

## **Section 4. Property**

The Board shall have the supervision, care, and custody of any room or building constructed, leased, or set apart for Library purposes, and it may, with the approval of the Council, lease and occupy or purchase or erect on purchased ground any appropriate building. The Board shall take charge of the public Library, reading rooms, and its branches, and of all real and personal property belonging to it, or what may be acquired by loan, purchase, gift, devise, or otherwise, when not inconsistent with the terms and conditions of the gift, devise, or with the terms and conditions of the gift, devise, or bequest. The Board shall have the power to make and enforce all rules, regulations, and bylaws necessary to administer, govern, and protect the Library, reading rooms, and branches, and all property belonging or loaned to it.

## **Section 5. Appointments**

The Board of Trustees shall appoint a Library Director, who shall serve at the pleasure of the Board. The Library Director's duties shall be those prescribed by state law, city policy, together with such other such others duties requested by the Board that are reasonably required for proper operation of the Library.

## **Section 6. Gifts and Trusts**

The Board shall receive and administer any trust or any other fund declared or created by gift or otherwise for the Library and branches.

## **Section 7. Reports**

The Board of Trustees shall annually, not later than the first day of January, file with the board of library commissioners a report of the operations of the Library for the fiscal year just ended. The report shall be of such form and contain such information as the board of library commissioners may require.

## **Section 8. Other Duties**

Additional duties of the Board shall include, but not necessarily be limited to the following: promote the Library and its services to the public; obtain adequate funds for Library operation; developing a program of planned growth and improvement of the Library facilities and Library services; work cooperatively with supporting organizations to promote the Library, provide information to the public regarding the Library and with regard to Library support and improvements; work cooperatively with other public officials and boards and support legislation that benefits Library users; and cooperate with public officials to maintain positive public relations; seek to maintain positive public relations and provide information to the public.

# **ARTICLE IV OFFICERS**

## **Section 1. Election**

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. In the event of a vacancy, the Board may elect an officer to succeed the vacant position prior to and until the next annual meeting election.

## **Section 2. Duties**

### *A. President*

The President shall preside at all meetings of the Board, authorize calls for special meetings, regulate and control public participation, appoint all committees, execute documents authorized by the Board, serve as ex-officio member of all committees, ensure that a true and accurate record is maintained of all meetings of the Board, plan the meeting agenda with the Director and staff, and perform all other duties associated with that office.

### *B. Vice President*

In the absence of the President, the Vice President shall preside and perform all duties associated with the President's office.

## **Section 3. Vacancies**

Vacancies occurring in any office shall be filled by majority vote of those Trustees present at the next regular meeting of the Board.

**Section 4. Removal from Office**

Any officer may be removed from office by the Board whenever, in the judgment of the Board, the best interests of the Library shall be served by such removal. In the event an officer becomes disqualified from serving as a Trustee (for example, the officer ceases to be a resident of the City of Boise), the officer shall be deemed removed and a vacancy shall be created.

**ARTICLE V  
MEETINGS**

**Section 1. Frequency**

The Board shall meet for business purposes monthly, except as shall be determined in advance by the Board at a regular meeting. The Board shall hold its annual meeting each year in September for the purposes set forth in Idaho Code Section 33-2606, as may be amended from time to time, including election of officers and establishment of meeting dates for the upcoming fiscal year.

**Section 2. Special Meetings**

Special meetings may be called by the President, or upon written request of three Trustees, for the transaction of business stated in the Notice of Special Meeting. Only that business so specified may be acted upon at the Special Meeting. Notification procedures shall comply with Idaho Code and Boise City policies.

**Section 3. Quorum**

A quorum shall consist of three (3) Trustees, but a smaller number may adjourn a meeting.

**Section 4. Voting**

Each Trustee has one vote. The Director is a non-voting attendee of Board meetings. An affirmative vote by the majority of Trustees present shall be necessary to approve any action of the Board. The President may introduce, vote upon, move, or second a proposal before the Board.

**Section 5. Meeting Records**

Records of meetings shall be maintained by the Library Director or the Director's designee.

**ARTICLE VI  
PARLIAMENTARY AUTHORITY**

The parliamentary authority shall be Roberts Rules of Order, current edition, except as stated in these Bylaws.

**ARTICLE VII  
AMENDMENTS**

These Bylaws may be amended at any regular meeting of the Board with a quorum present, by majority vote of the Trustees present. Proposed amendments shall be distributed to Trustees at least two weeks prior to said meeting.

Last Revised August 14, 2024.

# BOISE PUBLIC LIBRARY SYSTEM STATISTICS REPORT June 2024

	<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>
<b><u>CIRCULATION/Books</u></b>						
Adult	45,016	43,645	3.14	403,940	389,422	3.73
Young Adult	5,867	6,399	-8.31	47,803	47,964	-0.34
Juvenile	59,670	61,043	-2.25	533,382	525,427	1.51
<b>Sub Total</b>	<b>110,553</b>	<b>111,087</b>	<b>-0.48</b>	<b>985,125</b>	<b>962,813</b>	<b>2.32</b>

<b><u>CIRCULATION /Audio Visual</u></b>						
Adult	14,478	15,875	-8.80	142,625	153,562	-7.12
Young Adult	962	1,138	-15.47	8,785	8,780	0.06
Juvenile	4,895	4,989	-1.88	43,054	46,413	-7.24
<b>Sub Total</b>	<b>20,335</b>	<b>22,002</b>	<b>-7.58</b>	<b>194,464</b>	<b>208,755</b>	<b>-6.85</b>

<b><u>CIRCULATION/Digital</u></b>						
eAudio	42,911	34,425	24.65	354,883	276,379	28.40
eBooks	31,000	27,750	11.71	267,365	227,568	17.49
eVideo	1,128	337	234.72	9,305	3,064	203.69
eMusic	103	89	15.73	675	578	16.78
eMagazine	7,290	2,535	187.57	88,472	26,223	237.38
<b>Sub Total</b>	<b>82,432</b>	<b>65,136</b>	<b>26.55</b>	<b>720,700</b>	<b>533,812</b>	<b>35.01</b>
<b>TOTAL CIRCULATION</b>	<b>213,320</b>	<b>198,225</b>	<b>7.62</b>	<b>1,900,289</b>	<b>1,705,380</b>	<b>11.43</b>

<b><u>CIRCULATION SUMMARY</u></b>						
Main Library	58,358	59,672	-2.20	537,413	544,082	-1.23
Collister	11,860	11,684	1.51	108,010	103,842	4.01
Hillcrest	8,507	8,900	-4.42	77,542	76,248	1.70
Cole & Ustick (C&U)	25,246	24,959	1.15	220,218	208,662	5.54
Bown	24,426	25,509	-4.25	212,535	215,446	-1.35
Home Service	2,491	2,365	5.33	23,871	23,288	2.50
Digital Collection	82,432	65,136	26.55	720,700	533,812	35.01
<b>TOTAL CIRCULATION</b>	<b>213,320</b>	<b>198,225</b>	<b>7.62</b>	<b>1,900,289</b>	<b>1,705,380</b>	<b>11.43</b>

<b><u>PATRON COUNT</u></b>						
Main Library	26,153	26,102	0.20	252,198	220,795	14.22
Collister	5,769	5,725	0.77	52,333	46,845	11.72
Hillcrest*	5,356	5,268	1.67	51,171	44,923	13.91
Cole & Ustick	10,268	9,767	5.13	91,018	82,535	10.28
Bown	9,619	9,768	-1.53	90,711	81,463	11.35
<b>TOTAL PATRON COUNT</b>	<b>57,165</b>	<b>56,630</b>	<b>0.94</b>	<b>537,431</b>	<b>476,561</b>	<b>12.77</b>

<b><u>POLARIS CATALOG*</u></b>						
System External Use Counts	0	210,894	-100.00	0	2,051,071	-100.00
Main Internal Use Counts	0	30,079	-100.00	0	299,962	-100.00
Collister Internal Use Counts	0	2,028	-100.00	0	16,713	-100.00
Hillcrest Internal Use Counts	0	2,435	-100.00	0	19,963	-100.00
C&U Internal Use Counts	0	7,037	-100.00	0	54,445	-100.00
Bown Internal Use Counts	0	6,176	-100.00	0	39,085	-100.00

\*Software upgrade has delayed availability of data.



	<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>
<b><u>NEW CARDS ISSUED</u></b>						
Resident	923	1,035	-10.82	8,054	8,099	-0.56
Non-Resident	4	6	-33.33	54	36	50.00
Internet Only	1	0	100.00	3	1	200.00
<b>TOTAL CARDS ISSUED</b>	<b>928</b>	<b>1,041</b>	<b>-10.85</b>	<b>8,111</b>	<b>8,136</b>	<b>-0.31</b>

**INTERLIBRARY LOANS**

Out-of-State	72	98	-26.53	953	886	7.56
In-State	17	56	-69.64	282	511	-44.81

**INTERLIBRARY BORROWING**

Out-of-State	74	42	76.19	636	668	-4.79
In-State	20	34	-41.18	151	300	-49.67

**REFERENCE SUMMARY**

Main Adult Desk	1,845	1,489	23.91	19,076	11,850	60.98
Main Adult Telephone	582	651	-10.60	5,423	5,211	4.07
Main Adult Electronic	79	135	-41.48	930	967	-3.83
<b>Sub Total Adult Reference</b>	<b>2,506</b>	<b>2,275</b>	<b>10.15</b>	<b>25,429</b>	<b>18,028</b>	<b>41.05</b>

Main Youth Desk	1,401	1,471	-4.76	9,375	8,556	9.57
Main Youth Telephone	3	6	-50.00	53	138	-61.59
Main Youth Electronic	5	0	100.00	70	18	288.89
<b>Sub Total Youth Reference</b>	<b>1,409</b>	<b>1,477</b>	<b>-4.60</b>	<b>9,498</b>	<b>8,712</b>	<b>9.02</b>

Information Desk

Readers Advisory	3	6	-50.00	23	15	53.33
Directional/Informational	981	417	135.25	7,604	5,418	40.35
<b>Sub Total Information Desk</b>	<b>984</b>	<b>423</b>	<b>132.62</b>	<b>7,627</b>	<b>5,433</b>	<b>40.38</b>

Collister Desk	1,354	1,209	11.99	12,186	11,032	10.46
Collister Phone	185	120	54.17	1,525	1,125	35.56
<b>Sub Total Collister Reference</b>	<b>1,539</b>	<b>1,329</b>	<b>15.80</b>	<b>13,711</b>	<b>12,157</b>	<b>12.78</b>

Hillcrest Desk	578	420	37.62	4,962	4,111	20.70
Hillcrest Phone	88	72	22.22	1,109	943	17.60
<b>Sub Total Hillcrest Reference</b>	<b>666</b>	<b>492</b>	<b>35.37</b>	<b>6,071</b>	<b>5,054</b>	<b>20.12</b>

Cole & Ustick Desk	1,838	772	138.08	16,192	9,738	66.28
Cole & Ustick Phone	185	158	17.09	2,296	1,430	60.56
<b>Sub Total C&amp;U Reference</b>	<b>2,023</b>	<b>930</b>	<b>117.53</b>	<b>18,488</b>	<b>11,168</b>	<b>65.54</b>

Bown Desk	853	1,461	-41.62	8,489	5,781	46.84
Bown Phone	119	130	-8.46	1,657	387	328.17
<b>Sub Total Bown Reference</b>	<b>972</b>	<b>1,591</b>	<b>-38.91</b>	<b>10,146</b>	<b>6,168</b>	<b>64.49</b>
<b>TOTAL REFERENCE</b>	<b>10,099</b>	<b>8,517</b>	<b>18.57</b>	<b>90,970</b>	<b>66,720</b>	<b>36.35</b>

	<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>
<b><u>MEETING ROOM USE SUMMARY</u></b>						
<b>Programs</b>						
Main Adult Programs	13	8	62.50	164	108	51.85
Main Youth Programs	54	59	-8.47	601	603	-0.33
Main Community Programs	45	74	-39.19	954	862	10.67
<b>Sub Total Main</b>	<b>112</b>	<b>141</b>	<b>-20.57</b>	<b>1,719</b>	<b>1,573</b>	<b>9.28</b>
Collister Adult Programs	20	14	42.86	180	87	106.90
Collister Youth Programs	30	41	-26.83	254	327	-22.32
Collister Community Programs	57	107	-46.73	807	793	1.77
<b>Sub Total Collister</b>	<b>107</b>	<b>162</b>	<b>-33.95</b>	<b>1,241</b>	<b>1,207</b>	<b>2.82</b>
Hillcrest Adult Programs	18	12	50.00	179	128	39.84
Hillcrest Youth Programs	11	50	-78.00	196	243	-19.34
Hillcrest Community Programs	87	93	-6.45	1,090	937	16.33
<b>Sub Total Hillcrest</b>	<b>116</b>	<b>155</b>	<b>-25.16</b>	<b>1,465</b>	<b>1,308</b>	<b>12.00</b>
C&U Adult Programs	14	21	-33.33	156	101	54.46
C&U Youth Programs	35	38	-7.89	447	318	40.57
C&U Community Programs	78	144	-45.83	1,047	1,018	2.85
<b>Sub Total Cole &amp; Ustick</b>	<b>127</b>	<b>203</b>	<b>-37.44</b>	<b>1,650</b>	<b>1,437</b>	<b>14.82</b>
Bown Adult Programs	10	8	25.00	114	101	12.87
Bown Youth Programs	31	45	-31.11	308	382	-19.37
Bown Community Programs	32	79	-59.49	644	691	-6.80
<b>Sub Total Bown</b>	<b>73</b>	<b>132</b>	<b>-44.70</b>	<b>1,066</b>	<b>1,174</b>	<b>-9.20</b>
<b>TOTAL PROGRAMS</b>	<b>535</b>	<b>793</b>	<b>-32.53</b>	<b>7,141</b>	<b>6,699</b>	<b>6.60</b>

<b>Program Attendance</b>						
Main Adult Attendance	250	22	1036.36	2,137	1,143	86.96
Main Youth Attendance	1,826	2,026	-9.87	21,505	20,094	7.02
Main Comm Attendance	673	450	49.56	8,293	7,422	11.74
<b>Sub Total Main</b>	<b>2,749</b>	<b>2,498</b>	<b>10.05</b>	<b>31,935</b>	<b>28,659</b>	<b>11.43</b>
Collister Adult Attendance	133	104	27.88	1,093	732	49.32
Collister Youth Attendance	506	1,469	-65.55	11,494	12,769	-9.99
Collister Comm Attendance	196	302	-35.10	3,424	2,891	18.44
<b>Sub Total Collister</b>	<b>835</b>	<b>1,875</b>	<b>-55.47</b>	<b>16,011</b>	<b>16,392</b>	<b>-2.32</b>
Hillcrest Adult Attendance	147	61	140.98	2,176	1,215	79.09
Hillcrest Youth Attendance	234	1,227	-80.93	4,812	4,803	0.19
Hillcrest Comm Attendance	449	596	-24.66	8,082	5,694	41.94
<b>Sub Total Hillcrest</b>	<b>830</b>	<b>1,884</b>	<b>-55.94</b>	<b>15,070</b>	<b>11,712</b>	<b>28.67</b>
C&U Adult Attendance	57	52	9.62	854	647	31.99
C&U Youth Attendance	1,068	1,096	-2.55	13,765	10,333	33.21
C&U Comm Attendance	458	700	-34.57	5,979	8,103	-26.21
<b>Sub Total Cole &amp; Ustick</b>	<b>1,583</b>	<b>1,848</b>	<b>-14.34</b>	<b>20,598</b>	<b>19,083</b>	<b>7.94</b>
Bown Adult Attendance	55	101	-45.54	1,115	895	24.58
Bown Youth Attendance	778	1,063	-26.81	10,500	11,183	-6.11
Bown Comm Attendance	265	187	41.71	4,281	3,165	35.26
<b>Sub Total Bown</b>	<b>1,098</b>	<b>1,351</b>	<b>-18.73</b>	<b>15,896</b>	<b>15,243</b>	<b>4.28</b>
<b>TOTAL PROGRAM ATTENDANCE</b>	<b>7,095</b>	<b>9,456</b>	<b>-24.97</b>	<b>99,510</b>	<b>91,089</b>	<b>9.24</b>

# BOISE PUBLIC LIBRARY

## RECIPROCAL BORROWING STATISTICS

### June 2024

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>
<b>CHECKOUTS</b>	<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	2,860	1.34	2,822	1.35	25,497	1.34	25,091	1.62
Caldwell	354	0.17	237	49.37	3,116	0.16	2,615	19.16
Eagle	408	0.19	592	-31.08	4,727	0.25	5,496	-13.99
Emmett	4	0.00	27	-85.19	76	0.00	218	-65.14
Garden City	1,185	0.56	1,080	9.72	9,326	0.49	9,315	0.12
Kuna	307	0.14	714	-57.00	2,280	0.12	3,755	-39.28
Meridian	2,954	1.38	2,892	2.14	25,154	1.32	22,947	9.62
Mountain Home	112	0.05	188	-40.43	1,884	0.10	2,172	-13.26
Nampa	488	0.23	684	-28.65	5,610	0.30	5,224	7.39
Twin Falls	88	0.04	15	486.67	354	0.02	185	91.35
<b>Total</b>	<b>8,760</b>	<b>4.11</b>	<b>9,251</b>	<b>-5.31</b>	<b>78,024</b>	<b>4.11</b>	<b>77,018</b>	<b>1.31</b>

Total BPL Circulation	213,320	198,225	1,900,289	1,705,379
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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>
<b>CHECKOUTS</b>		<u>This Month</u>	<u>To Date</u>	<u>To Date</u>
Ada Community	11,371	10,806	86,127	85,922
Caldwell	118	163	1,303	1,675
Eagle	7,647	7,620	61,795	59,052
Emmett	15	21	326	275
Garden City	8,643	9,338	69,259	70,266
Kuna	130	197	1,059	1,306
Meridian	8,190	8,753	72,185	67,644
Mountain Home	47	15	302	98
Nampa	751	629	6,272	5,680
Twin Falls	27	13	168	70
<b>Total</b>	<b>36,939</b>	<b>37,555</b>	<b>298,796</b>	<b>291,988</b>