



# BOISE PUBLIC LIBRARY

MAYOR: Lauren McLean | DIRECTOR: Jessica Dorr

## Boise Public Library Board of Trustees Regular Meeting Agenda

Wednesday, June 14, 2023, 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/UCJo0NAsCybsN0DtzuAI3LGA>

<b>BOARD OF TRUSTEES</b> Brian Klene, President Rebecca Lemmons, Vice President Phil Magnuson Nicole Trammel Pantera Natasha Rush	<b>MISSION</b> 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.
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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

# AGENDA

## Boise Public Library Board of Trustees Regular Meeting Agenda

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<https://www.youtube.com/channel/UCJo0NAsCybsN0DtzuAI3LGA>

**1. Call to Order and Introductions**

**2. Communications**

None

**3. Minutes-Action Item**

May 10, 2023, 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 April 30, 2023

Gift Fund activity for April 2023

**5. Reports**

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

**b.** Boise Public Library Foundation

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

**6. Old Business**

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

**Section 4.00, Use of the Library - Action Item**

Cole and Ustick Branch Manager, Renee Addington, will review section 4.00, Use of the Library (subsections 4.01, Use of the Library, 4.02, Circulation, and 4.03, Fees) of the Boise Public Library Policy Manual with the Trustees. Recommended changes to policy 4.03 are included in the meeting packet and a motion to approve the changes will be requested.

**Action:** motion to approve recommended changes to policy 4.03.

This continues the Library Board of Trustees annual policy review for Fiscal Year 2023 as stipulated by the Board's bylaws.

**b. Strategic Planning - Action Item**

Library Director Jessica Dorr will present to Trustees the Library's Strategic Plan Narrative. A motion to approve the narrative will be requested.

**Action:** motion to approve the Library's Strategic Plan Narrative.

**c. Interim Fiscal Year 2023 Budget Changes - Action Item**

Library Chief Administrative Officer Emily Johnson will review with Trustees requests for changes to the Library's Major Repair & Maintenance and Major Equipment accounts.

**Action:** A motion to approve the recommended changes and forward to Council for consideration will be requested.

**7. New Business**

**a. Fiscal Year 2024 Budget- Action Item**

Staff will present Fiscal Year 2024 proposed general fund (including revenue, personnel, maintenance and operating), heritage fund (library donations), heritage fund (ILS), major equipment, major repair and maintenance and capital budgets for the Board's review, discussion, and adoption.

**Action:** motion to approve Fiscal Year 2024 proposed general fund (including revenue, personnel, maintenance and operating), heritage fund (library donations), heritage fund (ILS), major equipment, major repair and maintenance and capital budgets will be requested. The proposed budgets will be submitted to the City's budget office, if adopted by the Board, and forwarded to City Council for approval.

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

Trustee review for vouchers by Rush.

**9. Selection of Meeting Date**

Next regular meeting on Wednesday, July 12, 2023.

**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.*

# BOISE PUBLIC LIBRARY

## Library Director's Report

June 2023

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### Operations

#### *Hours and Services Status*

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

#### *FY 2023*

The City of Boise's [Q2 FY 2023 Financial Report](#) is now available.

#### *City of Boise FY24 Budget Build*

The Library continues to engage in the City of Boise's FY24 Budget Build process. On May 23rd city council held a workshop about the FY24 budget which included a presentation from the mayor's office on investments and then highlights from each department director.

Library requests were presented to council aligned with our new strategic priorities including:

- Expanding Access
- Increasing Impact
- Optimizing Resources
- Measuring Value

If you want to watch, the full session with the [morning session](#) and the [noon session](#) are available. (The Library was the last department to present before lunch during the morning session.)

Additional information about the FY24 budget is included in the packet on page 25.

#### *Board of Trustee Engagement*

On Saturday, May 20<sup>th</sup> Rebecca Lemmons and Natasha Rush represented the board at the Summer Reading & Learning Celebration at JUMP. On behalf of the Library, they accepted a proclamation from Mayor McLean who designated May 20 to August 15, 2023 as Summer Reading Season.

#### *Board of Trustee Opening*

Thirty-three people applied to serve on the Library Board of Trustees. Input from board leadership and the Mayor's Office is being used to review all applicants to recommend candidates for the mayor to consider.



## Administration and Management Reports:

### *Programming*

- Approximately 350 people attended [Summer Reading Kick-off parties](#) throughout the library system.
  - Instructions for joining Summer Reading have been translated into Spanish, French, Arabic, and Swahili. These are the most common languages spoken by families at Boise Schools and Simple Suites (where our newest refugee families are living). An example of Summer Reading instructions in Arabic can be found on page 8 of this packet.
  - To support learning through activities tied to summer reading, staff have created Summer Reading Bingo cards for all age groups. An example of Summer Reading for Early Readers can be found on page 9 of this packet.
- Information Services staff worked with the City's Information Technology team to provide patrons the option of Bluetooth connection to Library devices. They also helped in updating the system-wide phone tree, making it easier for callers to reach their intended service.

### *Summer Reading & Learning Celebration*

On May 20th, Boise Public Library partnered with Ada Community Library to produce the 2<sup>nd</sup> annual [Summer Reading & Learning Celebration](#). This was a 4-hour event at JUMP. Kicking off the summer reading program and promoting our community partners' summer offerings, an estimated 1,800 people participated in fun, enriching activities for the whole family. Over twenty libraries and organizations participated, including the Meridian, Garden City, Caldwell, and Eagle libraries, Idaho Public Television, Rediscovered Books, the Wassmuth Center for Human Rights, the Boise Art Museum, and Zoo Boise. Nearly 50 [Boise Rock School](#) bands performed on three separate stages. The Boise Fire Department brought a fire engine for attendees to tour and learn more about their line of work. Boise Police Department's canine Officer Krisz-Kuras and handler Officer Keely also met with attendees. Other activities included a STEM area, music and movement performances, readings in the story tent, read to therapy dogs sessions, and visits with library mascots and children's book character [Mother Bruce](#).

### *Staff Development*

- Two staff members attended the [Innovative User's Group Conference](#) in Phoenix, Arizona. The conference gave our staff opportunity to connect, learn best practices on our Integrated Library System (ILS), and learn more about the newest product line coming to our ILS.
- Idaho Department of Labor presented to Library! at Cole & Ustick staff about services and resources they offer.
- The Library's training team hosted a field trip to the [Learning Lab](#) where staff learned about and discussed services.

### *Community Partners*

- Library! at Cole & Ustick staff tabled at the [Global Lounge Farm & Art Market](#) and shared out the resources the library offers.
- Information Services helped to promote free health screenings through [Central District Health](#) at the Main Library as well as a [Digital Access Focus Group](#) through Boise State University.
- Library! at Cole & Ustick displayed books of local author Sean Rutten, whose books center around his children (avid users of our libraries).

- Home-based services, in collaboration with Ada Community Library and the Meridian Library District, hosted a music program for residents at Spring Creek Manor-Senior Living.

### *Communications*

#### Monthly Email Newsletter: [May](#)

- Sent Fri, May 5th 12:54 PM, 8,528 successful deliveries
- Open Rate 50.2% (4,281) / Click Rate 1.9% (292)
- June – to be sent Tuesday, June 6 to 8,573 contacts

#### Ultimate Book Nerd Newsletter: [May](#)

- Sent Wed, May 17, 2023 2:00 PM, 635 contacts
- Open Rate 62.7% (398) / Click Rate 9.1% (102)

#### Social Media

- In May, we posted about: Free Comic Book Day, a couple library programs with their dates/times, Summer Reading program and celebration, a library assistant job opening, and the brief outage that happened across the city on the 25<sup>th</sup>
- In June we'll be posting about: Pride month, the Excitetrrike unveiling, summer reading program, construction updates at the Main Library, the Mayor's Monarch Pledge, library programs with dates/times, and World Refugee Day

# MAIN LIBRARY MRM & CAPITAL IMPROVEMENTS

## PROJECT STATUS REPORT

<b>Project Start Date:</b>	<b>Summer 2022</b>	<b>Estimated Finish Date:</b>	<b>Winter 2024 (1<sup>st</sup> Floor Renovations)</b>
<b>Project Manager:</b>	<b>Lindsay Erb</b>	<b>Department:</b>	<b>Library</b>

**PROJECT STATUS:**

<b>Period Covered:</b>	May 2023
<b>Project Summary</b>	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.
<b>Bid Package Updates</b>	<p><u>Roofing</u></p> <ul style="list-style-type: none"> <li>• Construction start June 12<sup>th</sup></li> </ul> <p><u>Stairwell Railing – On Pause</u></p> <ul style="list-style-type: none"> <li>• On Pause until FY24 due to budget constraints</li> </ul> <p><u>Auto sorter – Construction in Progress</u></p> <ul style="list-style-type: none"> <li>• Construction completion 6/9</li> <li>• Auto sorter install and programming 6/13 – 6/30</li> <li>• Operational starting 7/3</li> </ul> <p><u>Storage Room Demo &amp; Abatement (4<sup>th</sup> floor) – Construction Complete</u></p> <ul style="list-style-type: none"> <li>• Work completed mid-May</li> </ul> <p><u>Restroom renovations for four story portions, plumbing line replacement &amp; fire pump replacement</u></p> <ul style="list-style-type: none"> <li>• Bid opening 6/7</li> <li>• Construction start anticipated for late June once the GMP is reviewed and contract is issued</li> <li>• ATS staff impacted by the restroom renovations on first floor – Noise and schedule being coordinated with team</li> </ul> <p><u>4<sup>th</sup> Floor Renovations – On Pause until Oct.</u> Includes new ATS area, breakroom, IT space, Friends storage, maintenance office, Youth Services storage &amp; new mechanical HVAC system</p> <ul style="list-style-type: none"> <li>• Bidding phase anticipated for August</li> <li>• Construction estimated to begin in October 2023 with FY 24 funding</li> </ul> <p><u>1<sup>st</sup> floor Renovations – Design Paused</u></p> <ul style="list-style-type: none"> <li>• Concept design completed</li> <li>• Schematic design has been paused until the other packages are under contract as those are highest priority</li> </ul> <p><u>Misc. projects:</u> <i>Parking lot repairs:</i> architect is putting together a recommended repair package. Work is likely to begin late summer/ early fall.</p>

	<p><i>Main Stairwell Reflooring:</i> On Pause until a solution is figured out to address the exposed edges of the plywood underlayment, FSO working on.</p> <p><i>Brick/ window repairs:</i> mortar testing completed, to be further evaluated once other higher priority packages are completed.</p>
<b>Overall Project Health</b>	<p><u>Summary:</u>          Due to the construction estimates coming in higher than anticipated, we've had to cut back on scope of work for this fiscal year to stay within budget. However, the budget has been reviewed and now we have better insight into the work that can be completed this fiscal year and next as noted in the "Bid Packages Updates" section.</p>
<b>Highlights</b>	<p>Construction is underway for the auto sorter room with full set up of the auto sorter equipment to be completed by 7/3. The storage room wall and flooring demo &amp; abatement has been completed allowing for more shelving space. The roofing renovations and restroom/ plumbing work will begin in June.</p>

**PROJECT COMPONENTS:**

<b>Component</b>	<b>Status</b>	<b>Notes</b>
<b>Scope</b>		
<b>Budget</b>		Estimates for the 4 <sup>th</sup> floor work are significantly higher than estimated so we're focusing on the highest priority items such as the restrooms, plumbing and fire pump replacement this fiscal year. Estimates for future phases have been generated to inform the FY24 budget request.
<b>Schedule</b>		Design took longer than anticipated which pushed us back a bit but is now complete for all packages except the 1 <sup>st</sup> floor renovations. We also needed extra time to review the estimates and our budget to determine which work was highest priority that we could complete this fiscal year.
<b>Risks</b>		Construction market challenges, including finding multiple bidders and pricing.
<b>Resources</b>		

**SCOPE MANAGEMENT:**

<b>Status</b>	<b>Discussion</b>
<b>Accomplished</b>	<ul style="list-style-type: none"> <li>• Restroom renovations, plumbing and fire pump replacement package out to bid</li> <li>• Storage room wall and flooring demo &amp; abatement</li> <li>• Near and long-term site circulation planning complete</li> </ul>
<b>Planned</b>	<ul style="list-style-type: none"> <li>• GMP contract for restroom renovations, plumbing and fire pump replacement mid-June</li> <li>• Construction to begin for roofing renovations in June</li> <li>• Start up schematic design for 1<sup>st</sup> floor renovations</li> </ul>



## مكتبة بويزي العامة

### القراءة

### الصيفية

20 مايو - 15 أغسطس

اجعل القراءة عادة يومية ممتعة! استخدم المتعقب عن طريق تلوين الشكل لكل يوم تقرأه. تعال إلى المكتبة عندما تحصل على جائزة. اربح جائزة عند التسجيل!

اشترك - احصل على كتاب!

25 يومًا - اختر كتابًا ثانيًا

50 يومًا - اختر جائزة!

75 يومًا - اختر كتابًا ثالثًا

### تتبع قراءتك عبر الإنترنت مع Beanstack!

قم بزيارة: [BoisePublicLibrary.Beanstack.org](http://BoisePublicLibrary.Beanstack.org). للتسجيل. يؤدي تسجيل قراءتك على Beanstack إلى إدخالك تلقائيًا في رسومات الجوائز الإضافية. تأكد من أن معلومات الاتصال الخاصة بك موجودة في Beanstack للحصول على فرصة للفوز.

يتم سحب الجوائز في 15 يونيو و 15 يوليو و 15 أغسطس. الفائزون لكل فرع من فروع المكتبة والمستوى العمري!



أولياء الأمور أو مقدمي الرعاية للأطفال الذين تتراوح أعمارهم بين 0-5: تأكد من التقاط ورقة نشاط مع أنشطة محو الأمية المبكرة التي تساعد طفلك على الاستعداد للقراءة! أنشطة جديدة كل شهر

العمر	هدف القراءة
الأطفال (0-24 شهرًا)	يجب على مقدمي الرعاية إكمال نشاط واحد لمحو الأمية المبكر أو قراءة صورة واحدة أو كتاب لوحة مع طفلهم كل يوم
القراء الأوائل (2-5 سنوات)	
الشباب (6-11 سنة)	القراءة لمدة 20 دقيقة على الأقل كل يوم
مراهق (12-17 سنة)	
بالغ (18+ سنة)	

[BoisePublicLibrary.org/Summer](http://BoisePublicLibrary.org/Summer)



# SUMMER READING

Library!

## BINGO!



 <p>Read to a pet or stuffed animal</p>	 <p>Read a book you can sing like "The Wheels on the Bus"</p>	 <p>Paint the sidewalk with brushes and water</p>	 <p>Make an indoor obstacle course with pillows</p>	 <p>Talk about what animals live where (desert, forest, ocean, etc.)</p>
 <p>Name all the animals you can think of that swim, fly, hop, &amp; slither</p>	 <p>Try sensory drawing with flour on a baking sheet</p>	 <p>Sing a clapping song such as "BINGO"</p>	 <p>Play Animal Simon Says. Can you hop like a bunny?</p>	 <p>Read a book outside</p>
 <p>Tear strips of paper to make a collage</p>	 <p>Let your child play dress-up</p>	 <p>Name as many fruits and vegetables as you can</p>	 <p>Talk about the author and illustrator of a book. What do they do?</p>	 <p>Sing a counting song like "Five Little Ducks"</p>
 <p>Give your child a box and play pretend with it</p>	 <p>Take turns making silly sounds for each other to repeat</p>	 <p>Read aloud any street signs you see while walking or driving</p>	 <p>Put on some music and dance!</p>	 <p>Practice color mixing with art materials</p>
 <p>Make a new playlist of favorite songs</p>	 <p>Have your child read their favorite book to you</p>	 <p>Talk about your favorite things to do in summer</p>	 <p>Have your child practice placing sticks to a line on paper</p>	 <p>Visit your local park and play outside</p>

# Boise Public Library

## Policy Review June 14, 2023

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Policy items reviewed and presented are as follows:

SECTION 4.00, *Use of the Library*

- Policy 4.01, Use of the Library
- Policy 4.02, Circulation
  - Regulation 4.02a, Library Cards
  - Regulation 4.02b, Limits on Borrowing Services
- Policy 4.03, Fees

*Staff Recommendations:*

Section 4.00, *Use of the Library* of the Boise Public Library Policy Manual is presented to the Library Board for review. Recommended changes to Policy 4.03, Fees, are included. A motion to approve the recommended changes is requested.

## **Policy Summary**

This month, the Board of Trustees will begin reviewing Section 4.00 Use of the Library.

### **Policy 4.01, Use of the Library**

No suggested changes currently. This section was last updated in 2013.

### **Policy 4.02, Circulation**

No suggested changes currently. This policy was last updated in 2014.

### **Regulation 4.02a, Library Cards**

No suggested changes currently. This regulation was last updated in 2021.

### **Regulation 4.02b, Limits on Borrowing Services**

No suggested changes currently. This regulation was last updated in 2021.

### **Policy 4.03, Fees**

We are suggesting changes to more closely match the work coming out of the strategic plan (for example, we are no longer using the phrase “providing a world class experience) and to reflect how lost and damaged items are now handled.

This policy was last updated in 2021.

Document Type:	Policy
Number:	4.01
Effective:	03-01-11
Revised:	03-01-13

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### USE OF THE LIBRARY

Since the Library is a tax-supported institution, its services and resources are intended for use by those individuals who live or pay property taxes within the city limits of Boise or who pay a non-resident fee for services. In addition, "corporate cards" are available to business entities of any kind whose principal offices are located within the city limits. Reciprocal borrowing agreements or service contracts with other libraries may qualify a non-resident of the Library's legal service area for a borrower's card without payment of a direct fee. The Library's "legal service area" is that area within the corporate boundaries of the City of Boise. Services to patrons will not be denied or abridged because of race, color, religion, gender, age, national origin, sexual orientation, gender identity, disability, veteran status, or any other applicable legally protected status.

The Library allows patrons from any area to use materials while in the Library. Reference assistance and programs may be available to patrons whether or not they are Boise residents or purchase a non-resident card.

Document Type:	Policy
Number:	4.02
Effective:	03-01-11
Revised:	03-05-14

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### CIRCULATION

Staff shall make one library card available to any individual who resides in Boise or who pays property tax within the city limits of Boise, to any business entity whose principal offices are located within the city limits, or, upon payment of a fee equal to the amount of per household residential support as determined by the Board, to any non-resident.

Members of libraries participating in cooperative borrowing agreements with the Library may borrow materials without charge.

Borrowing may be limited as deemed necessary by staff when excessive demand makes it necessary to do so in order to ensure service to the greatest number of patrons.

Staff shall purge expired cards annually as prescribed in the LYNX Service Agreement.

Document Type:	Regulation
Number:	4.02a
Effective:	03-01-11
Revised:	10-01-21

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## LIBRARY CARDS

The Library offers the following cards:

### 1. Borrower's Card

Borrower's Cards are available without direct payment of a fee to Boise residents; individuals paying ad valorem taxes on real and/or personal property situated within the city limits; residents of the Boise Veterans Home; employees of Boise City and their families; and Idaho legislators, their families, and their legislative staff. An applicant for a Borrower's Card must present the following:

- a driver's license, passport, or other official photo identification
- proof of current address within the city limits of Boise; proof of employment by the City of Boise; or proof of status as an Idaho legislator, legislative staff member, or spouse or child of an Idaho legislator.

Borrower's Cards will be updated annually upon verification of continued eligibility. A Post Office box will not be accepted as proof of residency. Unmarried minor children (under 18 years of age) residing in Boise shall be issued an individual card, without identification, so long as a parent or legal guardian provides the requisite identification and proof of current address within the city limits. Unless otherwise noted, staff shall follow this approach to issuing cards with borrowing privileges to minors.

### 2. Temporary Card

Individuals who have not established a permanent address in Boise, but who are living within the city limits, may receive a Temporary Card valid for a period of three months. To receive a Temporary Card, an individual must present official photo identification and either a letter from an entity designated by the Library as a cooperating service agency agreeing to accept mail for the individual, or a piece of mail (postmarked within the past ten days) to prove receipt of mail at the designated address. Temporary Cards may be renewed upon verification of continued eligibility. A patron to whom a Temporary Card is issued may have checked out on the card no more than two items at any one time.

### 3. Internet-Only Card

Individuals who wish only to obtain Internet access at the Library may obtain an Internet-Only Card, regardless of the location of their residence. Such card may be issued only upon presentation of photo identification as described above and will be valid for one year from date of issuance and subject to renewal annually

upon presentation of photo identification. This card can only be used for Internet access within the Library.

4. Corporate Card

Business entities, nonprofit organizations and governmental agencies whose principal offices are located within the city limits may obtain a Corporate Card. Any officer of the business entity may apply for the card upon presenting photo identification and a business card, letter on company letterhead, or other documentation showing the applicant's status as an individual authorized to apply for the card on behalf of the business entity. A Corporate Card may be issued only after staff has verified that the applicant has approval to apply for the card on behalf of the business entity. The business entity will be financially responsible for fines and fees incurred through use of the card.

5. Non-Resident Card

An individual who does not meet the requirements for a Borrower's Card may obtain a Non-Resident Card upon the payment of an annual fee of \$75.00 and in-person presentation of official photo identification. The Non-Resident Card has the same privileges as a Borrower's Card and the annual payment of the non-resident fee by one individual in a household allows all other persons in that household to obtain a Non-Resident Card without the payment of an additional fee.

Non-resident senior citizens over the age of sixty-two may purchase a Non-Resident Card for an annual fee of \$20.00. Students who reside outside of Ada County but attend public or private schools (including higher education) within the geographical limits of the Boise School District may purchase a Non-Resident Card at the same rate as non-resident seniors. Cards purchased at the discounted rate shall be for the personal use of the individual cardholder only.

A full refund shall be given at any time during the year if the fee was charged in error. Refunds of fees for Non-Resident Cards shall otherwise be made on a pro-rata basis for the first nine months after the purchase of a non-resident card; no such refunds shall be given during the last three months of the non-resident year. Refunds of fees for Non-Resident Cards may be made as follows:

- when a business transfer takes the non-resident from the area;
- when Boise City annexes the non-resident's property into the city;
- when the non-resident moves into Boise City; or
- when new contractual arrangements with another library entitle the family to service without payment of non-resident fees.



Document Type: Regulation  
Number: 4.02b  
Effective: 03-01-11  
Revised: 10-13-2021  
06-01-2022

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### LIMITS ON BORROWING SERVICES

A cardholder may have up to 10 items from any of the following categories checked out at one time:

- Books on CD
- Holiday CDs
- All other CDs
- AV Kits
- DVDs
- Blu-rays

A cardholder may have up to 5 items from any of the following categories checked out at one time:

- Video Games
- eAudiobooks
- eBooks

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## FEES

Boise Public Library's core values include a commitment to intellectual freedom, ~~and~~ universal access, ~~innovation, and providing a world class experience~~ for all members of the community.

The Director or designee shall charge fees to help fund the replacement of materials that are lost or damaged and offset costs for document delivery.

The Board has established the following fees:

1. Lost or Damaged Items

If an item is lost or damaged, the patron shall pay a replacement ~~the acquisition~~ cost, ~~which may include plus~~ an additional fee for processing of the item. The Library will refund payment, less processing fees, for a lost item subsequently returned within ninety days after payment. Replacement copies will not be accepted in lieu of payment for lost or damaged materials.

2. Card Replacement

The Library will assess a \$2.00 fee to replace a lost card.

3. Document Delivery Fee – Special Collections

The Main Library provides a limited fee-based search service for selected Idaho Information deliverable through facsimile transmission, scanning, email or U.S. mail. Patrons will be invoiced for the charges or may pay the fees by credit card. The charges are as follows:

- \$5.25 for Idaho Statesman obituary and death notices delivered to patrons, limited to four obituaries and/or death notices per request.
- \$5.25 per article from the Idaho clipping files delivered to patrons, limited to four articles per request.
- \$1.25 per page from phone books and Boise city directories for a specific name/business during a specific year delivered to patrons, with a limit of five pages per request.

4. Document Delivery Fee – Other Collections

Patrons may request faxed copies from various other materials held at the Main Library related to reference and research purposes. The Library will fax free of charge up to 15 pages of material. Any fax consisting of 16 pages or more shall carry a flat charge of \$5.00, payable in advance by credit card.

#### 5. Holds Mail Delivery Fee

Patrons may request to have items placed on hold to be mailed to their home for a charge of \$2.00 per item.

The Library will assess a charge on checks that, for any reason, are not honored by the bank on which they are written, and which are returned unpaid to the Library. Such charge shall be equal to that made by the City of Boise for the same purpose and payment may not be made by personal check.

At the discretion of the Director or designee, the Library may engage the services of a collection agency to collect fees or to ensure the return of materials. In the event that the Library has need to use the services of a collection agency, a non-refundable fee of \$10.00 shall be added to the account and shall be paid in addition to any other fees/charges for lost/damaged materials or other charges which have been made to a patron's account.

The Library may pursue court action against patrons who refuse to return items to the Library.

Accounts with more than 20 items overdue or with lost materials will be prohibited from borrowing further physical materials until the overdue or lost items are returned or replacement charges have been paid. No physical materials will be loaned to patrons owing more than \$10.00 in fees, nor to any patron who has unresolved charges on an account referred to a collection agency.

# 2024-2029 Boise Public Library Strategic Framework for Impact

## Introduction

Libraries have always been part of the story of Boise.

The Boise Public Library traces its roots back nearly to the founding of the city when in 1895 the women of the Columbian Club opened a subscription library and free reading room in City Hall.

Since that first volunteer effort to bring books to a newly established city in a newly established state, the Library has grown with the community. We have continually evolved to meet community needs. Over the years, we have built new buildings and added locations. We added computers and the internet for staff and the public. We developed a website that allows access to digital materials with the click of a mouse. Every improvement, every new resource or tool, has been made to better serve the community we love in the place we call home.

Boise is experiencing another era of change. The Library created this Strategic Framework for Impact to make sure we continue to meet the needs and expectations of the community we serve. The resources and services we offer have changed and will continue to change. Our mission of providing access and opportunity remains constant. Our future – like our past – will focus on being the heart of the Boise community.

As Boise grows, so does the Library. We look forward to growing with you.

## Vision, Mission, and Values

**Vision** (Aspirations for the Library): Boise Public Library is where everyone in Boise goes to grow.

**Mission** (Our purpose and why we exist): Our mission is to provide access and opportunity for everyone by connecting people to ideas, information, and the community.

**Values** (What we believe in):

- We welcome and serve everyone.
- We provide information, services, and programs that are free and open to all.
- We create respectful, safe, and inspiring spaces for the entire community.
- We uphold the right to privacy and the freedom to read, seek, and hold different points of view.
- We adapt to emerging needs in our community.

## Strategic Framework for Impact

The Boise Public Library Strategic Framework for Impact includes four Strategic Priorities for 2024-2029: Expand Access, Increase Impact, Optimize Resources, and Measure Value.

### Strategic Priority: Expand Access

Make our collections, programs, and services available when, where, and how people want them.

The Boise Public Library is here to serve each of the more than 240,000 residents in our rapidly growing community. Boise includes people from a wide range of income levels, belief systems, and world views. The Library provides opportunities for every member of the community to learn and grow.

Boiseans see the collections – such as our books, videos, games, and magazines – as the cornerstone of the Library and want materials to reflect the growing diversity of Boise. This includes voices by and for marginalized groups, non-native English speakers, and refugee communities. Boise residents want comfortable, safe, and attractive spaces to gather and learn. They want staff to be approachable and responsive. Community members value being close to a library location and want to see equitable access across the city. To reach more residents and those who need it most, Boiseans require better information about Library services.

**Goal:** Ensure that every community member has access to library materials in a format that works for them.

- **Success means Boiseans benefit from** a robust digital and print collection and dynamic website that are responsive to community needs and reflective of diverse voices, beliefs, and interests.

**Goal:** Create library spaces that are accessible and welcoming to all.

- **Success means Boiseans benefit from** equitable access to comfortable, safe, and sustainable libraries in convenient locations.

**Goal:** Increase the number of people who are aware of and benefit from the variety of services the Library provides.

- **Success means Boiseans benefit from** a better understanding of how to access information, personal enrichment opportunities, and relevant community connections through the Library.

## Strategic Priority: Increase Impact

Create valuable experiences for every resident and meet their needs at every stage of life.

The Boise Public Library serves residents throughout their lives. The Library empowers people to positively shape their futures and the future of Boise. Boiseans want the Library to be inclusive in our efforts to serve everyone. Boiseans also want the Library to focus on areas where we can have the highest impact in serving the community.

Boise residents believe the Library should play a lead role in lifelong learning. We support education through the Library's collections, programs, and staff expertise. Supporting education also involves access to technology such as public computers, emerging technologies, and the internet. The Library serves as an essential place for personal and professional development.

Our community wants the Library to serve a supporting role as a central access point for community resources and organizations. Boiseans value the support the Library provides for those experiencing homelessness or mental health crises and those with less access to opportunities. City leaders and

partners see the Library collaborating with other organizations to facilitate better access to relevant services.

**Goal:** Elevate literacy and lifelong learning for Boise residents.

- **Success means Boiseans benefit from** a comprehensive approach to programs, activities, and technologies with learning outcomes for a variety of audiences.

**Goal:** Strengthen connections with community organizations.

- **Success means Boiseans benefit from** additional resources and experiences made possible by collaboration, outreach, and partnerships.

## Strategic Priority: Optimize Resources

Modernize, strengthen, and streamline our operational capabilities.

The Boise Public Library has five locations across Boise and 122 full-time equivalent staff. The Library provides a collection of more than 370,000 physical items. Our website offers access to digital materials and resources at home or on the go.

The Library's staff, culture, and systems are the foundation of our ability to serve the Boise community. Boiseans want the Library to continually assess how to maximize the use of our resources and expertise. The Library should ensure adequate staffing levels, provide training for staff on relevant services, and use technology to free up staff time for additional library user support.

**Goal:** Modernize operations to serve the community more efficiently.

- **Success means Boiseans benefit from** upgraded services informed by best practices in customer service, user experience, and library technology.

**Goal:** Invest in a highly trained and well-supported workforce.

- **Success means Boiseans benefit from** Library staff with the relevant skills and knowledge to serve community members, backed by a strong support structure.

## Strategic Priority: Measure Value

Establish impact and performance metrics and use data for decision-making.

The Boise Public Library provides services and programs to inspire, inform, and connect our community. To enhance our impact, we need to continually evaluate our offerings and their usage. This assessment includes ongoing community feedback. By using data and community input, we can better understand the evolving needs of our growing city. We can make sure that our programs and services are responsive and effective.

Boiseans expect a library that improves and innovates. Creating and reporting on key performance metrics will enable the Library to communicate our value to stakeholders.

**Goal:** Measure and communicate the impact of the Library on the Boise community.

- **Success means Boiseans benefit from** improved services based on data-driven decisions and a greater awareness of the Library's vital role in the community.

**Goal:** Collect, evaluate, and utilize community feedback.

- **Success means Boiseans benefit from** ongoing opportunities to participate in the Library’s commitment to listening to and learning from stakeholders and community members.

## How We Listened

The Boise Public Library made it a priority to hear from the community in developing our strategic direction. We are grateful for the response we received because we strive to better serve our community. We collaborated with consultants to reach out to Boise residents – both Library users and non-users. We interviewed a variety of public and community-based organizations. We involved Boise Public Library and City of Boise leadership. We included Library staff at all levels. We asked about experiences with the Library, the role of public libraries, and unique opportunities and challenges in Boise. This engagement is the foundation of our Strategic Framework for Impact.

### **Engagement and Information Gathering** (May 2022-August 2022)

- 2,346 responses to the Community Survey (English and Spanish, online and on paper)
- 104 responses to the Boise Public Library Staff Survey
- 45 interviews with key stakeholders and community partners
- 9 outreach events to speak with residents
- 7 Community Listening Sessions (virtual and in-person)
- 6 weeks of on-site activities for the public
- 5 Boise Public Library Staff Listening Sessions (virtual and in-person)

### **Analysis of Community Data and Research** (September 2022- December 2022)

- Local and national issues and demographics research
- Peer benchmarking with 14 local and national peer libraries
- Analysis of community, staff, and stakeholder feedback
- Summary of findings

### **Planning and Developing the Strategic Framework for Impact** (January 2023-June 2023)

- Mission, Vision, and Values statements
- Strategic Priorities and Goals
- Implementation structure
- Strategic Framework for Impact

### **Final Review and Implementation** (July 2023-October 2023)

- Strategic Framework for Impact shared with Boise community and partners
- Structure and support for implementation finalized
- Implementation of 5-year Strategic Plan begins

Over forty Boise Public Library and City of Boise staff members served on the Steering Committee or one of four work groups to help shape the strategic plan project.

## Next Steps

The Strategic Framework for Impact will guide the Boise Public Library's efforts for the next five years. This framework will help ensure we meet the needs of the community. It will help us prioritize our work and better report to the community on our results. It will both inspire us and hold us accountable.

We expect to learn and adjust over the next five years. Our internal implementation plan features the development of annual work plans with specific Objectives and Actions and ways to measure our success.

We will regularly report to the public, the Board of Trustees, City Council, and staff on how we use budget and resources. We will provide annual updates to the community of our progress on the Strategic Priorities.

We look forward to the next chapter of the Boise Public Library!

## Boise Public Library and the City of Boise

As one of sixteen departments in the City of Boise, we will continue to collaborate with city leadership and other departments to achieve the Boise Public Library's Strategic Priorities. Our efforts align with the city's vision, mission, values, strategic priorities, and budget processes.

**City of Boise Vision:** Creating a City for Everyone.

**City of Boise Mission:** The City of Boise will create a city for everyone by embracing our community in the decision-making process; innovating and investing to protect our environment; and ensuring a thriving local economy that benefits all.

**City of Boise Values:**

- One City, One Team – For the Greatest Good
- Community Experience with 'WOW'
- There's Nothing We Can't Do Better

**City of Boise Strategic Priorities**

- A Safe and Healthy City for Everyone
- A Home for Everyone
- Movement for Everyone
- A Clean City for Everyone
- Opportunity for Everyone
- Engaging Everyone

**City of Boise Budget:** The Boise Public Library is primarily funded by tax dollars through the City of Boise's General Fund, amounting to approximately 5% of the total General Fund.



# Boise Public Library

## FY 2023 Interim Budget Changes (IBC)

### June 14, 2023

Interim budget change (IBC) items are off-cycle requests to adjust current budget and are vetted through the following process:

1. Department identifies need and submits request to the Budget Office
2. Budget Office performs necessary due diligence, prepares narrative, and sends to Mayor’s Office
3. Mayor’s Office reviews requests and places on Executive Management Team (EMT) agenda
4. EMT offers final recommendation for City Council approval

#### 1. Library (Capital Fund) – Downtown Library Enterprise Portfolio Projects: \$655,000 (one-time)

The three projects identified below were approved by the Library Board on April 12, 2023 and by City Council on May 9, 2023 as an IBC. After further consideration by accounting and project management staff, it was determined that the newly appropriated funds should not be placed in three new capital improvement projects (CIPs) activities. Instead, the three projects closely align with two existing Library projects: Library System Planning, a CIP, and Library Remodels a major repairs and maintenance project (MRM). This item is to document that the \$655,000 of budget will be added to these two existing activities, not three new CIP projects.

- *1<sup>st</sup> Floor Renovations: \$600,000.* This budget will be added to the Library Remodels project, which is part of the deferred maintenance projects at the Downtown Library.
- *Main Library Space Study: \$30,000.* This budget would be added to the Library System Planning project, which is a collection of studies evaluating facility, programmatic, and strategic needs for the Library.
- *4<sup>th</sup> Floor Renovations: \$25,000.* This budget would also be added to the Library Remodels project.

Source/Use	Fund	Dept/Org	Acct. Type	Current Budget	Proposed Budget	Budget Change Amount
Source	Capital	Library	CIP – Downtown Library Space Study	\$30,000	-	(\$30,000)
Source	Capital	Library	CIP - Downtown Library-1 <sup>st</sup> Floor Renovation	\$600,000	-	(\$600,000)
Source	Capital	Library	CIP – Downtown Library-4 <sup>th</sup> Floor Renovation	\$25,000	-	(\$25,000)
Use	Capital	Library	MRM – Library Remodels	\$200,000	\$825,000	\$625,000
Use	Capital	Library	CIP-Library System Planning	\$275,000	\$305,000	\$30,000

# Library Board – FY24 Budget



## **AGENDA:**

- ✓ **Budget Preparation - Overview**
- ✓ **FY24 Annual Budget – Milestones**
- ✓ **FY24 Budget information - High Level & Trends**
  - ✓ **General Fund – Annual Operating**
  - ✓ **Heritage Fund – Library Donations & Integrated Library System**
  - ✓ **Capital Fund**

## BUDGET PREPARATION - OVERVIEW

- Through its annual budget process, the Boise Public Library as part of the City of Boise builds a balanced budget.
- Throughout the process, city departments work to ensure funding for the next fiscal year aligns with strategic priorities and provides impact to the community.
- The annual budget process does not reset the entire budget for the Library.
  - Instead, the exercise ensures sufficient funds are available to support planned/ongoing costs, analyzes and adjusts costs for ongoing services, and resolves differences between anticipated revenues and expenses.

## FY24 ANNUAL BUDGET – MAJOR MILESTONES

Feb 14	Level Set meeting with Director and Mayor’s Office
Apr 10	Budget website available for public input
Apr 12	Library Board of Trustees overview of budget process
Apr 18	FY24 Preliminary Forecast to City Council
May 23	City Council budget workshop #1
Jun 14	Library Board reviews budget with motions to approve
Jun 16	Budget document released
Jun 27	City Council budget workshop #2
Jul 11	Public Hearing on FY24 budget
Aug 29	City Council budget adoption
Oct 1	FY24 begins



## LIBRARY BUDGET

- The Library's budget consists of three funds:
  - General Fund
  - Heritage Fund – Library Donations & Integrated Library System
  - Capital Fund
- The Library is primarily funded from the General Fund by property taxes.

## GENERAL FUND – ANNUAL OPERATING BUDGET

- The General Fund is primarily from Tax Support
- Annual operating budget covers regular costs to run the business for one fiscal year
- At fiscal year end the unspent budget does not carry over to the next year

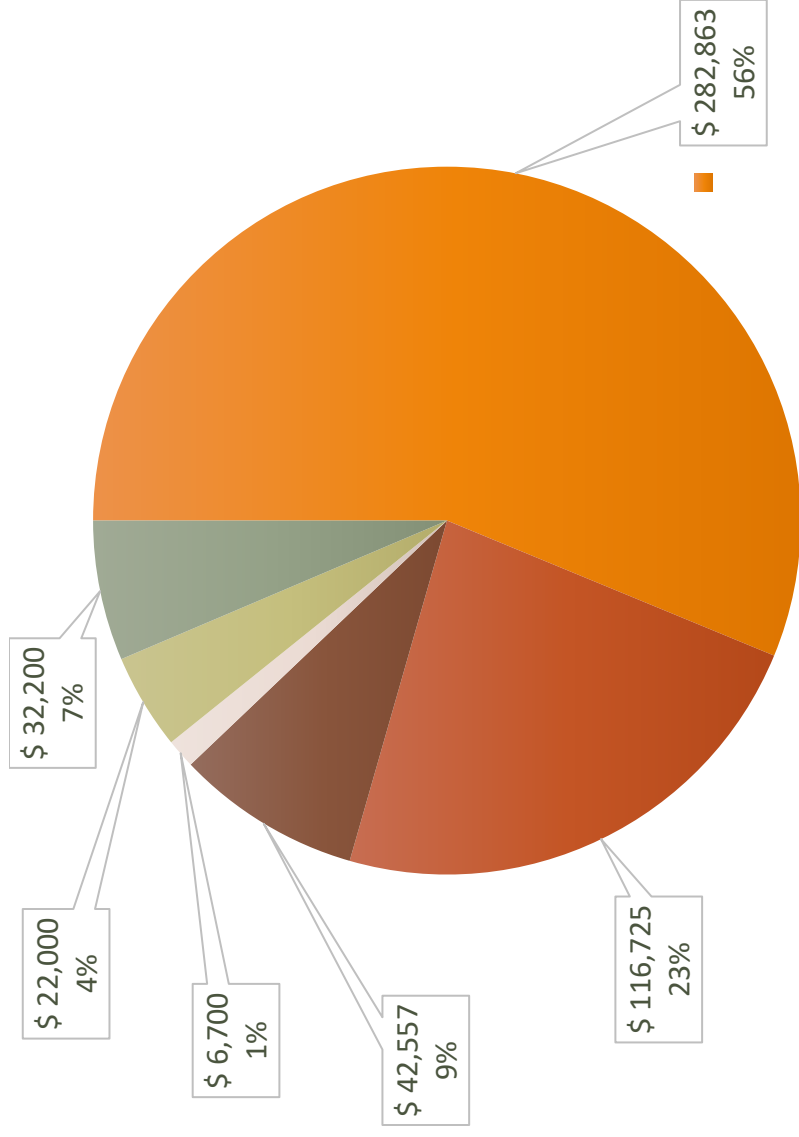
## TRENDS WITH REVENUE

- Library Operating Revenue is \$503k, with the top three drivers:
  - Cost recovery from the Lynx Consortium members for system share being the biggest portion of Library Revenue, at \$283k
  - Courier revenue charge to Consortium members is \$117k
  - Misc. Revenue from recovery of lost and damaged materials budget is at \$32k



# FY24

## Library Operating Revenue Totals \$503k



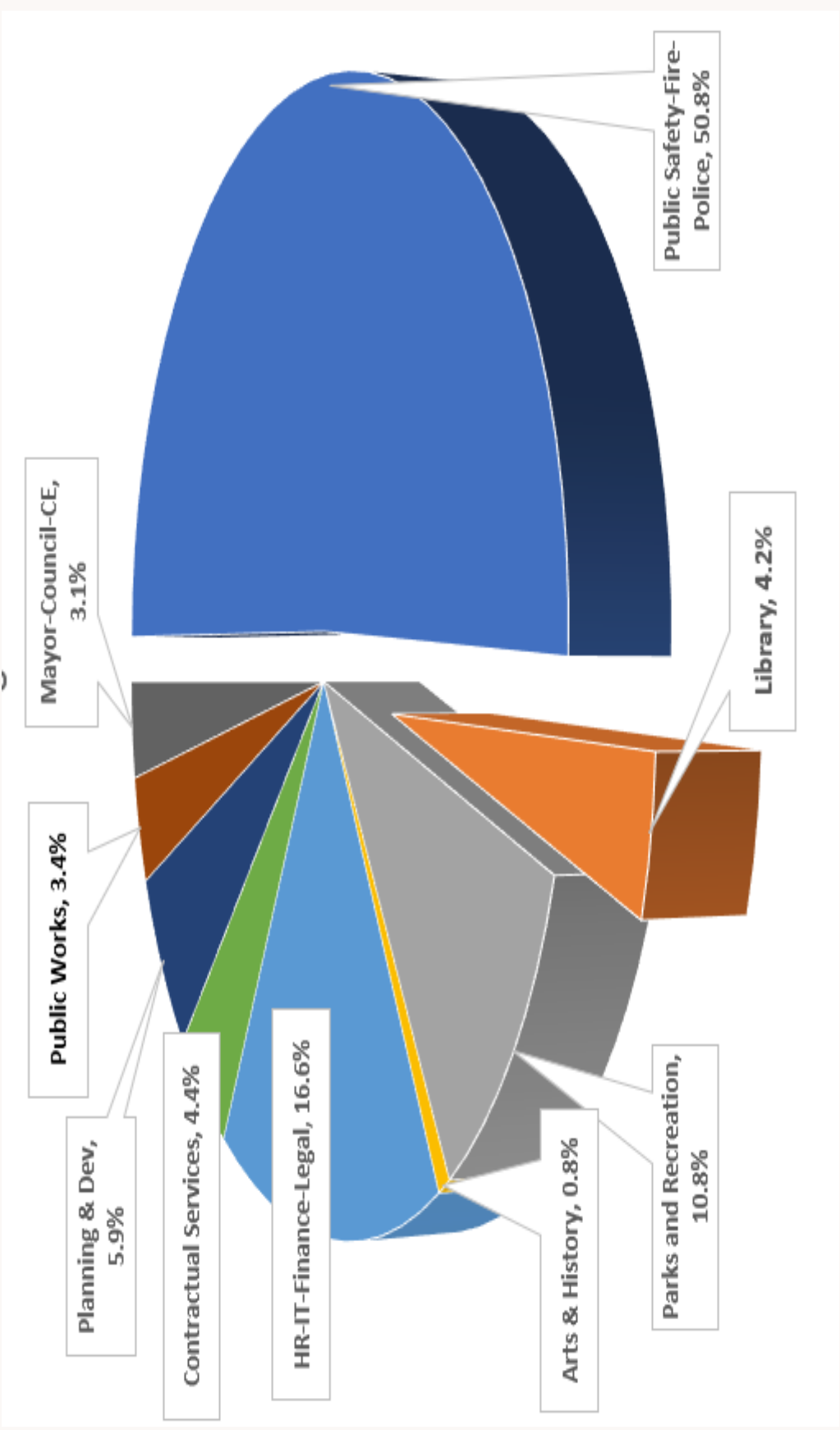
- System Cost Share
- Courier
- Dept Revenue
- Other Revenue
- Internal Charges

## TRENDS WITH ANNUAL OPERATING EXPENSE BUDGET

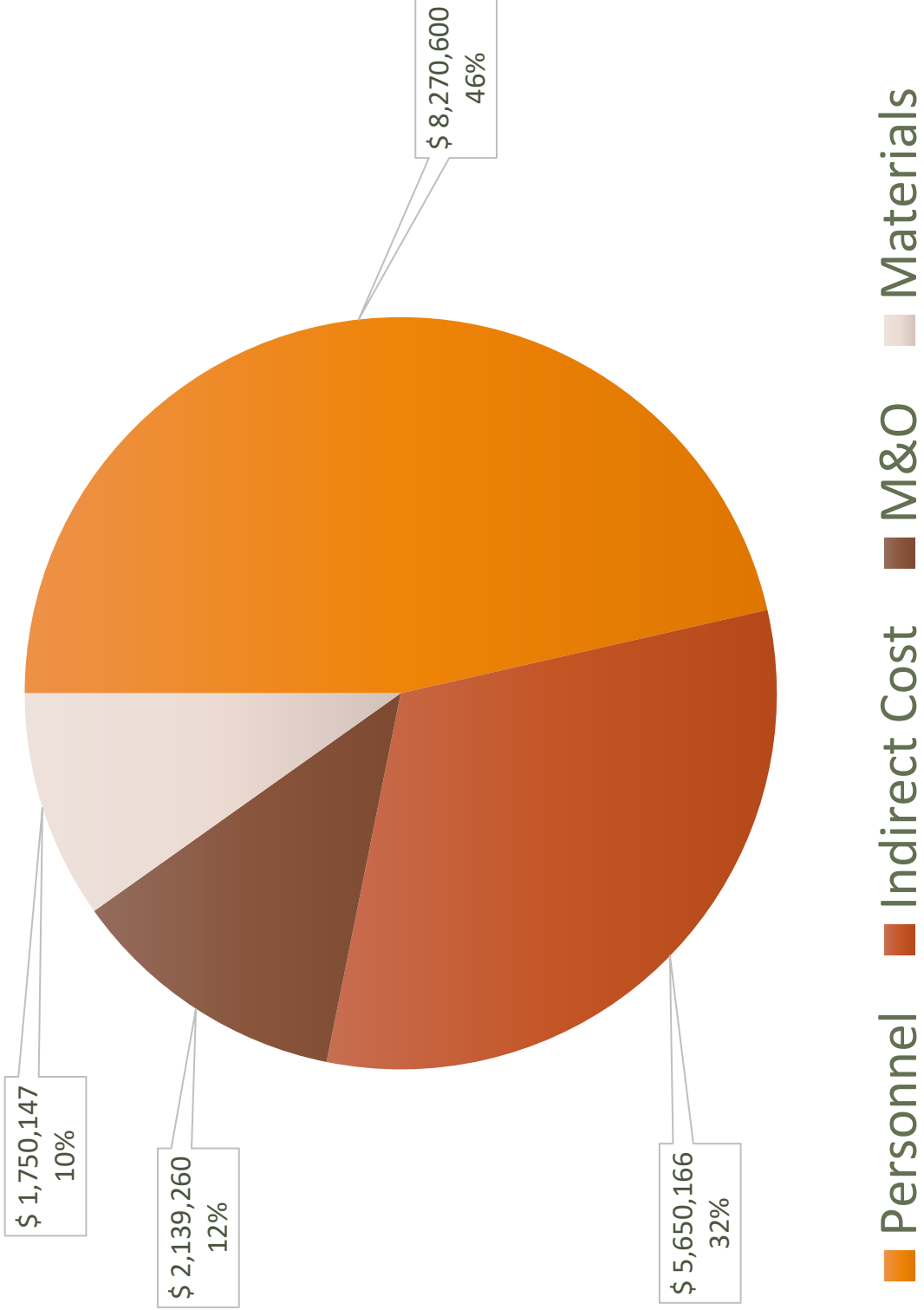
- Library portion of the City's General Fund is 4.2%
- Library Total Operating Expense is \$17.81mil in these categories:
  - Personnel \$8.27mil
  - Indirect Cost \$5.65mil
  - Operating \$2.139mil
  - Materials \$1.75mil
- There was a 1.5% reduction target across all city departments
- \$90k Additional budget was requested for Library Program Support
- \$150k Additional budget was requested for Library Materials

# FY24 CITYWIDE GENERAL FUND DEPARTMENT EXPENSES

## LIBRARY PORTION IS 4.2%



# FY24 Library Operating Expense Budget Totals \$17.81mil



## PERSONNEL

- Total Personnel Budget is the biggest portion of the Operating Expense budget at \$8.27mil

The FY24 budget proposal for council's consideration includes the following for general employees:

- 3.5% base increase
- 3% merit one-time incentives
- No additional employee costs for health insurance
- Enhanced leave benefits and new benefits for adoption and bilingual pay
- 1 additional FTE requested for a Library Data Analyst

# FY24 INDIRECT COST BUDGET BY SERVICE AREA IS \$5.65 MIL

## Greatest Value:

- IT \$1.8mil
- Depreciation \$1.55mil
- Facility Maintenance \$1.04mil
- HR-Recruiting-Payroll \$476k
- DFA Combined \$259k

Row Labels	Sum of FY24 BUDGET
Accounting-Finance	174,386
Budget Office	47,606
City Council	19,834
Community Engagement	128,308
Depreciation	1,553,592
Facility Maintenance	1,037,185
HR-Recruitment-Payroll	476,349
Information Technology	1,799,795
Internal Audit	16,738
Legal	126,976
Mayor's Office	155,535
Print and Mail	11,236
Purchasing	3,853
Security	76,984
Treasury-Investments	21,787
<b>Grand Total</b>	<b>5,650,166</b>

## TRENDS WITH INDIRECT SERVICES

- In prior years, the budget used to be in the Library for the functional areas listed below. Now oversight and budget is managed by the central department:
- Financial Support
- PCs and Laptops
- Building Maintenance
- Security Services

# TRENDS WITH MATERIALS

Materials	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
Adult Materials	642,110	583,339	643,149	514,362	364,973	403,800	361,148
Youth Materials	309,921	314,506	364,019	319,668	287,121	415,698	322,900
Digital Materials	241,860	236,877	193,872	343,713	661,362	759,499	1,046,899
Periodicals	39,562	37,237	30,740	231,344	132,557	14,400	9,700
Microforms	10,408	8,877	8,701	9,005	9,141	9,500	9,500
<b>Materials Sub-Total</b>	<b>1,243,861</b>	<b>1,180,835</b>	<b>1,240,481</b>	<b>1,418,092</b>	<b>1,455,154</b>	<b>1,602,897</b>	<b>1,750,147</b>

- Shift to increase Digital Materials is tied to customer demand
- Inflation related to materials is a watch item for on-going conversation



## HERITAGE FUND

- Library Donations
- Contributions and Expenses are tracked by designated purpose
- Integrated Library System (ILS)
  - System replacement, upgrade or growth fund
- Remaining balance is carried over from year to year

# HERITAGE FUND BUDGET FOR FY24

Library Donations	Integrated Library System (ILS)	FY 24 Budget	FY 24 Budget
Revenue	Revenue	152,500	54,087
Expense	Expense	200,000	50,000
<b>Net Budget</b>	<b>Net Budget</b>	<u>47,500</u>	<u>(4,087)</u>

## CAPITAL FUND - PRIMARILY FROM TAX SUPPORT

- Capital Improvement Projects (CIP)
- Major Repairs and Maintenance (MRM)
- Major Equipment (MEQ)
- For open and on-going projects, the unspent balance is requested for a rebudget after fiscal year end

# CAPITAL FUND REQUEST FOR FY24

<p><b>Library Department Fund Detail</b></p> <p><b><u>Major Equipment</u></b>          Furniture Replacement          Disc Polisher          Shelving Replacement  <b>Total Major Equipment</b></p> <p><b><u>Major Repair &amp; Maintenance</u></b>          Main / Downtown          Other (Carpet, Paint, Etc.)  <b>Total Major Repair &amp; Maintenance</b></p> <p><b><u>Capital</u></b>          Strategic Plan: Library Facilities Plan and Staffing Assessment  <b>Total Capital</b></p> <p style="text-align: right;"><b>Total Capital Projects Fund</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9e1f2;">2024</th> </tr> </thead> <tbody> <tr> <td>100,000</td> </tr> <tr> <td>20,000</td> </tr> <tr> <td>150,000</td> </tr> <tr> <td style="border-top: 1px solid black;"><b>270,000</b></td> </tr> <tr> <td> </td> </tr> <tr> <td>3,700,000</td> </tr> <tr> <td>40,000</td> </tr> <tr> <td style="border-top: 1px solid black;"><b>3,740,000</b></td> </tr> <tr> <td> </td> </tr> <tr> <td>300,000</td> </tr> <tr> <td style="border-top: 1px solid black;"><b>300,000</b></td> </tr> <tr> <td style="border-top: 3px double black;"><b>4,310,000</b></td> </tr> </tbody> </table>	2024	100,000	20,000	150,000	<b>270,000</b>		3,700,000	40,000	<b>3,740,000</b>		300,000	<b>300,000</b>	<b>4,310,000</b>
2024														
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<b>4,310,000</b>														



**Questions?**

## TRANSPARENCY OF CITYWIDE BUDGET AND FINANCIALS

- After the final adoption of the budget information will be made available in two places:
- City of Boise web site: <https://www.cityofboise.org/>
  - Click on Departments in the upper right
    - Select Finance and Administration
      - Budget and Financial Management
        - Budget Library contains citywide budget information
        - Annual Comprehensive Financial Report Library contains the ACFR

- Open Book link: <https://cityofboise.openbook.questica.com/>

**General Fund-101  
Library Department  
Fund Summary**

	2020		2021		2022		2023		2024	
	Actual		Actual		Actual		Budget	Actual	Budget	Proposed Budget
<b>Revenue</b>										
308001-IOLS	69,128	-	-	-	-	-	-	-	-	-
308002-Replacement Cards	770	624	2,699	1,750	1,553	1,777	1,750	1,553	1,777	1,777
308003-System Share	147,589	165,659	211,178	279,600	105,453	282,863	279,600	105,453	282,863	282,863
308004-Non Resident Fees	3,278	3,109	7,339	6,000	4,346	6,642	6,000	4,346	6,642	6,642
308005-Interlibrary Loan	15	203	5	200	41	203	200	41	203	203
308006-Materials Recovery	10,853	5,202	5,067	23,750	3,296	24,107	23,750	3,296	24,107	24,107
312003-Courier	76,245	96,057	121,050	115,000	38,788	116,725	115,000	38,788	116,725	116,725
318005-Printing & Copy Charges	15,607	6,733	21,643	14,000	15,806	22,000	14,000	15,806	22,000	22,000
320006-Overdue Books	30,062	14,955	7,450	6,450	4,004	6,700	6,450	4,004	6,700	6,700
323007-Facility Rental	101	657	2,915	9,230	4,645	9,828	9,230	4,645	9,828	9,828
325002-State Operation Grants	1,296	-	-	-	-	-	-	-	-	-
325011-Fed Pandemic Grant-Operational	116,308	-	-	6,000	6,393	-	6,000	6,393	-	-
328001-Donations	36,669	-	-	-	-	-	-	-	-	-
329001-Miscellaneous Revenue	10,081	15,505	39,858	20,500	25,335	32,200	20,500	25,335	32,200	32,200
329008-Surplus Sales Non-Asset	854	109	-	-	-	-	-	-	-	-
333200-Fund Balance-Prior Year	1,483,580	9,938	-	-	-	-	-	-	-	-
333999-IGR Transfers	12,591,126	12,669,123	-	-	-	-	-	-	-	-
397001-Other Financing Sources	3,000	-	5,829	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>14,596,562</b>	<b>12,987,873</b>	<b>425,032</b>	<b>482,480</b>	<b>209,659</b>	<b>503,045</b>	<b>482,480</b>	<b>209,659</b>	<b>503,045</b>	<b>503,045</b>

**Expenditures**

**Personnel**

511101-Salaries	4,089,402	4,029,027	4,387,719	4,849,161	3,154,536	5,262,743	4,849,161	3,154,536	5,262,743
511109-Flex Rewards	88,278	89,962	87,334	94,923	33,675	104,743	94,923	33,675	104,743
513001-Overtime	6,355	4,135	4,096	5,804	1,259	5,799	5,804	1,259	5,799
516001-Temp & Recreation Wages	10,672	13,956	82,970	161,305	65,935	161,544	161,305	65,935	161,544
517001-Department Recognition	10,623	7,599	11,568	11,871	3,933	13,166	11,871	3,933	13,166
517004-Bonus Grocery Certs	7,398	6,534	-	57,327	-	-	57,327	-	-
517005-Nonbase Pay	108,602	98,886	225	119,405	124,607	157,112	119,405	124,607	157,112
521001-FICA	323,130	319,013	340,812	380,929	253,381	428,884	380,929	253,381	428,884

**General Fund-101  
Library Department  
Fund Summary**

	2020		2021		2022		2023		2024	
	Actual		Actual		Actual		Budget	Actual	Proposed Budget	
522001-PERSI Retirement	458,896		463,569		503,478		552,048	378,965	595,706	
525005-Union Medical Dental	-		-		18		-	-	-	
525050-Long Term Disability Insurance	3,300		3,253		3,730		3,284	2,546	3,274	
525100-Life Insurance	4,003		3,965		4,099		4,131	2,560	4,133	
525201-Benefit Credit-Medical	902,906		901,038		1,004,972		1,102,980	703,708	1,417,580	
527001-Deferred Comp 457 Match	21,949		18,912		18,921		16,780	15,852	25,037	
527002-PERSI 401k Match	39,631		41,769		52,869		61,053	39,190	66,809	
529016-PEHP-General	22,763		30,241		28,520		22,639	21,762	24,070	
<b>Total Personnel</b>	<b>6,097,907</b>		<b>6,031,861</b>		<b>6,531,332</b>		<b>7,443,640</b>	<b>4,801,910</b>	<b>8,270,600</b>	

**Maintenance and Operations**

531001-Office Supplies	10,076		10,566		14,789		15,825	7,501	15,425
531002-Program Supplies	321		-		-		-	-	-
532001-Special Department Supplies	53,037		21,463		22,039		21,850	10,495	23,650
532031-Processing Supplies	19,003		24,367		17,057		20,000	8,092	20,000
532045-Cleaning Supplies	30,245		13,580		17,448		44,800	1,029	17,300
534001-Minor Equipment	33,675		110,416		85,937		33,100	20,761	59,150
534002-Minor Software	138		-		-		-	-	-
534201-PCs/Laptops/Tablets	114,358		-		-		-	-	-
535001-Motor Fuels	8,553		11,579		15,073		15,750	6,878	16,223
536001-Postage	289		16		33		200	6	-
537001-Books	-		46		-		-	-	-
537011-Professional Materials	554		314		705		1,150	947	1,050
537013-Book Binding	5,339		6,296		4,523		7,000	1,653	4,500
537014-Digital Materials	193,872		343,713		652,142		759,499	420,500	1,046,899
539001-Uniform/Clothing	-		-		-		-	-	1,000
540001-Travel/Meetings	7,357		2,103		7,790		19,550	12,247	25,000
540004-Motor Pool Charges	35		-		-		-	148	-
540005-Personnel Training	8,991		7,342		21,944		26,450	9,627	15,000
540008-Dues and Subscriptions	18,320		14,141		34,404		41,925	36,883	41,925
540011-Memberships	-		-		72		-	-	-



**General Fund-101  
Library Department  
Fund Summary**

	2020		2021		2022		2023		2024	
	Actual		Actual		Actual		Budget	Actual	Proposed Budget	
540012-Meetings & Transportation	2,816		495		467		3,000	227	1,000	
540014-Mileage Reimbursement	-		57		190		150	255	650	
541000-Professional Services Budget	36,305		3,148		589		5,000	771	-	
541002-Financial	-		-		64		-	-	-	
541009-Marketing/Public Relations	1,479		75		500		-	47	-	
541010-Artists/Graphic Design	-		-		975		-	-	-	
541017-Translating/ASL/Braille	-		-		523		-	83	500	
542002-Advertising	4,503		1,221		106		900	-	-	
542003-Promotions	-		800		1,283		5,500	-	5,500	
542007-Print/Bind	369		-		80		-	-	-	
542008-Janitorial Services	207,644		222,256		222,639		-	-	-	
542009-Alarm Monitor	2,262		1,819		2,423		-	-	-	
542015-Miscellaneous Services	599,175		599,471		600,153		604,230	56,636	604,750	
542020-Program Cost	37,501		30,698		31,669		65,699	41,561	159,908	
542022-Recruitment	12,615		7,000		-		-	-	-	
542027-Bibliographic Utility	16,315		16,325		18,119		18,150	1,499	20,150	
542028-IOLS Fund	354		-		-		-	-	-	
542029-Collection Fees	7,339		-		-		18,000	-	-	
542030-Interlibrary Loans	1,255		1,387		3,998		3,000	695	1,000	
542044-Contract Labor	81,301		2,331		14,896		-	-	-	
543001-Fees/Assessments	9		9		62		-	12	-	
543003-Credit Card Fees	12,310		9,785		11,719		16,250	7,944	15,750	
543005-Licenses	9,043		9,486		11,137		9,800	5,565	6,300	
546020-Risk Management	76,701		74,936		78,170		81,929	81,929	127,610	
546021-Workers Compensation Insurance	18,502		20,766		21,965		13,599	13,599	14,375	
552001-Tele/Commun	27,096		35,968		38,136		27,951	12,383	27,951	
552003-Power	103,448		110,133		125,551		-	-	-	
552004-Gas	9,765		11,369		13,004		-	-	-	
552005-Water	7,312		6,435		9,718		-	-	-	
552006-Sewer	511		514		570		-	-	-	
552008-Trash/Sewer/Geo	22,131		21,410		20,980		-	327	-	

**General Fund-101  
Library Department  
Fund Summary**

	2020		2021		2022		2023		2024	
	Actual		Actual		Actual		Budget	Actual	Proposed Budget	
552012-Cellular Phones	3,153		4,282		3,831		1,400	1,844		2,480
552018-Internet	3,553		446		-		-	-		-
552023-Cell Phone Stipend	1,665		910		-		1,500	440		1,170
554001-Rent Equipment	-		289		-		-	-		-
554002-Rent Building or Land	422,848		420,588		432,557		435,000	354,928		468,000
554007-Lease Payments	-		-		-		-	9,107		-
556001-Software/System Maintenance	246,263		239,882		289,709		380,600	266,455		396,943
559001-R/M Structural/Electrical/Plum	167,389		227,613		204,778		58,322	11,555		13,000
559002-R/M Landscape/Irrigation	38,823		37,702		48,323		-	-		-
559009-R/M Paint/Signage	-		-		1,192		-	-		-
561001-R/M Vehicle	96		-		-		100	-		-
561003-R/M Fleet Services	8,676		7,817		16,684		6,900	1,763		7,000
561008-R/M Other Equipment	-		-		-		-	-		1,000
564105-Indirect Cost Reimbursement	2,535,653		2,641,937		3,801,635		4,157,345	3,703,704		5,650,166
564110-Print & Copy Services	25,421		31,779		21,562		27,000	13,698		24,000
566101-Bad Debt Expense	-		-		80		-	-		-
566115-Cash Over/Short	49		38		(169)		-	(12)		-
<b>Total Maintenance and Operations</b>	<b>5,255,811</b>		<b>5,367,117</b>		<b>6,943,821</b>		<b>6,948,424</b>	<b>5,123,781</b>		<b>8,836,325</b>
581002-Adult Materials	643,149		514,297		364,973		403,800	262,308		361,148
581004-Brown Trust/Large Print	-		65		-		-	-		-
581005-Microforms	8,701		9,005		9,141		9,500	9,416		9,500
581007-Youth Materials	364,019		319,668		287,121		415,698	170,762		322,900
581009-Periodicals	30,740		231,344		132,557		14,400	9,374		9,700
595001-Transfer Out	1,414,595		1,544		15,883		15,883	15,883		-
<b>Total Expenditures</b>	<b>13,814,923</b>		<b>12,474,899</b>		<b>14,284,829</b>		<b>15,251,345</b>	<b>10,393,435</b>		<b>17,810,173</b>
<b>Net Surplus/(Shortfall)</b>	<b>781,639</b>		<b>512,974</b>		<b>(13,859,797)</b>		<b>(14,768,865)</b>	<b>(10,183,776)</b>		<b>(17,307,128)</b>

**Heritage Fund-210  
Library Department  
1690-Library Donations**

	2020		2021		2022		2023		2024	
	Actual		Actual		Actual		Budget	Actual	Proposed Budget	
<b>Revenue</b>										
309009-Event Fees	-		-	4,500	-	-	-	-	-	-
309021-Sponsorships	-		-	5,000	-	-	-	-	-	-
325002-State Operation Grants	-		5,704	-	-	-	-	-	-	-
325011-Fed Pandemic Grant-Operational	-		-	-	-	30,000	(4,762)	-	-	-
328001-Donations	-		67,736	170,388	-	90,000	52,966	-	150,000	-
329001-Miscellaneous Revenue	-		-	-	-	-	69	-	-	-
340001-Interest Income	-		2,550	2,390	-	2,550	1,918	-	2,500	-
<b>Total Revenue</b>	-		<b>75,990</b>	<b>182,278</b>	-	<b>122,550</b>	<b>50,191</b>	-	<b>152,500</b>	-

**Expenditures**

**Maintenance and Operations**

517001-Department Recognition	-		-	-	-	-	1,879	-	-	-
532001-Special Department Supplies	-		720	190	-	5,000	2,494	-	5,000	-
534001-Minor Equipment	-		-	7,552	-	-	-	-	8,000	-
537014-Digital Materials	-		-	9,220	-	-	10,204	-	10,000	-
540005-Personnel Training	-		-	600	-	-	(600)	-	-	-
540008-Dues and Subscriptions	-		980	-	-	-	-	-	-	-
540011-Memberships	-		27,000	-	-	9,000	-	-	27,000	-
541017-Translating/ASL/Braille	-		-	99	-	-	-	-	-	-
542020-Program Cost	-		38,105	99,717	-	80,000	9,547	-	100,000	-
543005-Licenses	-		12,435	-	-	-	-	-	-	-
559001-R/M Structural/Electrical/Plum	-		488	-	-	-	-	-	-	-
<b>Total Maintenance and Operations</b>	-		<b>79,728</b>	<b>117,377</b>	-	<b>94,000</b>	<b>23,525</b>	-	<b>150,000</b>	-

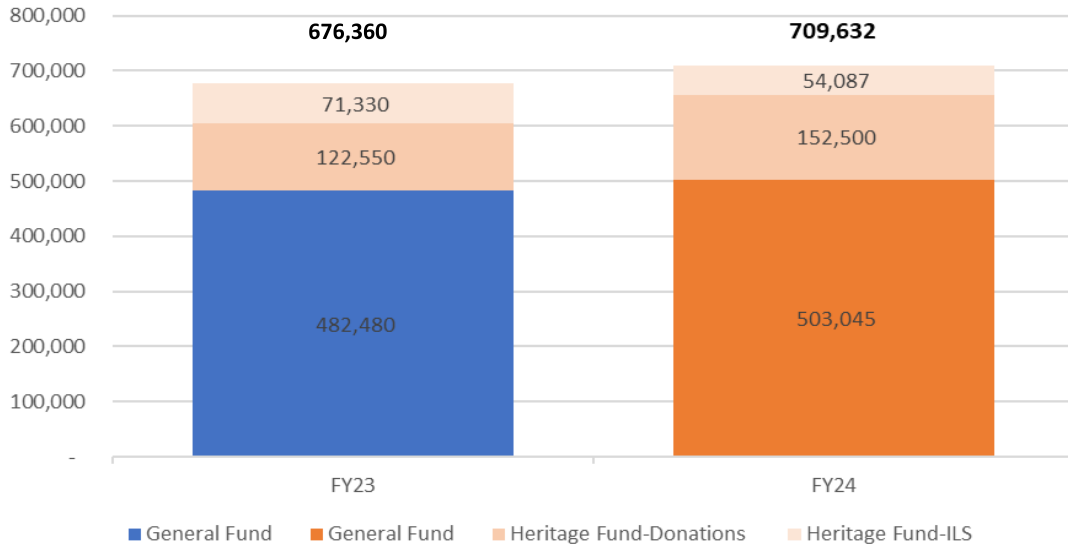
581003-MCA AS Books	-		-	-	-	-	4,381	-	-	-
581004-Brown Trust/Large Print	-		-	-	-	-	3,390	-	-	-
581007-Youth Materials	-		-	-	-	-	101	-	-	-
581008-MCA YS Books	-		-	9,754	-	53,000	43,562	-	50,000	-
<b>Total Expenditures</b>	-		<b>79,728</b>	<b>127,132</b>	-	<b>147,000</b>	<b>74,958</b>	-	<b>200,000</b>	-

<b>Net Surplus/(Shortfall)</b>	-		<b>(3,738)</b>	<b>55,146</b>	-	<b>(24,450)</b>	<b>(24,767)</b>	-	<b>(47,500)</b>	-
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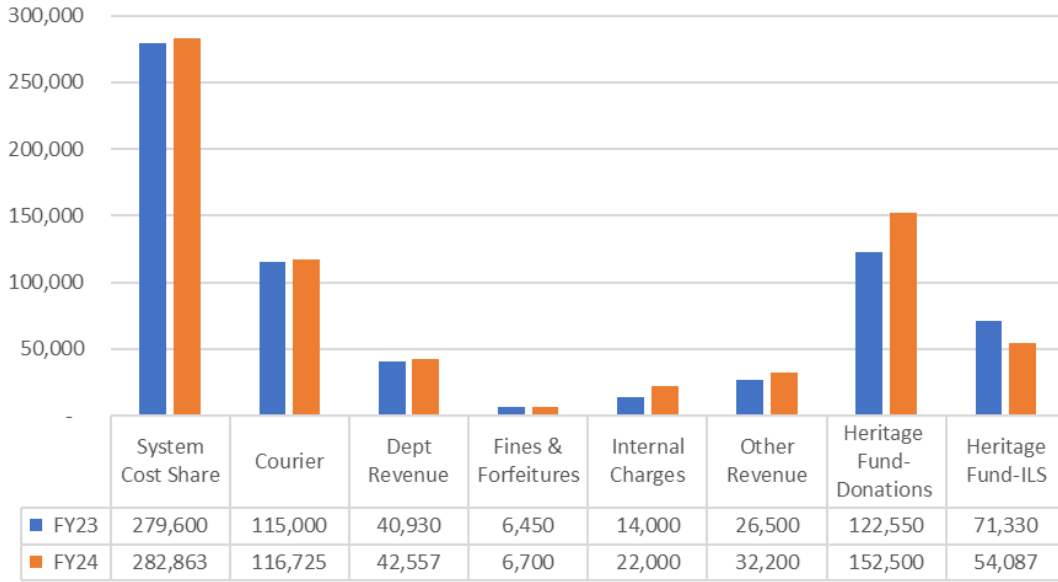
**Capital Projects Fund-402  
Library Department  
Fund Summary**

	2020		2021		2022		2023		2024
	Actual		Actual		Actual		Budget	Actual	Proposed Budget
<b>Revenue</b>									
329001-Miscellaneous Revenue	461	-	-	-	-	-	-	-	-
334001-Transfer In	-	11,021	11,021	280,000	-	-	-	-	-
341001-Asset Sales	-	-	-	14,338	-	-	-	-	-
<b>Total Revenue</b>	<b>461</b>	<b>11,021</b>	<b>11,021</b>	<b>294,338</b>					
<b>Expenditures</b>									
<b>Maintenance and Operations</b>									
534001-Minor Equipment	16,975	32,416	32,416	74,985	125,543	206,738	100,000		
541000-Professional Services Budget	36,693	39,291	39,291	286,258	93,203	386,503	300,000		
543005-Licenses	2,388	-	-	-	-	-	-		
556001-Software/System Maintenance	43,646	-	-	-	-	-	-		
559000-R/M Buildings & Grounds Budget	-	-	-	-	1,700,153	-	40,000		
559001-R/M Structural/Electrical/Plum	142,694	689	689	164,539	-	74,595	-		
559008-R/M Street Lights	248	-	-	-	-	-	-		
564100-Cross Charges	4,855	14,845	14,845	38,604	-	6,463	-		
<b>Total Maintenance and Operations</b>	<b>247,499</b>	<b>87,241</b>	<b>87,241</b>	<b>564,386</b>	<b>1,918,899</b>	<b>674,299</b>	<b>440,000</b>		
581001-Major Equipment	66,072	53,959	53,959	44,036	633,670	211,732	170,000		
600000-Capital Projects	46,277	33,404	33,404	25,836	1,771,741	935,629	3,700,000		
<b>Total Expenditures</b>	<b>359,848</b>	<b>174,604</b>	<b>174,604</b>	<b>634,258</b>	<b>4,324,310</b>	<b>1,821,660</b>	<b>4,310,000</b>		
<b>Net Surplus/(Shortfall)</b>	<b>(359,388)</b>	<b>(163,583)</b>	<b>(163,583)</b>	<b>(339,920)</b>	<b>(4,324,310)</b>	<b>(1,821,660)</b>	<b>(4,310,000)</b>		

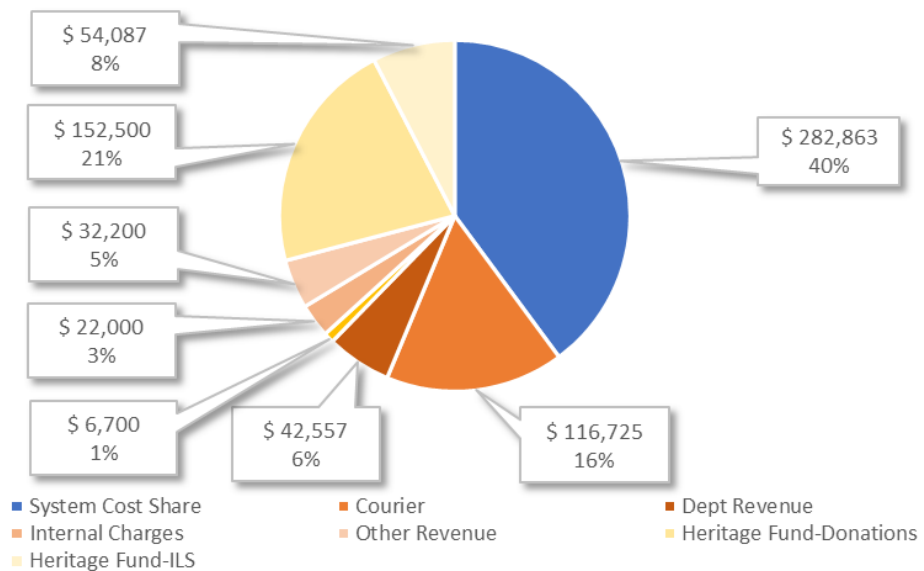
### Total Revenue

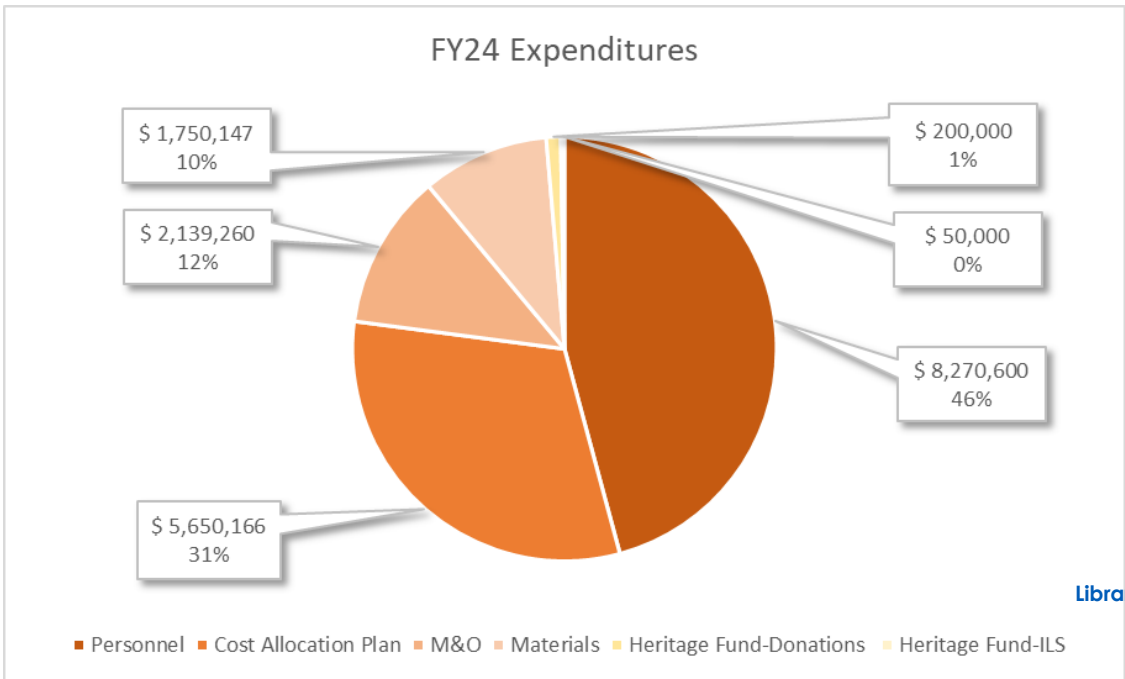
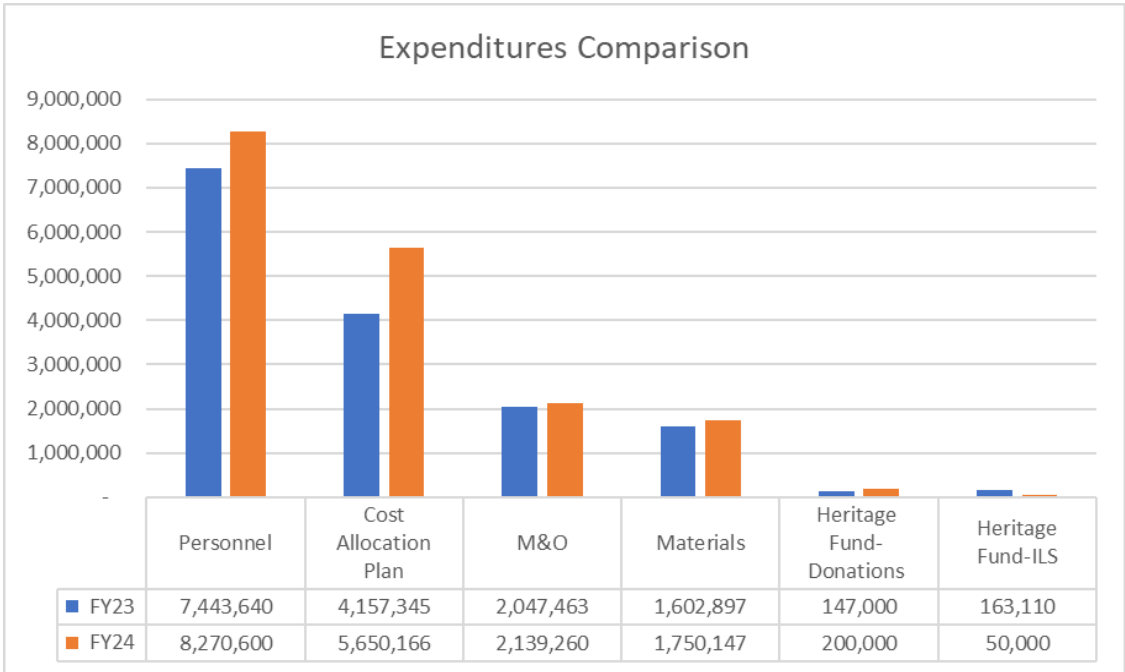
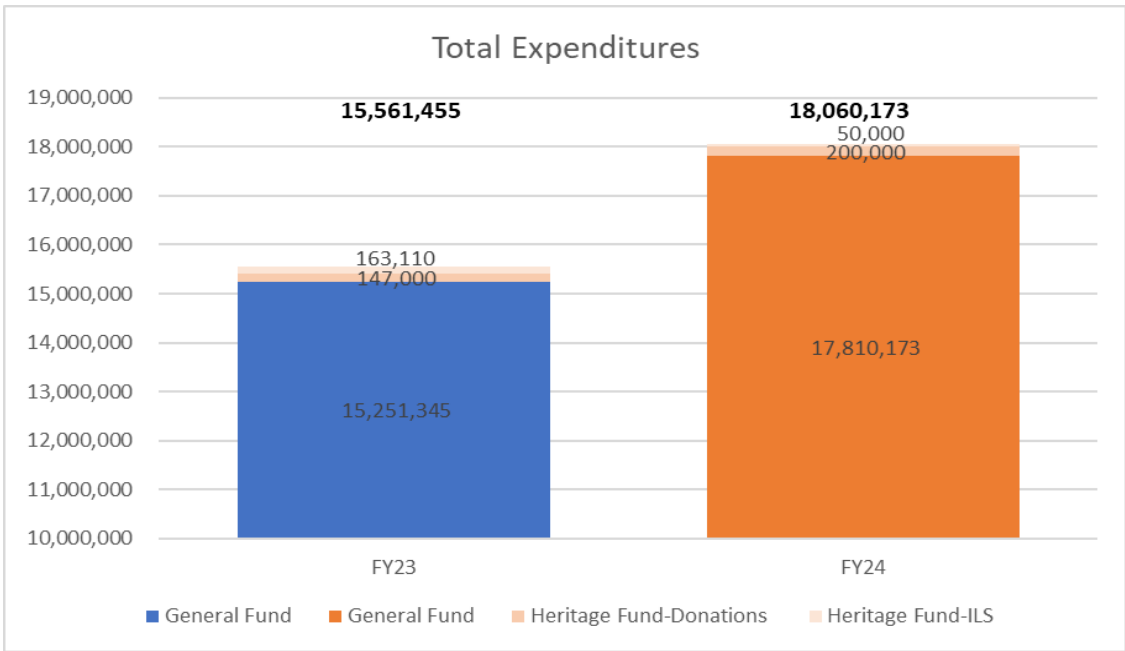


### Revenue Comparison



### FY24 Revenue





# BOISE PUBLIC LIBRARY SYSTEM STATISTICS REPORT April 2023

	<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	43,445	45,883	-5.31	303,359	312,140	-2.81
Young Adult	5,424	5,783	-6.21	36,111	41,215	-12.38
Juvenile	57,555	62,526	-7.95	409,242	412,340	-0.75
<b>Sub Total</b>	<b>106,424</b>	<b>114,192</b>	<b>-6.80</b>	<b>748,712</b>	<b>765,695</b>	<b>-2.22</b>

<b><u>CIRCULATION /Audio Visual</u></b>						
Adult	17,252	20,037	-13.90	121,460	142,886	-15.00
Young Adult	1,053	956	10.15	6,636	6,620	0.24
Juvenile	5,071	5,671	-10.58	36,463	40,195	-9.28
<b>Sub Total</b>	<b>23,376</b>	<b>26,664</b>	<b>-12.33</b>	<b>164,559</b>	<b>189,701</b>	<b>-13.25</b>

<b><u>CIRCULATION/Digital</u></b>						
eAudio	31,144	23,744	31.17	208,767	170,153	22.69
eBooks	25,275	20,810	21.46	173,487	155,451	11.60
eVideo	299	265	12.83	2,438	2,109	15.60
eMusic	48	44	9.09	429	278	54.32
eMagazine	2,785	2,805	-0.71	20,797	20,465	1.62
<b>Sub Total</b>	<b>59,551</b>	<b>47,668</b>	<b>24.93</b>	<b>405,918</b>	<b>348,456</b>	<b>16.49</b>
<b>TOTAL CIRCULATION</b>	<b>189,351</b>	<b>188,524</b>	<b>0.44</b>	<b>1,319,189</b>	<b>1,303,852</b>	<b>1.18</b>

<b><u>CIRCULATION SUMMARY</u></b>						
Main Library	59,743	64,543	-7.44	427,531	431,359	-0.89
Collister	11,276	12,978	-13.11	80,803	88,590	-8.79
Hillcrest	8,762	9,133	-4.06	58,764	63,392	-7.30
Cole & Ustick (C&U)	23,707	24,979	-5.09	161,177	167,984	-4.05
Bown	23,414	27,135	-13.71	166,685	188,027	-11.35
Home Service	2,898	2,088	38.79	18,311	16,044	14.13
Digital Collection	59,551	47,668	24.93	405,918	348,456	16.49
<b>TOTAL CIRCULATION</b>	<b>189,351</b>	<b>188,524</b>	<b>0.44</b>	<b>1,319,189</b>	<b>1,303,852</b>	<b>1.18</b>

<b><u>PATRON COUNT</u></b>						
Main Library	24,150	23,127	4.42	169,784	137,786	23.22
Collister	5,123	4,863	5.35	35,573	31,174	14.11
Hillcrest*	4,926	4,610	6.85	34,139	27,699	23.25
Cole & Ustick	9,100	7,748	17.45	63,521	47,378	34.07
Bown	9,056	7,114	27.30	62,065	45,897	35.23
<b>TOTAL PATRON COUNT</b>	<b>52,355</b>	<b>47,462</b>	<b>10.31</b>	<b>365,082</b>	<b>289,934</b>	<b>25.92</b>

<b><u>POLARIS CATALOG</u></b>						
System External Use Counts	212,651	266,199	-20.12	1,626,027	1,913,280	-15.01
Main Internal Use Counts	31,469	32,089	-1.93	237,855	213,887	11.21
Collister Internal Use Counts	1,714	1,597	7.33	12,688	11,437	10.94
Hillcrest Internal Use Counts	1,836	1,821	0.82	15,038	12,534	19.98
C&U Internal Use Counts	5,698	5,300	7.51	41,655	34,320	21.37
Bown Internal Use Counts	3,488	4,085	-14.61	28,635	26,579	7.74

	<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	819	763	7.34	6,132	5,042	21.62
Non-Resident	2	4	-50.00	26	44	-40.91
Internet Only	0	0	0.00	1	8	-87.50
<b>TOTAL CARDS ISSUED</b>	<b>821</b>	<b>767</b>	<b>7.04</b>	<b>6,159</b>	<b>5,094</b>	<b>20.91</b>

**INTERLIBRARY LOANS**

Out-of-State	83	66	25.76	708	441	60.54
In-State	64	18	255.56	417	243	71.60

**INTERLIBRARY BORROWING**

Out-of-State	65	186	-65.05	555	1,566	-64.56
In-State	88	81	8.64	242	491	-50.71

**REFERENCE SUMMARY**

Main Adult Desk	1,268	1,439	-11.88	8,976	8,158	10.03
Main Adult Telephone	554	991	-44.10	4,070	4,842	-15.94
Main Adult Electronic*	132	178	-25.84	718	878	-18.22
<b>Sub Total Adult Reference</b>	<b>1,954</b>	<b>2,608</b>	<b>-25.08</b>	<b>13,764</b>	<b>13,878</b>	<b>-0.82</b>

Main Youth Desk	808	621	30.11	6,047	3,720	62.55
Main Youth Telephone	15	46	-67.39	122	161	-24.22
Main Youth Electronic	2	0	100.00	16	8	100.00
<b>Sub Total Youth Reference</b>	<b>825</b>	<b>667</b>	<b>23.69</b>	<b>6,185</b>	<b>3,889</b>	<b>59.04</b>

Information Desk

Readers Advisory	1	4	-75.00	9	43	-79.07
Directional/Informational	413	2,111	-80.44	4,743	13,623	-65.18
<b>Sub Total Information Desk</b>	<b>414</b>	<b>2,115</b>	<b>-80.43</b>	<b>4,752</b>	<b>13,666</b>	<b>-65.23</b>

Collister Desk	898	1,119	-19.75	8,856	6,570	34.79
Collister Phone	106	149	-28.86	889	985	-9.75
<b>Sub Total Collister Reference</b>	<b>1,004</b>	<b>1,268</b>	<b>-20.82</b>	<b>9,745</b>	<b>7,555</b>	<b>28.99</b>

Hillcrest Desk	488	537	-9.12	3,241	2,923	10.88
Hillcrest Phone	137	123	11.38	759	710	6.90
<b>Sub Total Hillcrest Reference</b>	<b>625</b>	<b>660</b>	<b>-5.30</b>	<b>4,000</b>	<b>3,633</b>	<b>10.10</b>

Cole & Ustick Desk	578	1,568	-63.14	8,245	5,694	44.80
Cole & Ustick Phone	112	253	-55.73	1,131	928	21.88
<b>Sub Total C&amp;U Reference</b>	<b>690</b>	<b>1,821</b>	<b>-62.11</b>	<b>9,376</b>	<b>6,622</b>	<b>41.59</b>

Bown Desk	201	466	-56.87	3,959	3,614	9.55
Bown Phone	28	99	-71.72	225	770	-70.78
<b>Sub Total Bown Reference</b>	<b>229</b>	<b>565</b>	<b>-59.47</b>	<b>4,184</b>	<b>4,384</b>	<b>-4.56</b>
<b>TOTAL REFERENCE</b>	<b>5,741</b>	<b>9,704</b>	<b>-40.84</b>	<b>52,006</b>	<b>53,627</b>	<b>-3.02</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	5	160.00	88	27	225.93
Main Youth Programs	66	23	186.96	496	193	156.99
Main Community Programs	110	110	0.00	702	552	27.17
<b>Sub Total Main</b>	<b>189</b>	<b>138</b>	<b>36.96</b>	<b>1,286</b>	<b>772</b>	<b>66.58</b>
Collister Adult Programs	8	3	166.67	62	12	416.67
Collister Youth Programs	34	23	47.83	243	110	120.91
Collister Community Programs	98	75	30.67	594	324	83.33
<b>Sub Total Collister</b>	<b>140</b>	<b>101</b>	<b>38.61</b>	<b>899</b>	<b>446</b>	<b>101.57</b>
Hillcrest Adult Programs	17	7	142.86	103	21	390.48
Hillcrest Youth Programs	21	10	110.00	164	66	148.48
Hillcrest Community Programs	108	72	50.00	723	365	98.08
<b>Sub Total Hillcrest</b>	<b>146</b>	<b>89</b>	<b>64.04</b>	<b>990</b>	<b>452</b>	<b>119.03</b>
C&U Adult Programs	11	5	120.00	69	26	165.38
C&U Youth Programs	39	27	44.44	239	155	54.19
C&U Community Programs	122	56	117.86	741	240	208.75
<b>Sub Total Cole &amp; Ustick</b>	<b>172</b>	<b>88</b>	<b>95.45</b>	<b>1,049</b>	<b>421</b>	<b>149.17</b>
Bown Adult Programs	17	2	750.00	83	8	937.50
Bown Youth Programs	40	17	135.29	288	78	269.23
Bown Community Programs	94	7	1242.86	518	7	7300.00
<b>Sub Total Bown</b>	<b>151</b>	<b>26</b>	<b>480.77</b>	<b>889</b>	<b>93</b>	<b>855.91</b>
<b>TOTAL PROGRAMS</b>	<b>798</b>	<b>442</b>	<b>80.54</b>	<b>5,113</b>	<b>2,184</b>	<b>134.11</b>

<b>Program Attendance</b>						
Main Adult Attendance	146	4	3550.00	1,064	567	87.65
Main Youth Attendance	2,711	696	289.51	16,295	3,776	331.54
Main Comm Attendance	949	1,106	-14.20	6,272	4,828	29.91
<b>Sub Total Main</b>	<b>3,806</b>	<b>1,806</b>	<b>110.74</b>	<b>23,631</b>	<b>9,171</b>	<b>157.67</b>
Collister Adult Attendance	50	7	614.29	535	322	66.15
Collister Youth Attendance	1,513	1,033	46.47	9,391	9,069	3.55
Collister Comm Attendance	339	247	37.25	2,297	812	182.88
<b>Sub Total Collister</b>	<b>1,902</b>	<b>1,287</b>	<b>47.79</b>	<b>12,223</b>	<b>10,203</b>	<b>19.80</b>
Hillcrest Adult Attendance	206	35	488.57	1,081	114	848.25
Hillcrest Youth Attendance	522	220	137.27	2,816	2,373	18.67
Hillcrest Comm Attendance	755	294	156.80	4,067	1,275	218.98
<b>Sub Total Hillcrest</b>	<b>1,483</b>	<b>549</b>	<b>170.13</b>	<b>7,964</b>	<b>3,762</b>	<b>111.70</b>
C&U Adult Attendance	83	0	0.00	532	75	609.33
C&U Youth Attendance	1,187	888	33.67	7,960	6,521	22.07
C&U Comm Attendance	1,112	491	126.48	6,351	2,494	154.65
<b>Sub Total Cole &amp; Ustick</b>	<b>2,382</b>	<b>1,379</b>	<b>72.73</b>	<b>14,843</b>	<b>9,090</b>	<b>63.29</b>
Bown Adult Attendance	106	8	1225.00	693	145	377.93
Bown Youth Attendance	1,233	234	426.92	8,788	3,351	162.25
Bown Comm Attendance	401	48	735.42	2,578	48	5270.83
<b>Sub Total Bown</b>	<b>1,740</b>	<b>290</b>	<b>500.00</b>	<b>12,059</b>	<b>3,544</b>	<b>240.27</b>
<b>TOTAL PROGRAM ATTENDANCE</b>	<b>11,313</b>	<b>5,311</b>	<b>113.01</b>	<b>70,720</b>	<b>35,770</b>	<b>97.71</b>

# BOISE PUBLIC LIBRARY

## RECIPROCAL BORROWING STATISTICS

### April 2023

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>Circulation</u>	<u>This Month</u>	<u>This Month</u>	<u>Change</u>	<u>To Date</u>	<u>Circulation</u>	<u>To Date</u>	<u>Change</u>
Ada Community	3,044	1.61	2,549	19.42	19,676	1.49	16,939	16.16
Caldwell	485	0.26	313	100.00	2,125	0.16	1,507	41.01
Eagle	683	0.36	731	-6.57	4,328	0.33	6,082	-28.84
Emmett	11	0.01	50	100.00	187	0.01	280	-33.21
Garden City	998	0.53	1,330	100.00	7,169	0.54	8,095	-11.44
Hailey	10	0.01	7	1.00	86	0.01	205	-58.05
Kuna	573	0.30	249	100.00	2,556	0.19	1,536	66.41
Meridian	2,723	1.44	2,729	-0.22	19,004	1.44	15,323	24.02
Mountain Home	218	0.12	144	51.39	1,717	0.13	1,236	38.92
Nampa	564	0.30	867	-34.95	3,919	0.30	4,463	-12.19
Twin Falls	6	0.00	22	100.00	125	0.01	208	-39.90
<b>Total</b>	<b>9,315</b>	<b>4.92</b>	<b>8,991</b>	<b>3.60</b>	<b>60,892</b>	<b>4.62</b>	<b>55,874</b>	<b>8.98</b>

Total BPL Circulation	189,351	188,524	1,319,188	1,303,852
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Items checked out at consortium member locations by BPL patrons.

<b>CHECKOUTS</b>	<u>This Month</u>	<u>Last Year</u>	<u>This Year</u>	<u>Last Year</u>
		<u>This Month</u>	<u>To Date</u>	<u>To Date</u>
Ada Community	10,074	9,327	65,603	64,715
Caldwell	175	110	1,352	914
Eagle	6,770	5,857	45,160	40,673
Emmett	68	41	215	442
Garden City	7,834	7,877	53,464	52,790
Hailey	3	0	14	9
Kuna	174	174	1,034	1,426
Meridian	10,916	6,632	50,769	46,692
Mountain Home	17	1	61	64
Nampa	538	496	4,477	4,397
Twin Falls	5	5	56	25
<b>Total</b>	<b>36,574</b>	<b>30,520</b>	<b>222,205</b>	<b>212,147</b>