



**BERKELEY PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

SPECIAL MEETING AGENDA

7:00 P.M.

MAY 9, 2007

**WEST BERKELEY SENIOR CENTER  
1900 SIXTH STREET**

The Board of Library Trustees may act on any item on this agenda.

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

**III. ACTION CALENDAR – PUBLIC HEARING**

- A. FY2007 & FY2008 biennial budget presentation (15 minutes)
- B. PUBLIC COMMENTS  
(Proposed 45-minute time limit, with speakers allowed 3 minutes each)

**\*\*\* FIVE MINUTE RECESS \*\*\***

**V. CALL THE MEETING BACK TO ORDER**

**VI. PUBLIC COMMENT**

(Proposed 30-minute time limit, with speakers allowed 3 minutes each)

**VII. CONSENT CALENDAR**

- A. Approve minutes of April 18, 2007 minutes
- B. Approve the resolution of appreciation for Linda Perkins for her service as Acting Deputy Director from July 9, 2006 through May 5, 2007
- C. Approve the resolution of appreciation for Elizabeth Overmyer for her nearly 12 years of service to the Berkeley Public Library
- D. Approve the Request for Leave of Absence without pay for Library Specialist from May 20, 2007 to August 20, 2007
- E. Authorize expenditures with EBSCO subscription services as a sole source to provide periodical subscriptions to the Berkeley Public Library
- F. Recommendation to City Council on FY2008 Library tax rate
- G. Increase in expenditure authority for purchase of supplies in FY2007
- H. Agreement with Innovative Interfaces, Inc. for hardware and software maintenance services
- I. Authorization to apply for and accept grant funds in the amount of \$17,870 for FY2007/2008 California State Library Services and Technology Act (LSTA) ELF Continuation Grant
- J. Amend the Board of Library Trustees 2007 regular meeting schedule
- K. Contract with Hatchuel Tabernik and Associates (HTA) for consulting services to complete a needs assessment related to Providing Southwest Berkeley library service needs

**VIII. REPORTS FOR DISCUSSION AND POSSIBLE ACTION**

- A. Ad Hoc Committee for Sunshining the selection of Trustees for the Berkeley Public Library (oral report)
- B. Begin recruitment process to fill vacancy on Board of Library Trustees created by Trustee Laura Anderson's term end of October 1, 2007
- C. Discussion and possible action based on the comments made during the May 9, 2007 Public Hearing on the FY2007 & FY2008 biennial budget

**IX. REPORTS FOR INFORMATION**

- A. Report from library employees and unions, discussion of staff issues (15 minutes)
  - 1. Comments / responses to reports in packets and recent processes taking place at the Library
- B. Report from the ERC / Southwest Berkeley Discussion Group on April 2007 Activities
- C. Report on California's Library Legislative Day 2007
- D. FY07 Annual Budget Update – 3<sup>rd</sup> Quarter
- E. May 2007 Monthly Report from Library Director Donna Corbeil
  - 1. *Personnel*
  - 2. *Library Development*
    - a. ERC / Southwest Berkeley
  - 3. *Professional Activities*
  - 4. *Programs, Services and Collections*
- F. Library events: flyers and press releases for various Library programs

**X. AGENDA BUILDING**

Next regular meeting will be held at 7:00 p.m. on Wednesday, June 20, 2007 at the South Branch Library, 1901 Russell Street, Berkeley.

- A. Tracking Chart

**XI. ADJOURN**

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**Please refrain from wearing scented products at public meetings.**

Written materials may be viewed in advance of the meeting at the Central Library Reference Desk (2090 Kittredge Street), or any of the branches, during regular library hours.

To request a meeting agenda in large print, Braille, or on cassette, or to request a sign language interpreter, assistive-listening device or other accommodation for the meeting, please call (510) 981-6195 (voice) or (510) 548-1240 (TDD). Providing at least five (5) working days' notice prior to the meeting will help to ensure availability.

Date Issued: May 4, 2007

\_\_\_\_\_  
//s//  
Donna Corbeil, Director of Library Services  
serving as Secretary to the Board of Library Trustees

For further information, please call (510) 981-6195.



<b>Berkeley Public Library Board of Library Trustees</b>
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Regular Meeting  
April 18, 2007

Minutes  
7:00 p.m.

South Branch Library  
1901 Russell Street

## I. CALL TO ORDER

The regular meeting of April 18, 2007 was called to order at 7:03 p.m.

**Present:** Trustees Laura Anderson, Susan Kupfer, Ying Lee, Darryl Moore, and Terry Powell

**Absent:** None

**Also present:** Director of Library Services Donna Corbeil, Acting Deputy Director Linda Perkins, Library Financial Manager Beverli Marshall, and Administrative Secretary Alisa Somera

## II. PUBLIC COMMENTS

There were four speakers:

1. Reed Schmidt, with the Berkeley Public Library Foundation, announced that the Foundation Board voted to commit \$50,000 to three capital projects that were listed in the Director's budget. They want to fund improvements at three of the branches: 1) the North Branch carpeting for \$22,000, 2) South Branch restroom for \$8,000, and 3) the West Branch roof for \$20,000.
2. Gene Bernardi, representing SuperBOLD, spoke on the issue of public comment period and also the trustee selection process.
3. Hali Hammer spoke on the deadline set for potential Board trustees selection.
4. Ruth Bird spoke on the cost of RFID.

## III. APPROVAL OF AGENDA

Trustee Powell suggested that they adjourn the meeting in honor of Library Workers, being that it is National Library Workers Week.

**R07-29 Moved by Trustee Lee, seconded by Trustee Powell, to approve the agenda.** Motion carried unanimously.

## IV. CONSENT CALENDAR

Trustee Powell wanted to approve the Consent Calendar, but wanted the minutes changed prior to approving the minutes.

**R07-30 Moved by Trustee Powell, seconded by Trustee Moore, to approve the Consent Calendar as amended.** Motion carried unanimously.

Trustee Powell had a comment about the March 21<sup>st</sup> minutes. She wanted to change the wording in the last sentence in the fourth paragraph of Discussion Item V.B to read "...to assist the Director in forming the budget and work plan to reflect these key issues for the upcoming year."

**R07-31 Approved the amended minutes of the March 21, 2007 regular meeting.**

**R07-32 Adoption of the resolution authorizing the Director of Library Services to accept the FY2006/2007 grant funds awarded by the California Library Literacy Services Grant Program in the amount of \$62,141, to apply for the FY2007/2008 Grant for approximately \$62,000, and to accept the amount when awarded.**

## V. REPORTS FOR DISCUSSION AND POSSIBLE ACTION

A. Discussion from the Ad Hoc Committee on the process and criteria to appoint Board of Library trustees (oral report)

Trustee Kupfer reported on the Ad Hoc Committee meeting that took place on Tuesday, April 17, 2007. They met for approximately an hour and a half and discussed the three items on the agenda. She explained that the Committee consists of two Councilmembers (Kriss Worthington and Betty Olds) and two Trustees (herself and Ying Lee). The purpose of the Committee is to develop a process going forward for the appointment of library trustees.

Trustee Kupfer relayed that the first item they reviewed was the existing criteria for library trustees. This discussion led to comments on the criteria with recommended additions, corrections, and revisions. The second item was the timeline for the appointment of trustees. The basis for this discussion was the timeline used for the last vacant position which outlined a five-month period that began with the advertisement of the vacancy at a Board meeting. The third item was whether there should be separate, additional, and/or different criteria for a reappointment of a sitting trustee. She explained that the Committee then divided into two sub-committees. The first sub-committee was Trustees Lee and Kupfer who will be looking at the criteria for appointment and reappointment of trustees. Councilmembers Worthington and Olds will make up the second sub-committee and will focus on the timeline for the process.

The next meeting of the Ad Hoc Committee was scheduled for May 1, 2007 at 5:30 p.m. at the South Branch Library and draft documents were to be available for review the week prior to the meeting. The public was encouraged to attend the meeting and speak on the criteria, process and the draft documents. Trustee Kupfer also stated that once the Committee reaches its recommendations these will be reviewed both bodies, the City Council and the Board of Library Trustees, for acceptance.

Trustee Lee also reported on the meeting's discussion of criteria and discussed the proposed timeline for noticing a vacancy. There was a suggestion that the terms of each trustee be placed on the website showing when they were appointed, when they are eligible for a reappointment, and when each Trustee's term ends. She relayed Councilmember Olds' comment, who is a former Trustee, that it has been the practice of the Board to reappoint a trustee to a second term. Trustee Lee also stated that it is important that sufficient notice be given to the public when a vacancy is coming up.

**Trustee Kupfer recused herself and handed the meeting over to the Vice-Chair, Trustee Powell.**

B. Discussion and recommendation to the City Council on appointment of trustee to serve a four-year term commencing on May 14, 2007 to include recommending reappointment of Trustee Susan Kupfer or appointment of other applicant

Trustee Powell opened with her understanding of the Ad Hoc Committee discussion. She interpreted it to be a general identification of and review of the process. No one disagreed with the interest of openness and the public process. She also felt the concepts discussed were not specific toward one appointment or another.

Trustee Powell further stated that the actions the Board might take should reflect the past policy and practices of the Board and, until a new policy is adopted, the past policies should be adhered to. She asked Trustee Anderson, who is the senior Trustee, for her recollection of how the Board had previously addressed reappointments.

Trustee Anderson explained that, if a sitting trustee was willing and interested in continuing for a second term, and if they have been productive and useful, then past Boards would want to keep them on for their second term. When a trustee had completed their eight years, then the announcement of vacancy would be issued and a different process would occur to look for a new candidate.

There was a discussion on the different timelines for reappointments and appointments. For reappointments the timeline was not clear since it was only a matter of presenting the name of the

sitting trustee to the City Council for reappointment. Trustee Anderson explained that when it was a vacancy the process began well in advance in order to get a healthy number of applicants.

The Trustees discussed whether this should be treated as a vacancy or whether the past practices of the Board should be upheld. Trustees Powell and Anderson both stated that the Board should honor the past practices and consider reappointment since a new policy has not yet been implemented. Trustee Moore was in agreement with Trustees Anderson and Powell and pointed out that there will be an opening in October 2007, since Trustee Anderson will be ending her second term, and at that time a process will be in place and the vacancy will be open to applicants. Trustee Lee felt that the process should be open and not just an automatic reappointment.

All the Trustees agreed that Trustee Kupfer has worked hard and proven to be an exceptional asset to the Board. However, Trustee Lee wanted to make clear that her discomfort with the process was because she felt it was misleading. She felt she could not vote on a reappointment if the process to do that was flawed.

**R07-33 Moved by Trustee Moore, seconded by Trustee Anderson, to recommend to the City Council the reappointment of Trustee Kupfer to a second term.** Motion carried by the following vote:

Ayes: Trustees Anderson, Moore, and Powell  
Noes: Trustee Lee  
Absent: None  
Abstentions: Trustee Kupfer

C. Preliminary budget presentation and follow-up on the budget workshop in preparation for approval of the FY2008/09 Library budget

Ms. Corbeil reviewed the written report, highlighting the timeline that is included in the report, which gives an overview on the budget workshops so far and has the public budget hearing added. The year-to-date third quarter expenditures is also included, along with some information on the revenues to-date.

Ms. Corbeil announced preliminary news about the California Personal Income Growth Figure (PIG) for 2007/2008. The Department of Finance is projecting a 4.42% increase, which staff will be including in the next budget revenue estimates. Last year's figure was 3.96%. Ms. Marshall informed the Board that the estimated CPI is 3.2%, but the final figure won't be announced until mid-May although there is no indication that the figure will increase beyond that.

Ms. Corbeil also let the Board know that the final Library recommended budget will NOT be presented at the May 9<sup>th</sup> special budget hearing. She will include any comments or issues raised at the May 9<sup>th</sup> meeting in the final budget report.

Trustee Powell asked how to go about increasing the number of library hours since it is one of the top budget priorities. Trustee Moore said that the Board should allow Ms. Corbeil to figure out what is fiscally responsible regarding increasing the hours.

**R07-34 Moved by Trustee Lee, and seconded by Trustee Powell, to direct the Library Director to explore what the budget will allow in terms of increasing the Library's open hours and what the most desirable hours would be, within the proposed future budget..** Motion passed unanimously.

Ms. Marshall explained that the first closing of the fiscal year will not occur until late-July or early-August, when final figures will be available. Ms. Corbeil stated that, based on figures through the third quarter, they anticipate expending 95% of non-personnel costs and 63% for personnel costs, which had a target of 77.2% creating a carry forward with personnel. Trustee Powell commended the additional detail in the services and contracts section of the YTD expenditures.

D. Adopt a resolution to approve conducting a public hearing to discuss the FY2008 & 2009 Library budget on May 9, 2007

Ms. Corbeil asked the board what they envisioned the May 9<sup>th</sup> budget public hearing to include, what format they wanted to follow, and what handouts they would like to see, including the packet.

Trustee Moore listed the following documents and information he wanted included:

1. Budgetary information
2. Spreadsheet for 2006 actuals
3. 2007 budget
4. 2007 adjusted budget
5. 2008/2009 projected budget (something similar to the budget forecast spreadsheet format)
6. Pie charts showing the percentages of the budget (i.e. personnel, benefits, etc.)
7. A piece on the book fund or materials fund, perhaps a longitudinal showing what it's been.
8. Proposed major projects, expansions, and project-based descriptions.

Trustee Moore also said he would like a brief presentation on the proposed budget with a little discussion on the revenues, but the bulk of the time he wanted dedicated to hearing public comment and the community's thoughts on the budget. He requested that the documents be available for the public prior to the meeting and posted to the website. Trustee Lee expressed her interest in having pie charts since she found them very helpful.

**R07-35 Moved by Trustee Moore, seconded by Trustee Lee, to instruct the Director of Library Services to organize a Public Hearing to be conducted by the Board of Library Trustees at which the FY2008 and 2009 biennial Berkeley Public Library budget will be discussed during a special meeting to be held on May 9, 2007 at the West Berkeley Senior Center.** Motion passed unanimously.

**VI. REPORTS FOR INFORMATION**

A. Report from library employees and unions, discussion of staff issues

1. Comments / responses to reports in packet and recent processes taking place at the Library

Andrea Segall introduced herself as speaking on behalf of SEIU 1021. She started by thanking the Library Foundation and Friends for the beautiful flowers that were sent to the Central Library and all the branches for National Library Workers Week.

Ms. Segall stated that she had a brief report, but wanted to begin it by paying tribute to Kurt Vonnegut who died recently. He was a great champion of intellectual freedom and a great champion of library workers.

She then read an excerpt from his last book *A Man Without A Country*.

In the spirit of Mr. Vonnegut who was encouraged by his uncle to say when things are going well, she had five positive things on behalf of the library workers and SEIU that she wanted to mention. First, she wanted to commend Ms. Corbeil on the process for hiring the Deputy Director. The staff panel was very representative and the reception, which gave staff the opportunity to meet candidates, was appreciated.

Second, she thanked both Ms. Corbeil and Linda Perkins for the Oil on the Water Workshops. During a labor management meeting it was mentioned that some staff had not been able to attend the first meeting and they quickly arranged additional sessions.

Thirdly, there was an issue during the previous budget workshop on a position that was to be eliminated. They spoke with Ms. Corbeil and she came up with a solution to discuss it with staff before making the decision. It shows a positive move in terms of communication.

Fourthly, the Checkpoint RFID Task Force that was formed has been anticipated for quite awhile. The Union had concerns over the group being representative of all branches and classifications. Changes were made and they are very pleased with the results and look forward to getting good answers.

Finally, she complimented the Administrative staff who has been doing a wonderful job. She wanted to thank them for handling a lot of the union concerns, particularly Jenifer Shurson who has been working hard to fill vacancies and has done this in a fair, professional, and prompt manner.

Ms. Segall did want to add that there is still a lot of work to be done and it will take time to work through all of the issues. The workload is still there which affects public service, workflow, and staff safety, but they are confident that they can reach a resolution to all these issues. There is an ongoing need to improve communication and establish basic policies and procedures, but Ms. Corbeil is setting a wonderful tone and showing great leadership on how to proceed. She went through a few of the reorganization issues that occurred during the previous Administration and again voiced her optimism on a resolution.

B. Berkeley Public Library's South Berkeley Community's Library Needs and Ed Roberts Campus (ERC) Discussion Group Report

Trustee Lee had a correction on the second page of the report, second bullet point. The information should read "Ying Lee *pointed out* that the St. Paul African Methodist Episcopal Church (A.M.E.) *has been reserved* at 2024 Ashby Avenue..." She felt the original wording suggested that she had been the one to reserve the space, but she had not.

Trustee Lee went on to report that her and Trustee Powell met with Rev. Williams of A.M.E. to talk about their interest in the ERC being a possible location for the Library. Trustee Lee said he was very interested in getting the church more involved in the community and welcomed any collaboration between A.M.E. and the Library. They asked if he would host the first community meeting to have discussion group considerations of the move to ERC; he accepted and a date has been set. They are now seeking feedback on the report and want to solicit everyone to recruit people to attend this community meeting.

C. April 2007 from Library Director Donna Corbeil

1. *Personnel*

Ms. Corbeil announced the selection of Jason "Jay" Dickinson for the General Services Manager position. The process was similar to the Deputy Director process, but did not have the "meet-and-greet" aspect. There were three panels: executive panel, management panel, and a staff panel. There were three finalists who were asked back for a second interview with her and the new Deputy Director. Mr. Dickinson is currently working at the San Francisco State University Library and has more than ten years experience in both public and academic libraries. He previously worked at the San Jose joint library and was there during the merger of the two systems. He has a lot of experience working with complex urban libraries and the staff looks forward to him joining the team.

Ms. Corbeil also spoke briefly on the new Deputy Director, Douglas Smith. He is currently in charge of the main branch of the Oakland Public Library. He lives in Berkeley and attended UC Berkeley. He has had many different positions in Oakland and brings a breadth of knowledge of libraries. There was also a very strong pool for this position and she believes he will be a great asset to the Berkeley library.

Ms. Corbeil also wanted to state that during all the transitions going on there have been a lot of staff working in "not –to-exceed positions." She wanted to acknowledge all the staff who has been working in these acting positions. She also pointed out that the spreadsheet attached to her report shows the vacancies Jenifer Shurson is currently working on.

2. *Library Development*

Ms. Corbeil announced that the Space and Cost Analysis RFP has closed and they had five bidders. There is a review panel that will be looking at the bids and they will be interviewing the top two. Ms. Marshall listed the members of this panel: Paul Church, a City of Berkeley Public Works employee, who is also the ADA coordinator for the City; Deborah Chernin who is a Principal Planner for the City of Berkeley and is familiar with these types of proposals; Chris Adams with the Foundation; and herself. They will be taking the four scores and combining them to determine the two highest proposals. Ms. Corbeil said that Trustee Powell will hopefully be joining them for the interviews, along with Jeri Ewart who is the South Branch Head.

The Southwest Berkeley Needs RFP is currently out for bid as planned. Trustee Moore pointed out that the presentation to the Board by the winning bidder is scheduled for August. He was hoping that the Board will take a recess in August like the City Council and all the other commissions. Ms. Corbeil said that they can reschedule that presentation for another time. The Board requested a report be brought to them to amend their schedule to reflect a recess in August.

Trustee Powell asked about the status on the Checkpoint RFID Task Force and whether Ms. Corbeil planned on bringing their findings to the Board for information or consideration. Ms. Corbeil responded that they have met once and have scheduled a second meeting in early May. She offered to bring back periodic reports as the work of the Task Force progresses. Trustees Powell and Lee felt that would be helpful and asked Ms. Corbeil to discuss with the Task Force. Trustee Lee expressed her interest in the Task Force considering the comparison between bar codes and RFID tags; Ms. Corbeil said she would pass this request on to the Task Force.

### *3. Professional Activities*

Ms. Corbeil reported on the Link+ annual meetings. The first meeting held consists of operational staff, e.g. circulation services, where they put together recommendations to be voted on by the Directors. At the Directors Meeting, which consists of a mixture of universities, colleges, and public libraries, they vote on the recommendations. There were three or four issues voted on with nothing substantial to be announced. The network is continually expanding and Sacramento Public Library will join soon. This increases the pool of resources and is a great resource for our Library. There may be workload issues due to increased usage and the new General Services Manager will need to evaluate this aspect when he arrives.

Trustee Lee spoke on the Friends of the Berkeley Public Library staff scholarships that are provided. She commented that it was a wonderful program and was interested in knowing how much the scholarships were. Ms. Corbeil replied that she did not know, but would find out and report back.

### *4. Programs, Services and Collections*

#### D. Update on the proposed stucco repairs at the Central Library

Ms. Corbeil informed the Board that large equipment will be attached to the back of the Central building, in order to conduct testing related to the Arntz Builders lawsuit. The insurance company has agreed to pay for the testing, but payment of the repairs has not yet been determined. If the Board would like to know more about the status of the lawsuit they would need to have a closed session with the City Attorney. Trustee Kupfer said that she would be drafting a letter to the City Attorney on behalf of the Board to inquire whether any of the costs the Library put towards legal fees would be reimbursed. She will be working with Ms. Corbeil on this issue.

#### E. Information regarding presentation by Stephen Abram on the future of libraries, i.e. Library 2.0

## **VII. AGENDA BUILDING**

- ✓ Report from the Friends of the Berkeley Public Library
- ✓ Budget Hearing Meeting at the West Berkeley Senior Center on May 9, 2007 at 7:00 p.m.
- ✓ Regular Meeting on May 16, 2007 at 7:00 p.m.
- ✓ Trustee Moore suggested that the Board request the City Attorney to write a report on her legal opinion on how the public comment period should be handled. During previous meetings it was recommended that the Board request the City Attorney to attend the meeting and give an oral report.

**VIII. ADJOURNMENT IN HONOR OF LIBRARY WORKERS AND KURT VONNEGUT, JR.**

**R07-36 Moved by Trustee Powell, seconded by Trustee Moore, to adjourn the meeting at 8:51 p.m.**  
Motion carried unanimously.

RESOLUTION NO.: 07-\_\_\_\_\_

**THE BOARD OF LIBRARY TRUSTEES EXPRESSES ITS GRATITUDE TO LINDA PERKINS, WHO SERVED AS ACTING DEPUTY DIRECTOR FOR THE BERKELEY PUBLIC LIBRARY FROM JULY 9, 2006 THROUGH MAY 5, 2007**

WHEREAS, Linda Perkins was asked to serve as the Deputy Director of Library Services of the Berkeley Public Library from July 9, 2006 through May 5, 2007; and

WHEREAS, Ms. Perkins will return to her normal assignment as the Library Services Manager for the Children's Division as of May 6, 2007 upon the retirement of Elizabeth Overmyer, Acting Manager of Children's Services and upon the appointment of Douglas Smith as Deputy Director of Library Services; and

WHEREAS, Ms. Perkins brought to the position of Deputy Director of Library Services her extensive knowledge of and experience in library services; and

WHEREAS, she also brought to the position her love and dedication to the idea of public libraries; and

WHEREAS, she is unwaveringly loyal to and supportive of the Berkeley Public Library; and

WHEREAS, her knowledge, humor, dedication, hard work, guidance, and wisdom have been much appreciated by the Director of Library Services, Library staff and Board.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley expresses its gratitude to Linda Perkins, who served as Acting Deputy Director of Library Services for the Berkeley Public Library from July 9, 2006 through May 5, 2007.

**RESOLUTION NO.: R07-\_\_\_****RESOLUTION OF APPRECIATION FOR ELIZABETH OVERMYER FOR HER  
NEARLY 12 YEARS OF SERVICE TO THE BERKELEY PUBLIC LIBRARY**

WHEREAS Elizabeth Overmyer has provided exemplary service to Berkeley children and families for nearly 12 years; and

WHEREAS Elizabeth has planned a wide variety of programs for Berkeley patrons, ranging in age from babies to grandparents; and

WHEREAS Elizabeth created the first Children's Page of the Berkeley Public Library website; and

WHEREAS Elizabeth played a crucial planning role in the opening of the renovated Central Children's Library; and

WHEREAS Elizabeth coordinated the activities for the new library tapestry and planned the dedication celebration; and

WHEREAS Elizabeth, as acting manager of children's services during two lengthy periods of library transition, ensured continued excellent service for Berkeley children and families; and

WHEREAS Elizabeth worked in the Alameda County Library where she developed the successful "Booklegger Project" which continues to train volunteer book-talkers; and

WHEREAS Elizabeth initiated and developed the Bay Area Library & Information System's secondary level of reference services focused on the particular interests and needs of children; and

WHEREAS Elizabeth has served as Chair of the prestigious John and Patricia Beatty Award for the California Library Association; and

WHEREAS Elizabeth was honored by the California Library Association with their annual "Award for Excellence as a Public Librarian"; and

WHEREAS Elizabeth has served as president of the Association of Children's Librarians of Northern California and continues to be a leader in that organization; and

WHEREAS Elizabeth has served on the American Library Association's prestigious John Newbery and Randolph Caldecott Awards committees; and

WHEREAS Elizabeth has mentored aspiring librarians, guided new practitioners, and inspired veteran children's librarians; and

WHEREAS Elizabeth has been a storyteller's quilter and a quilter's storyteller, stitching her stories together with needle and thread as well as words and images.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley expresses profound gratitude to Elizabeth Overmyer for her creative, diverse, and enthusiastic services to Berkeley children and families, her exemplary and inspiring professionalism, and her unstinting contributions to libraries and the library profession.

**REQUEST FOR LEAVE OF ABSENCE WITHOUT PAY**  
**REQUIRING BOARD OF LIBRARY TRUSTEE'S APPROVAL**

THIS FORM SHOULD BE COMPLETED WHEN REQUESTING LEAVE OF ABSENCE WITHOUT PAY FOR A SABBATICAL LEAVE, EDUCATIONAL LEAVE, OR LEAVE FOR PERSONAL REASONS. THE REQUEST FOR FAMILY CARE LEAVE FORM SHOULD BE COMPLETED WHEN REQUESTING MEDICAL LEAVE.

\* see attached

**PART A (to be completed by EMPLOYEE and submitted to immediate supervisor)**

Employee Name: ROYA ARASTEHI Phone #: \_\_\_\_\_

Department/Division: Library / Art + Music Dept. Class Title: Library Specialist

Request for leave of absence without pay from: For Medical Leave\* see attached  
5/20/07 to 8/20/07

Original Request       Personal       Educational       Sabbatical

Request for Extension (Note: An extension of a leave of absence must be requested and approved one week ahead of scheduled return date.)

REASON FOR ABSENCE: I hereby request a leave of absence for the following reason:  
To care for my 81-year old disabled mother recently diagnosed with cancer.

**Conditions of Leave of Absence Without Pay:**

I understand that if approved, any leave without pay over two (2) pay periods will result in the discontinuation of City paid medical, dental, and life insurance, and will affect my seniority service date (unless for sabbatical leave in accordance with applicable MOU). Except for educational leave, leaves without pay are limited to one (1) year or less.

I understand that I will have voluntarily resigned if I accept other employment during my leave and that I will be subject to disciplinary action if I fail to return at the expiration of my leave. Information on continuation of insurance benefits may be obtained from the Auditor's office. Leaves without pay cannot be approved for employees who have accepted employment elsewhere

Employee Signature

Roya Arastehi

Date

4/27/07

**PART B (to be completed by EMPLOYEE'S SUPERVISOR AND DEPARTMENT)**

Will employee be replaced during absence?  Yes       No

If replacement hire is necessary, please indicate method:  Temporarily promote existing staff       Use Temporary Agency

Hire from existing eligible list       We have consulted with the Library Administration regarding a replacement.  
 Replacement will be available by (date) 5/20/07

In consideration of the above, leave without pay is approved from: 5/20/07 to 8/20/07

Supervisor

Date

John Mudgett 4/30/2007

Division Manager

Date

Debra Marshall 5/2/07

Secretary to Board of Library Trustees

Date

\*If leave without pay is approved by BOLT, FORWARD TO PERSONNEL DEPARTMENT WITH EMPLOYEE TRANSACTION FORM.

Upon completion, return form to originating department for distribution as follows:

cc: Personnel Department - (attach to Employee Transaction Form)



## BERKELEY PUBLIC LIBRARY

### CONSENT CALENDAR

May 9, 2007

**To:** Board of Library Trustees

**From:** Beverli A. Marshall, Finance Manager

**Subject:** Authorize Expenditures with EBSCO Subscription Services as a Sole Source to Provide Periodical Subscriptions to the Berkeley Public Library

### RECOMMENDATION

Adopt a resolution authorizing the Director of Library Services to enter into a purchase agreement with EBSCO Subscription Services for the provision of periodical subscriptions to the Berkeley Public Library for the period of January 1, 2008 through December 31, 2008 in an amount not to exceed \$120,000.

### FISCAL IMPACT OF RECOMMENDATION

The cost for periodicals is included in the FY08 baseline budget as part of the Library Materials line item. No additional funding is required for this service.

### BACKGROUND

The Berkeley Public Library enters into an agreement with EBSCO Subscription Services each year to provide periodical subscriptions for the following calendar year. The prices that EBSCO is able to obtain on behalf of the Library are significantly lower than the Library could negotiate directly with the periodical companies. There are no other vendors that provide periodical subscriptions at the same or better discount rates that can interface with the Library's catalog system (Innovative Interfaces, Inc.).

### CURRENT SITUATION

The Library has an existing agreement with EBSCO for the provision of periodical subscriptions for the calendar year of January 1, 2007 through December 31, 2007. In order to get the highest discount offered for next year, the Library must enter into an agreement and pay the initial invoice no later than June 26, 2007. Since the City is disallowing new purchase agreements for FY07 after May 16, 2007, the Library must enter the requisition for the periodicals into the FUND\$ system no later than May 10, 2007 in order to make the discount deadline.



### ALTERNATIVE ACTIONS

The Library has considered going out to bid for competitive vendors. However, upon the recommendation of the City's General Services Manager, the Library determined that it would not be cost effective to do so as it was clear that, in this particular field, the list of vendors meeting the necessary criteria was not sufficient to warrant the cost in staff time and effort (see attached report from May 17, 2006 Board of Library Trustees meeting).

### FUTURE ACTION

No future action is necessary.

### CONTACT PERSON

Francisca Goldsmith, Collection Services Manager  
Trarie Kottkamp, Technical Services Manager

### Attachments:

1. Resolution
2. EBSCO Contract report from May 17, 2006 Board of Library Trustees meeting

**RESOLUTION NO.: R07-\_\_\_\_\_**

**ADOPT A RESOLUTION AUTHORIZING THE DIRECTOR OF LIBRARY SERVICES TO ENTER INTO A PURCHASE AGREEMENT WITH EBSCO SUBSCRIPTION SERVICES FOR THE PROVISION OF PERIODICAL SUBSCRIPTIONS TO THE BERKELEY PUBLIC LIBRARY FOR THE PERIOD OF JANUARY 1, 2008 THROUGH DECEMBER 31, 2008 IN AN AMOUNT NOT TO EXCEED \$120,000**

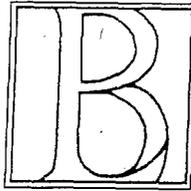
WHEREAS, the Berkeley Public Library enters into a purchasing agreement with a third-party company to provide periodical subscriptions; and

WHEREAS, the current agreement with EBSCO Subscription Services expires on December 31, 2007; and

WHEREAS, there are not sufficient vendors providing similar services offering the same or better discount rates that can interface with the Library's catalog system; and

WHEREAS, failure to enter a purchase requisition into the City's FUNDS system to pay in advance for the subscriptions by May 10, 2007 could result in a loss of a discount on periodical subscription rates.

NOW THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley that the Director of Library Services is authorized to enter into a purchase agreement with EBSCO Subscription Services for the provision of periodical subscriptions to the Berkeley Public Library for the period of January 1, 2008 through December 31, 2008 in an amount not to exceed \$120,000.



IV.5

## BERKELEY PUBLIC LIBRARY

Jackie Y. Griffin

Director of Library Services

Date: May 17, 2006  
To: Board of Library Trustees  
From: Trarie Kottkamp, Technical Services Manager  
Subject: **EBSCO Contract**

Attached is a recommendation that the Board approve a sole source contract with EBSCO to provide periodical subscriptions to Berkeley Public Library for the next three years.

I am making this request with the recommendation of Sharon Thygesen in City Purchasing. Sharon recommends that when a service can be supplied by only one supplier, that neither the library nor City Purchasing should expend the time and staff expense of a formal RFP. This recommendation is based on the information that EBSCO is the currently the only provider of subscription services to mid-size public libraries. EBSCO is also the only periodical subscriber who could meet two of BPL's most important RFP requirements: 1) that the supplier be able to handle all of the majority of titles that Berkeley subscribes to; and 2) that the supplier has the ability to interface with Innovative Interfaces, Inc.'s system, for electronic invoicing, claims and orders and that they supply the names of at least five mid-size public libraries using a general release form of this software.

After extensive research I was able to identify only two other periodical suppliers. Blackwell is a reputable vendor who specializes in academic and foreign titles, not multiple copies of Sunset or Cricket. W.T. Cox provides titles for K-12 libraries and a few small public libraries, mostly on the east coast. BPL used W.T. Cox a number of years ago, and they cannot provide some of the more adult or specialized titles (BPL subscribes to a large number of art, music and business titles not used in many K-12 schools) In addition, W.T. Cox said they were testing an electronic interface to use with Innovative Interfaces, Inc. but that they had only one beta-site library interested in testing the product. I made three phone calls and sent two e-mails to Tony Howell, the vice president of W.T. Cox, trying to get the name of the library doing the beta test. I received no response.

I called more than ten Bay Area public libraries and each of them uses EBSCO as their periodical supplier. In fact two of them, Hayward Public and Marin County, no longer do RFP bids for periodicals because EBSCO is the only public library source.

I respectfully request that we start the process of contract with EBSCO for periodical subscriptions for the next three years. In the past, EBSCO has offered significant discounts for early payment of the invoice. The sooner we contract with them and pay the invoice, the greater the discount.



## BERKELEY PUBLIC LIBRARY

### CONSENT CALENDAR

May 9, 2007

**To:** Board of Library Trustees

**From:** Donna Corbeil, Director of Library Services

**Subject:** Recommendation to City Council on FY08 Library Tax Rate

### RECOMMENDATION

Adopt a resolution to recommend that the Berkeley City Council set the FY 2008 tax rate for the Library Services Tax at \$0.1505 (15.05 cents) per square foot for dwelling units and \$0.2190 (21.90 cents) per square foot for industrial, commercial, and institutional buildings.

### FISCAL IMPACT OF RECOMMENDATION

The total revenue generated by the Library Tax in FY08 is expected to be approximately \$13,193,834. It is estimated that the tax will cost residential taxpayers no more than the following average amounts during Fiscal Year 2008:

<u>Square Feet</u>	<u>Annual Tax</u>	
	<u>FY07</u>	<u>FY08</u>
1,200	\$172.80	\$180.60
1,500	\$216.00	\$225.75
1,900	\$273.60	\$285.95
3,000	\$432.00	\$451.50
3,900	\$561.60	\$586.95
10,000	\$1,440.00	\$1,505.00

It is estimated that the cost of the tax for a 1,500 square foot commercial establishment will increase from \$315 in FY07 to \$329 in FY08.

### BACKGROUND

The Central library and branch libraries receive approximately 96% of their funding through a citywide special tax (referred to as the Library Relief Act of 1980) of \$0.1440 per square foot on all improvements to residential real property in the City of Berkeley, and \$0.2180 per square foot on all improvements to industrial, commercial, and



institutional real property. The purpose of the tax is to raise revenue to assure the provision of Library services at the level which permits library operations six days a week at branch libraries, seven days a week at the Central Library, and permits the purchase of library materials at levels which are commensurate with the libraries' hours of service, staffing and patron needs.

### CURRENT SITUATION

Currently, the Library Tax raises approximately \$12.6 million per year and is indexed to the greater of the cost of living in the immediate San Francisco Bay Area or per capita personal income growth in California. The City tax rate for FY08 is being adjusted by the increase of 4.42% in the per capita Personal Income Growth in California, which is greater than the estimated 3.2% increase in the San Francisco Bay Area Consumer Price Index (actual rate not available until mid-May). This results in a rate increase from \$0.1440 in FY07 to \$0.1505 in FY08 on residential property and from \$0.2180 in FY07 to \$0.2190 in FY08 on industrial, commercial, and institutional property.

### ALTERNATIVE ACTIONS

The alternative of adopting a rate increase for FY08 based on the Consumer Price Index would not be fiscally sound, as indicated above.

### FUTURE ACTION

The Board's recommendation will be forwarded to the City's Director of Finance to be submitted to the City Council for action.

#### Attachments:

1. Resolution

**RESOLUTION NO.: R07-\_\_\_\_\_**

RECOMMEND THAT THE BERKELEY CITY COUNCIL SET THE FY 2008 TAX RATE FOR THE LIBRARY SERVICES TAX AT \$0.1505 (15.05 CENTS) PER SQUARE FOOT FOR DWELLING UNITS AND \$0.2190 (21.90 CENTS) PER SQUARE FOOT FOR INDUSTRIAL, COMMERCIAL, AND INSTITUTIONAL BUILDINGS

WHEREAS, each year the City Council adopts an ordinance to increase the rate for the Library Services Tax, which supports the Library's operations; and

WHEREAS, the City Council can consider either the San Francisco Bay Area Consumer Price Index or the per capita Personal Income Growth in California; and

WHEREAS, the Board of Library Trustees makes recommendations to the City Council each year on the adoption of an annual increase in the Library Services Tax rate; and

WHEREAS, the California Personal Income Growth has been established as 4.42% and the San Francisco Bay Area Consumer Price Index is estimated to be at 3.2%; and

WHEREAS, the Board of Library Trustees has in the past four years recommended that the City Council adopt the greater of the two options.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley to recommend that the Berkeley City Council set the FY 2008 tax rate for the Library Services Tax at \$0.1505 (15.05 cents) per square foot for dwelling units and \$0.2190 (21.90 cents) per square foot for industrial, commercial, and institutional buildings.



## BERKELEY PUBLIC LIBRARY

### CONSENT CALENDAR

May 9, 2007

**To:** Board of Library Trustees

**From:** Beverli A. Marshall, Finance Manager

**Subject:** Increase in Expenditure Authority for Purchase of Supplies in FY07

#### RECOMMENDATION

Adopt a resolution authorizing the Director of Library Services to approve payments to vendors, per Attachment A, for materials and supplies purchased in accordance with the Fiscal Year 2007 adjusted budget.

#### FISCAL IMPACT OF RECOMMENDATION

The additional cost of the anticipated expenditures for these vendors is approximately \$195,000 for FY07 and is included in the adjusted FY07 budget. No additional appropriation is necessary to make these purchases.

#### BACKGROUND

The Board of Library Trustees, at the September 26, 2006, meeting authorized the Interim Director of Library Services to enter into purchase agreements with various vendors for the purchase of materials and supplies during FY07. The authority was limited to specified amounts per vendor, which were based on purchase levels in FY06 as an estimate of anticipated purchases for FY07.

At the January 17, 2007, meeting of the Board of Library Trustees, the Trustees authorized the Director of Library Services to enter into purchase agreements for services up to \$25,000 and materials and supplies up to \$50,000.

#### CURRENT SITUATION

The Library has expended approximately 70% of the adjusted budget on library materials (books, periodicals, tapes, cd's, dvd's, video's, etc.) and supplies. The expenditures for several of the vendors during the remainder of the fiscal year will exceed the amount authorized at the September 26, 2006 Board of Library Trustees meeting. For example, the original authority for purchase from Dell was \$150,000. Thanks to the grant we received from the Bill & Melinda Gates Foundation, we were



able to purchase \$73,500 in public use computers in addition to those budgeted as part of the annual replacement plan. Therefore, the Board of Library Trustees must authorize the Director of Library Services' to make purchases in excess of the originally authorized amount.

#### ALTERNATIVE ACTIONS

If the additional authority is not authorized, the Library will have to hold all requests for materials and supplies until July 7, 2007. This could have a negative impact on Library operations for the remainder of FY07.

#### FUTURE ACTION

No future action is necessary.

#### Attachments

##### 1. Resolution

Attachment A – FY07 Additional Authorization for Purchase of Materials & Supplies:  
by vendor

**RESOLUTION NO.: R07-\_\_\_\_\_**

**AUTHORIZING THE DIRECTOR OF LIBRARY SERVICES TO APPROVE PAYMENTS TO VENDORS, PER ATTACHMENT A, FOR MATERIALS AND SUPPLIES PURCHASED IN ACCORDANCE WITH THE FISCAL YEAR 2007 ADJUSTED BUDGET**

WHEREAS, the Board of Library Trustees of the City of Berkeley adopted an annual for Fiscal Year 2007 that included expenditures for supplies and library materials; and

WHEREAS, the Board of Library Trustees adopted Resolution R07-08 authorizing the Director of Library Services to enter into purchase orders for materials up to \$50,000 and services up to \$25,000; and

WHEREAS, the Berkeley Public Library purchases materials and supplies in accordance with the adopted budget;

NOW THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley authorizes the Director of Library Services to approve payments to vendors, per Attachment A, for materials and supplies purchased in accordance with the Fiscal Year 2007 Adopted Budget.

**ATTACHMENT A**  
**BERKELEY PUBLIC LIBRARY**  
**FY07 Additional Authorization for Purchase of**  
**Materials and Supplies: by Vendor**

<b>Vendor</b>	<b>Type of Service/Supply</b>	<b>FY07 Original Authorization</b>	<b>FY07 Additional Authorization Requested</b>	<b>FY07 Total Authorization</b>
Baker & Taylor Inc.	Library Materials	\$ 130,000	\$ 20,000	150,000.00
Book Wholesalers, Inc.	Library Materials	\$ 100,000	\$ 125,000	225,000.00
Dell	Computer Equipment	\$ 150,000	\$ 50,000	200,000.00



## BERKELEY PUBLIC LIBRARY

### CONSENT CALENDAR

May 9, 2007

**To:** Board of Library Trustees

**From:** Beverli A. Marshall, Finance Manager

**Subject:** Agreement with Innovative Interfaces, Inc. for Hardware and Software Maintenance Services

### RECOMMENDATION

Adopt a resolution authorizing the Director of Library Services to enter into an agreement with Innovative Interfaces, Inc. for the provision of hardware and software maintenance services for the Library's circulation system for the period July 1, 2007 through June 30, 2008 in a total amount not to exceed \$65,000.

### FISCAL IMPACT OF RECOMMENDATION

The total cost of the contract will be \$65,000 will be included in the proposed FY08 Budget.

### BACKGROUND

Innovative Interfaces, Inc. (III) is the sole source provider for maintenance services on the Millennium circulation software. A new agreement must be signed each fiscal year. The Berkeley Public Library uses INNOPAC as its online public catalog, as well as the circulation, acquisition, serial and cataloging modules that support patrons' access to the Library's collections. The Library also utilizes the INN-Reach (LINK+) module to expand access to collections beyond those owned by the Berkeley Public Library.

### CURRENT SITUATION

The current agreement between III and the Berkeley Public Library began on July 1, 2006 and expires on June 30, 2007. Failure to maintain a maintenance agreement on the automated circulation system could result in operational difficulties and have a negative impact on patrons utilizing Library services.

### ALTERNATIVE ACTIONS



Millennium is proprietary software that can only be maintained by Innovative Interfaces, Inc. No other vendor can provide the expertise and detailed support available from this vendor.

FUTURE ACTION

No future action is necessary.

CONTACT PERSON

Trarie Kottkamp, Technical Services Manager

Attachments:

1. Resolution

**RESOLUTION NO.: R07-\_\_\_\_\_**

**AUTHORIZE DIRECTOR OF LIBRARY SERVICES TO ENTER INTO AN AGREEMENT WITH INNOVATIVE INTERFACES, INC. FOR THE PROVISION OF HARDWARE AND SOFTWARE MAINTENANCE SERVICES FOR THE LIBRARY'S CIRCULATION SYSTEM FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008 IN A TOTAL AMOUNT NOT TO EXCEED \$65,000**

WHEREAS, on October 8, 2003, the Board of Library Trustees authorized a sole source contract with Innovative Interfaces, Inc. for the provision of maintenance services on the circulation system in an amount not to exceed \$51,204 for the period July 1, 2003 through June 30, 2004; and,

WHEREAS, on June 9, 2004, the Board of Library Trustees authorized an amendment to the sole source contract with Innovative Interfaces, Inc. for the provision of maintenance services on the circulation system in an amount not to exceed \$103,320 for the period July 1, 2003 through June 30, 2005; and,

WHEREAS, on May 11, 2005, the Board of Library Trustees authorized an amendment to the sole source contract with Innovative Interfaces, Inc. for the provision of maintenance services on the circulation system in an amount not to exceed a total contract amount not to exceed \$160,000 for the period July 1, 2003 through June 30, 2006, which has expired; and

WHEREAS, on September 26, 2006, the Board of Library Trustees authorized a new sole source agreement with Innovative Interfaces, Inc. for the provision of maintenance services for the period of July 1, 2006 through June 30, 2007; and

WHEREAS, failure to enter into a new agreement each year will result in the termination of support for the hardware and software supporting the Library's circulation system; and

WHEREAS, the cost of the annual maintenance agreement is provided for in the Proposed FY 2008 Budget.

NOW THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley to authorize Director of Library Services to enter into an agreement with Innovative Interfaces, Inc. For the provision of hardware and software maintenance services for the library's circulation system for the period July 1, 2007 through June 30, 2008 in a total amount not to exceed \$65,000.



## BERKELEY PUBLIC LIBRARY

### CONSENT CALENDAR

May 9, 2007

**TO:** Board of Library Trustees

**FROM:** Donna Corbeil, Director of Library Services

**SUBJECT:** Authorization to apply for and accept grant funds in the amount of \$17,870 for FY2007/2008 California State Library Services and Technology Act (LSTA) ELF Continuation Grant

### RECOMMENDATION

Adopt the attached resolution authorizing the Library Services Director to apply for LSTA grant funds for continuation of the Early Literacy for Families (ELF) California State Library Services grant program in the amount of \$17,870 for FY2007/2008, and to accept the grant if awarded.

### INTRODUCTION

The Acting Children's Services Manager, Elizabeth Overmyer, has prepared a grant application to expand components of the ELF program, to all the branches, Central and the Vera Casey Center. Libraries that participated in year one of the ELF program are eligible to apply for continuation of program funds. Berkeley Public Library applied for and received a grant of \$5,000 last fiscal year and was therefore able to take advantage of continuing funding. Applications are due in May and the California State Library will announce awards this summer.

### FISCAL IMPACT

There are no fiscal impacts.

### BACKGROUND

The California State Library recently launched the EARLY LEARNING WITH FAMILIES @ YOUR LIBRARY program that emphasizes using child development knowledge to enrich library services. The target age range is 0-5 years of age and parents or caregivers of these children as the most influential person in a child's life.

In FY2006/07 the West Branch Library received a grant of \$5,000 to launch the ELF Program. A power point of that program is attached. The FY2007/08 application will continue the current program at West and expand it to other locations through duplication of some of the original West programs and, in addition, establish a basic collection of picture books at the Vera Casey Center. The West Branch programs have proven to be very successful.



### CURRENT SITUATION AND ITS EFFECTS

The FY2007/08 funds were expended per the grant award and resulted in improved services to families in the West Berkeley community. The implementation of the FY2007/08 grant, if funded, would be coordinated by the Children's Services Manager with the assistance of Nora Hale, the children's librarian at the West Branch.

### FUTURE ACTION

No future action is necessary.

### CONTACT PERSON

Linda Perkins, Acting Deputy Director

Attachments:

1. Resolution
2. Power Point Slides: ELF Project Overview
3. California State Library: Early Learning with Families Initiative

**RESOLUTION NO.: R07-\_\_\_\_\_**

**AUTHORIZATION TO APPLY FOR AND ACCEPT GRANT FUNDS IN THE AMOUNT OF  
\$17,870 FOR FY2007/2008 CALIFORNIA STATE LIBRARY SERVICES AND  
TECHNOLOGY ACT (LSTA) EARLY LITERACY FOR FAMILIES (ELF)  
CONTINUATION GRANT**

WHEREAS, the California State Library has recently launched the Early Literacy for Families, which targets children 0-5 years of age and encourages child development knowledge by involving the parents or caregivers; and

WHEREAS, in FY2006/2007 the Berkeley Public Library received a \$5,000 grant to launch the Early Literacy for Families program at the West Branch; and

WHEREAS, the program has proven to be successful; and

WHEREAS, the Berkeley Public Library wishes to expand these programs to include the other three branches, Central Library, and the Vera Casey Center; and

WHEREAS, the applications for FY2007/2008 grant funding are due in May 2007 with awards being announced in the summer of 2007.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley hereby authorizes the Director of Library Services to apply for the FY2007/2008 California State Library Services and Technology Act Early Literacy for Families Continuation Grant in the amount of \$17,870.00.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Library Trustees of the City of Berkeley hereby authorizes the Director of Library Services to accept these grant funds should they be awarded.

## ELF Project Overview

Early Learning with Families  
Berkeley Public Library  
West Branch  
Nora Hale

## Project Goals

- Family-friendly environment
- Destination stay plus checkout
- Multi-disciplinary learning
- Family is primary teacher
- Library central learning resource

## Description

- The initial \$5000.00 grant made possible:
  - Purchase of double-sided couch
  - Painting of picturebook area
  - Purchase of multiple copies of family learning brochures
  - Collection of tactile learning tools, including Hob Knob wall mount/ Touch 'n' See color easel/ soft blocks/
  - Collection of cloth dolls
  - Refurbishing of picturebook shelving
  - Rugs in Spanish language and picturebook areas

## Show and Tell

### Furniture



## Show and Tell

### Space enhancement



## Show and Tell

### Books



## Show and Tell

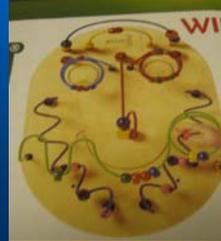


Soft Toys



## Show and Tell

Manipulatives



## Expansion

- West Branch:
- Mother Goose on the Loose mobile outreach
- Mother Goose on the Loose in-house program/ materials
- Additional purchase of brochures
- One more Hob Knob manipulative
- Internship Opportunity/ SJLIS

## Branch Possibilities

- Central, North Branch, South Branch: 2 family information nights (Lawrence Hall of Science plus one other community group)
- Space Enhancement/ South & Central:
  - Rugs
  - Brochure storage
  - Family-friendly furniture
- Parent/ caretaker brochure collection

## Program Enhancements/ beyond West

- South – add unstructured learning time to end of each Baby Bounce
- All (West/South/North/Central): 2 family information/activity nights including 1 Lawrence Hall of Science program plus one more community presentation
- Central – collection of books for the Vera Casey Center, building on Teen Librarian partnership

## Final Points

- May 4<sup>th</sup>/ 4:00 – request due to CA State Library
- Partners: YMCA, Head Start, Lawrence Hall of Science, and others
- Year 2 grant would provide intermittent coverage at West to support mobile MGOL outreach and duplicate certain successful elements of year 1 at South/Central/North

## California State Library Early Learning with Families Initiative

*"Families may be big, small, extended, nuclear, multi-generational, with siblings or not, with one parent, two parents, grandparents or foster parents. Families live under one roof or many. We become part of a family by birth, adoption, marriage, or from a desire for mutual support. A family is a culture unto itself with different values and unique ways of realizing its dreams. Together, families become the source of our rich cultural heritage and spiritual diversity. Families create neighborhoods, communities, states and nations."*

(Adapted from the New Mexico Coalition for Youth and Families, 1990.)

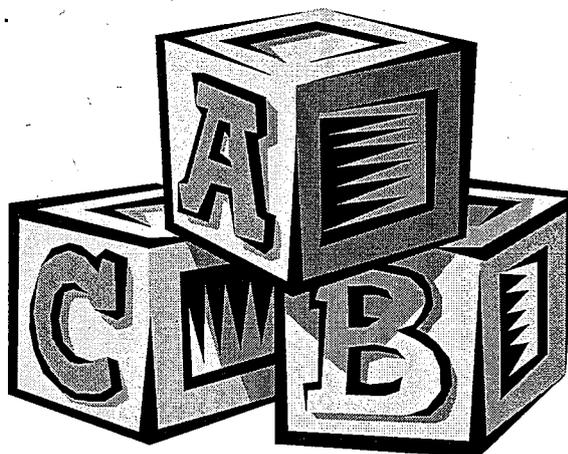
### Philosophy

Public libraries are important community centers with the ability to reach families, caregivers, and childcare providers from all walks of life. Libraries serve their communities as resource centers and bridges – conveying important information, facilitating access to a wide array of resources and services, and helping families and the community get their needs met. Libraries also serve a vital role as community partners in the lifelong learning of their citizens. For these reasons, public libraries are uniquely positioned to provide supportive, family centered early learning environments and services that delight and inspire, helping our very youngest citizens, their families and subsequently our communities, reach their full potential.

*Early Learning with Families* is founded on the recognition that the family (parent or caregiver) is the constant in a child's life, while service systems and their personnel fluctuate. Furthermore, families are not only children's first but also their most powerful teachers. Research has shown that parent/family involvement in a child's development and education is more important to that child's eventual success than family income or education. For these reasons, library *Early Learning with Families* programs are most effective when built upon partnerships between families, caregivers and library professionals where information is shared and family expertise and diversity are valued; where programs and activities acknowledge that no single approach is right for all families; and where libraries serve as facilitators of families' self-discovery and mastery.

Children's development, especially during the first five years of life, is highly impacted by the kinds of environments and experiences to which they are exposed. Experiences and surroundings that delight in inquiry, encourage discovery and invite play naturally lead to children's development and learning.

Learning as a way of life begins with the joy of engagement, thrill of discovery, and satisfaction of achievement in response to stimulating experiences and challenges. The *Early Learning with Families* initiative is intended to help libraries become just such places for the families in their communities.



## California State Library Early Learning with Families Initiative

### Values

- Public libraries are community hubs – connecting people, organizations and resources. They are uniquely positioned to expose families to a wealth of resources to support their children's early learning and development.
- Early language, reading and writing development begins in the first five years of life and is closely linked to a child's earliest experiences with words, books and stories.
- All children are born wired for feelings and ready to learn. Children's physical, social, cognitive and emotional development is understood as interrelated. Development in one area affects and is affected by development in others.
- Children's development unfolds along individual pathways that are often uneven across developmental areas, with peaks and plateaus leading to new peaks.
- Every child is recognized as an individual with unique abilities, personality traits, learning styles, interests, needs, background and ways of responding to the world.
- Young children develop and learn best when they are safe and valued, their physical needs are met, they feel psychologically secure and they have positive interactions with other people.
- Early environments matter and nurturing human relationships are essential.
- Families are children's first and most powerful teachers. Their strengths and resources are highlighted, not their deficits, and their diversity and expertise is respected.
- Learning opportunities for parents and caregivers are varied and responsive to parent/caregiver needs, including both informal and non-traditional approaches.
- For young children, play is valued as the primary medium for social, emotional, physical, and cognitive development and learning.
- Public libraries are in a unique, neutral position to embrace and explore cultural diversity.
- Choice and flexibility are in abundance.
- Collaboration with families and community partners is embraced as a valuable source of learning and creativity.
- Family and child empowerment is key and is reflected in library policies, programs, partnerships and environments.
- Libraries and literacy services are especially skilled at introducing families and their children to the magic of the written word, the joys of storytelling, the wonder of books, and the value of language in nurturing young children's development.



## BERKELEY PUBLIC LIBRARY

### CONSENT CALENDAR

Date: May 9, 2007

**TO:** Board of Library Trustees

**FROM:** Donna Corbeil, Director of Library Services

**SUBJECT:** Amend the Board of Library Trustees 2007 regular meeting schedule

### RECOMMENDATION

Adopt the attached resolution amending the 2007 regular meeting schedule for the Board of Library Trustees.

### FISCAL IMPACT

This report will have no fiscal impacts.

### BACKGROUND

On December 6, 2006 the Board approved the 2007 regular meeting schedule by Resolution No. 06-111.

During the April 18, 2007 regular Board meeting the Trustees instructed the Director of Library Services to bring forth a report amending the 2007 regular meeting schedule. It is the practice of the City of Berkeley City Council and various other commissions to take a recess during the month of August and the Board expressed their interest in incorporating this into their calendar.

The Board additionally requested that the May 16, 2007 regular meeting also be canceled and those items scheduled for this date be brought to the Board at the May 9, 2007 special meeting. Upon cancellation of this regular meeting, public notices will be posted as required.

### CURRENT SITUATION AND ITS EFFECTS

The current approved schedule for the remaining portion of the year is as follows:

- Wednesday, May 16<sup>th</sup> (proposed for cancellation)
- Wednesday, June 20<sup>th</sup>
- Wednesday, July 18<sup>th</sup>
- Wednesday, August 15<sup>th</sup> (proposed for cancellation)
- Wednesday, September 19<sup>th</sup>
- Wednesday, October 17<sup>th</sup>
- Wednesday, November 21<sup>st</sup>
- Wednesday, December 19<sup>th</sup>



The cancellation of the May 16, 2007 regular meeting will result in the Library's FY2008 final budget being accepted by the Board on June 20, 2007 for recommendation to the City Council.

FUTURE ACTION

No future action is needed.

Attachments:

1. Resolution

**RESOLUTION NO.: R07-\_\_\_\_\_**

**AMENDING THE 2007 MEETING SCHEDULE FOR THE BOARD OF LIBRARY TRUSTEES**

WHEREAS, on December 6, 2006 the Board of Library Trustees approved the 2007 regular meeting schedule; and

WHEREAS, it is the practice of the City of Berkeley City Council and various other commissions to take a recess during the month of August; and

WHEREAS, the Board of Library Trustees requested the 2007 calendar be amended to reflect an August recess; and

WHEREAS, the Board requested to cancel the regular May 16, 2007 meeting; and

WHEREAS, a special meeting will be held in the place of the May 16, 2007 regular meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley to amend the 2007 meeting schedule and cancel the April and August regular meetings.



## BERKELEY PUBLIC LIBRARY

### DISCUSSION CALENDAR

May 9, 2007

**TO:** Board of Library Trustees

**FROM:** Donna Corbeil, Director of Library Services

**SUBJECT:** Contract with Hatchuel Tabernik and Associates (HTA) for consulting services to complete a needs assessment related to Providing Southwest Berkeley library service needs

### RECOMMENDATION

Adopt a resolution authorizing the Director of Library Services to negotiate a scope of service, execute a contract, and any amendments with Hatchuel Tabernik and Associates (HTA) for the provision of planning consultant services for determining the library service needs of Southwest Berkeley in an amount not to exceed \$30,000 for the period of May 10, 2007 to December 31, 2007.

### FISCAL IMPACT

The total cost of the contract is estimated at \$24,900.

### BACKGROUND

In April the City Finance Office released two Requests for Proposals (RFPs) on behalf of the Library. Both of these contracts will be funded by Workforce Housing Reward program (WFH) grant funds.

The RFP, *Berkeley Public Library Southwest Berkeley Library Service Needs*, not to exceed \$25,000, was released as scheduled with proposals from potential bidders due on May 1, 2007. No firms responded. The Library would like to contact the firm of HTA, who has successfully completed consultant services for the Library in the recent past, to develop a scope of service that will fulfill the intent of the RFP.

The purpose of this consultant service is to assess the Library needs of the Southwest Berkeley community and to identify the service area; identify key documents; the best approach to engaging the community; and, in consultation with staff, develop and execute a comprehensive needs assessment that includes public participation utilizing a variety of methods. Following this effort the firm will, in consultation with staff, explore options for meeting identified needs and community desires. Ongoing communication between the consultants and staff is anticipated, culminating in a report to the board.



### CURRENT SITUATION

The needs of the south and southwest sections of the city are not fully known. This report will provide valuable information to the staff and the board in long-range and short-term planning.

### FUTURE ACTION

The Library will expect a completed Southwest Berkeley community needs assessment sometime in early fall 2007.

Attachments:

1. Resolution

**RESOLUTION NO.: R07-\_\_\_**

**AUTHORIZING THE DIRECTOR OF LIBRARY SERVICES TO NEGOTIATE A CONTRACT,  
SCOPE OF SERVICES, AND ANY AMENDMENTS WITH HATCHUEL TABERNIK AND  
ASSOCIATES TO PROVIDE A LIBRARY SERVICE NEEDS ASSESSMENT OF  
SOUTHWEST BERKELEY**

WHEREAS, in April 2007 the City of Berkeley Finance Department, on behalf of the Berkeley Public Library, released a Request for Proposals to solicit bids from consultants to perform a library service needs assessment on Southwest Berkeley; and

WHEREAS, on May 1, 2007 the bid closed and no proposals were submitted; and

WHEREAS, the Berkeley Public Library now wishes to contact Hatchuel Tabernik and Associates to attempt negotiating a contract and scope of services that will fulfill the intent of the RFP; and

WHEREAS, if and when a contract has been agreed and executed, Hatchuel Tabernik and Associates will, in consultation with staff, develop a comprehensive needs assessment on the Southwest Berkeley community.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley hereby authorizes the Director of Library Services to negotiate a contract and scope of services with Hatchuel Tabernik and Associates for an amount not to exceed \$30,000.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Library Trustees of the City of Berkeley hereby authorizes the Director of Library Services to enter into any necessary amendments with Hatchuel Tabernik and Associates to the aforementioned contract.



## BERKELEY PUBLIC LIBRARY

### DISCUSSION CALENDAR

May 9, 2007

**TO:** Board of Library Trustees

**FROM:** Donna Corbeil, Director of Library Services

**SUBJECT:** Begin recruitment process to fill vacancy on Board of Library Trustees created by Trustee Laura Anderson's term end of October 1, 2007

#### RECOMMENDATION

Approve recruitment process, to include adoption of announcement documents, for Vacancy on Board of Library Trustees created by Trustee Laura Anderson's term end of October 1, 2007.

#### FISCAL IMPACT

This report has no fiscal impact.

#### BACKGROUND

Trustee Laura Anderson's second four year term will end on October 1, 2007. Trustees are limited to a maximum of two terms. In order to ensure a replacement is selected and confirmed by the City Council prior to the end of her term the process for replacement should begin up to six months in advance to ensure a full Board.

#### CURRENT SITUATION AND ITS EFFECTS

The process and criteria related to Trustee appointments is currently under review by a 2X2 Ad Hoc committee. The results of this committee's work and the final disposition of their recommendations are expected within the next few months. While this work is underway an announcement of the vacancy could be posted on the city website by the City Clerk. The Board could authorize at this time the minimum action of announcing the upcoming vacancy. This is recommended to ensure adequate time to complete the process prior to Trustee's Anderson leaving.

#### TIMELINE

Date	Action
Wednesday, May 9 <sup>th</sup>	Board reviews and approves vacancy announcement and forwarding to City Clerk for posting
June & July	Recruitment, Application Review, Interview & Recommendation
Thursday, August 23 <sup>rd</sup>	City Council Consent Report due to the City Clerk's office
Tuesday, September 18 <sup>th</sup>	City Council meeting to approve the consent item to appoint the



	recommended candidate
October 1 <sup>st</sup>	Trustee Anderson's term expires
Wednesday, October 17 <sup>th</sup>	New Trustee's first meeting as a Board member

A copy of the 2007 City Council Meeting Timeline is attached for reference.

## RECRUITMENT

The current boards and commission page of the city's website gives general information on commission vacancies and specific information for the Board of Library Trustees, including BOLT Application, Supplemental Questionnaire, meeting times, minutes and a link to the Library's website. In addition, the Board's mission and the following charter citations are listed with full text.

### Chapter 3.04 BOARD OF LIBRARY TRUSTEES (see Charter § 30)

- Section 3.04.010 Composition--Term of office.
- Section 3.04.040 Organization of board.
- Section 3.04.050 Control and management authority--Meetings--Library defined.
- Section 3.04.060 Tax levy for library expenditures.
- Section 3.04.070 Library fund--Created--Disposition.
- Section 3.04.080 Library property to vest in City when.
- Section 3.04.090 Powers and duties.
- Section 3.04.100 Reports required.

The three documents most relevant to the recruitment process: Application for Appointment to Berkeley Boards and Commissions and the Supplemental Questionnaire for the Berkeley Board of Library Trustees, are included for the Board's review, revision and approval.

Changes to the supplemental questions and/or the responsibilities document may be made at this time based on Board discussion and the Ad Hoc Committees recommendations or be deferred to a future meeting. Copies of the original criteria, Ad Hoc Committee revisions from the April 25, 2007 meeting, and a draft of changes made at the May 1, 2007 are attached.

## ALTERNATIVE ACTION

If the board chooses to not act at this time the Trustee vacancy announcement could be reviewed and approved at the June 9<sup>th</sup> meeting. The Board could alternatively review the announcement documents at the May 9<sup>th</sup> meeting and give final approval at the June 20<sup>th</sup> meeting with the announcement postponed until that time. This could have a negative impact on the ability to recruit an adequate number of qualified applicants for the vacancy and/or delay the process beyond the end of Trustee Anderson's term.

## FUTURE ACTION

No future action is necessary.

### Attachments:

1. 2007 City Council Meeting Timeline
2. Application for Appointment to Berkeley Boards and Commissions
3. Supplemental Questionnaire for the Berkeley Board of Library Trustees



4. Original Version - Responsibilities of the Library Trustees
5. 04/25/07 Clean Draft Version - Responsibilities of Library Trustees
6. 04/25/07 Red-Lined Draft Version - Responsibilities of the Library Trustees
7. **DRAFT:** 05/01/07 Clean Draft Version - Responsibilities of the Library Trustees
8. **DRAFT:** 05/01/07 Red-Lined Draft Version - Responsibilities of the Library Trustees

# 2007 COUNCIL MEETING TIMELINE

COUNCIL MEETING	THURSDAY 12:00 PM - Week 1 -	MONDAY 5:00 PM - Week 3 -	THURSDAY 12:00 PM - Week 3 -	MONDAY 2:30 PM - Week 4 -	WEDNESDAY 8:30 AM - Week 4 -	THURSDAY 4:00 PM - Week 4 -
	DEPT. REPORTS DUE TO CLERK	COUNCIL MEMBER REPORTS DUE TO CLERK	CORRECTED REPORTS DUE TO CLERK	AGENDA COMMITTEE MEETING	FINAL AGENDA MEETING (PRINT AGENDA ON WED.)	COUNCIL AGENDA DELIVERY
Winter Recess [December 13 through January 15]						
Jan 16	12/14	1/2	1/4	1/8	1/10	1/11
Jan 30	1/4	1/16	1/18	1/22	1/24	1/25
Feb 13	1/18	1/29	2/1	2/5	2/7	2/8
Feb 27 <span style="color: red; font-weight: bold;">BHA</span>	2/1	2/13	2/15	2/20	2/21	2/22
Mar 13 <span style="color: blue; font-weight: bold;">BRA</span>	2/15	2/26	3/1	3/5	3/7	3/8
Mar 20 <span style="color: red; font-weight: bold;">BHA</span>	2/22	3/5	3/8	3/12	3/14	3/15
Spring Recess [March 21 through April 23]						
April 24	3/29	4/9	4/12	4/16	4/18	4/19
May 8	4/12	4/23	4/25	4/30	5/2	5/3
May 22 <span style="color: red; font-weight: bold;">BHA</span>	4/25	5/7	5/10	5/14	5/16	5/17
June 12 <span style="color: blue; font-weight: bold;">BRA</span>	5/17	5/29	5/31	6/4	6/6	6/7
June 19 - Special	5/24	6/4	6/7	6/11	6/13	6/14
June 26 <span style="color: red; font-weight: bold;">BHA</span>	5/31	6/11	6/14	6/18	6/20	6/21
July 10	6/14	6/25	6/28	7/2	7/3	7/5
July 17 <span style="color: red; font-weight: bold;">BHA</span>	6/20	7/2	7/5	7/9	7/11	7/12
Summer Recess [July 18 through September 10]						
Sept 11 <span style="color: blue; font-weight: bold;">BRA</span>	8/16	8/27	8/30	9/4	9/5	9/6
Sept 18 <span style="color: red; font-weight: bold;">BHA</span>	8/23	9/4	9/6	9/10	9/12	9/13
Oct 9	9/13	9/24	9/27	10/1	10/3	10/4
Oct 23 <span style="color: red; font-weight: bold;">BHA</span>	9/27	10/9	10/11	10/15	10/17	10/18
Nov 6	10/11	10/22	10/25	10/29	10/31	11/1
Nov 20	10/25	11/5	11/8	11/13	11/14	11/15
Dec 4 <span style="color: blue; font-weight: bold;">BRA</span>	11/8	11/19	11/21	11/26	11/28	11/29
Dec 18 <span style="color: red; font-weight: bold;">BHA</span>	11/21	12/3	12/6	12/10	12/12	12/13

= Standard Template    
  = Budget Template    
  = VTO affected Dates    
  = Holiday affected Dates

BDGT = Budget Meeting    BRA = Berkeley Redevelopment Agency    BHA = Berkeley Housing Authority  
 \*Special Meeting    \*\* Election Days

Reports not submitted by deadlines will not be included on agenda. 25 copies of "To Be Delivered" late reports due to Clerk by Noon on Thursday in time for packet delivery.

APPLICATION FOR APPOINTMENT TO BERKELEY  
BOARDS AND COMMISSIONS

NAME: \_\_\_\_\_

RESIDENCE ADDRESS: \_\_\_\_\_  
Street City Zip

BUSINESS NAME/ADDRESS: \_\_\_\_\_  
Street City Zip

OCCUPATION/PROFESSION: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

I have been a resident of Berkeley since: \_\_\_\_\_

(Response optional) Sex: \_\_\_\_\_ Race (circle one)  White  Black  Hispanic  Asian  
 Native American

I am interested in being considered for appointment to the following Berkeley  
board(s)/commission(s):

\_\_\_\_\_  
(Name of board or commission)

\_\_\_\_\_  
(Name of board or commission)

List any qualifications (work experience, education, attributes and training) which you feel would  
provide positive input to the work of the commission and the reason why you are interested in being  
appointed: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*Please use another sheet of paper, if necessary.*

The following individuals are qualified to comment on my capabilities:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE NO.</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please return this form to the Office of the City Clerk*



## Responsibilities of the Berkeley Public Library Board of Library Trustees

### *Overview*

The Berkeley Public Library Board of Trustees provides a liaison between the general public and the library. The Library Board has the legal authority and responsibility to see that the library is well-managed, and that it operates in accordance with the Berkeley City Charter (Article VII, Section 30) as well as with policies established by the Board itself.

### *Legal Authorities and Responsibilities*

Appointment of the Library Director: Trustees select and appoint the Director of the Library. They delegate to the Director the authority needed to ensure effective planning and managing of the day-to-day operations.

Policy formulation – The Director and appropriate staff assist the Trustees in developing policies to ensure that the organization is sound and can respond to the needs of the public. This includes determining fines and fees, setting or changing hours of service, approving and affirming principles used to guide collection development, and making final decisions regarding personnel actions involving grievances or the Skelly process.

Planning and Budget Review – The Trustees are involved in both short- and long-range planning; they are the managing agents of the Library Fund and are participants in the annual budget review and approval process.

### *Role as liaison between the general public and the Library*

It is the responsibility of the Library Board to represent the Berkeley community to the library by mixing with many segments and interests in the community and attending meetings of other groups; to serve as library advocates, bringing library awareness to the citizens; to explain the library and its usefulness to individuals, groups and to the political structure; to respond to questions and comments positively, accurately, and convincingly; to organize support for the library, its plans, its programs, and its growth.

### *General Qualifications*

- Demonstrated interest in and enthusiasm for the library (preferably a regular library user)
- Readiness to devote time and effort
- An open mind coupled with respect for the opinion of others
- Ability to plan creatively and to carry out plans effectively
- Courage to withstand pressures and resist influences based on prejudice
- Demonstrated initiative
- Ability to analyze the efficiency of business procedures, and to be part of the accountability process to the public
- Common sense
- Building projects – provide oversight

### *Practical background and/or direct experience in these areas is desirable:*

- Involvement in community organizations
- Local government operation
- Architecture/Building programs
- Education
- Accounting/financial management
- Business
- Executive/management techniques
- Long-range planning
- Operation of other public boards or commissions
- Personnel management
- Technology and its application

## Responsibilities of the Berkeley Public Library Board of Library Trustees

*"There is not such a cradle of democracy upon the earth as the Free Public Library; this republic of letters, where neither rank, office, nor wealth receives the slightest consideration." – Andrew Carnegie*

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### **General Qualifications**

- Demonstrated interest in and enthusiasm for the library (preferably a regular library user)
- Readiness to devote time and effort
- "Possession of an open mind and respect for the opinion of others." OR "An open mind coupled with respect for the opinion of others and a steadfast belief in intellectual freedom."
- Ability to plan creatively and to carry out plans effectively
- Courage to withstand pressures and resist influences based on prejudice
- Ability to analyze the library's business and administrative procedures, and to be part of the accountability process to the public
- Possession of common sense
- "Ability to provide oversight to construction or renovation projects for library buildings." OR [delete altogether]
- Reflects the diversity of the Berkeley community

### **Practical background and/or direct experience in these areas is desirable:**

- Involvement in community organizations
- An understanding of local government operations, of public boards, and commissions
- An interest in long-range planning
- Personal expertise in one or more of these areas:
  - ✓ Education
  - ✓ Architecture/Construction
  - ✓ Accounting/Finance

- ✓ Business
- ✓ Personnel management
- ✓ Technology
- ✓ Law/Government
- ✓ Humanities
- ✓ The Arts

*Considerations in reappointment of Trustee to a second term*

- Assessment of Trustee's contribution to BOLT during first term
- Participation in BOLT meetings and in the work of the library

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### General Qualifications

- Demonstrated interest in and enthusiasm for the library (preferably a regular library user)
- Readiness to devote time and effort
- An "Possession of an open mind coupled with and respect for the opinion of others." (SK)<sup>2</sup> OR "An open mind coupled with respect for the opinion of others and a steadfast belief in intellectual freedom." (YL)
- Ability to plan creatively and to carry out plans effectively
- Courage to withstand pressures and resist influences based on prejudice
- ~~Demonstrated initiative (SK)~~
- Ability to analyze the ~~efficiency of library's~~ business and administrative procedures, and to be part of the accountability process to the public (SK)
- ~~Common Possession of common sense (SK)~~
- ~~Building~~ "Ability to provide oversight to construction or renovation projects for library buildings." (SK)  
~~projects provide oversight OR delete altogether (YL)~~
- Reflects the diversity of the Berkeley community (SK)

### Practical background and/or direct experience in these areas is desirable:

- Involvement in community organizations
- ~~Local~~ An understanding of local government operations, of public boards, and commissions (YL)
- An interest in long-range planning (YL)
- Personal expertise in one or more of these areas: (YL)

✓ Education (YL)

⊗ ✓ Architecture/Building programs Construction (YL)

Education

- Accounting/financial management Finance (YL)
- Business (YL)
- Personnel management (YL)
- Technology (YL)
- Law/Government (YL)
- Humanities (YL)
- The Arts (YL)

- Executive/management techniques
- Long-range planning
- Operation of other public boards or commissions
- Personnel management
- Technology and its application

Considerations in reappointment of Trustee to a second term (SK)

- Assessment of Trustee's contribution to BOLT during first term (SK)
- Participation in BOLT meetings and in the work of the library (SK)

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<sup>1</sup> (YL) Comments made by Trustee Ying Lee

<sup>2</sup> (SK) Comments made by Trustee Susan Kupfer

## DRAFT DOCUMENT

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- Courage to withstand pressures and resist influences based on prejudice
- Ability to analyze the public’s business and administrative procedures, and to be part of the accountability process to the public
- Possession of common sense
- 
- Encourage and support the diversity of the Berkeley community.
- Experience with books and libraries
- Willing and able to work with the union

#### **Practical background and/or direct experience in one or more of these areas is desirable:**

- Involvement in community organizations
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- Record of availability and openness to the public and responsiveness to the press

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DRAFT

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- Experience with books and libraries
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DRAFT

Report to BOLT  
May 2007

SEIU 1021/Legacy 535 would like to express its concerns regarding the proposed budget for the library for FY 08 and FY 09.

In the past two years, the Berkeley Public Library has undergone a reorganization which brought about increased workloads in several sectors of the library, put workers' safety at risk, and compromised public service.

1. The union is very concerned that the proposed budget does not allow for full staffing levels that are adequate to correct this situation. We would urge the Board of Library Trustees to support our goal of restoring staffing levels to those prior to the library reorganization.
2. One of our priorities is to work with current library management to examine how much staff is needed to get library materials reshelved and available to the public in a timely fashion. We believe there is a commitment from management to work with the union on this. We would urge the Board of Library Trustees to support our efforts in this process.
3. While we support the BOLT's goal of restoring library hours, the union must insist that providing adequate staffing levels be part of any proposal to increase library hours. As previously stated, worker safety and public service will be negatively impacted if a plan to increase hours without enough staff is implemented.

Submitted by Andrea Segall, SEIU 1021/Legacy 535 Vice President May 3, 2007



## BERKELEY PUBLIC LIBRARY

### INFORMATION CALENDAR

May 9, 2007

**TO:** Board of Library Trustees

**FROM:** ERC / Southwest Berkeley Discussion Group

**SUBJECT:** Report from the ERC / Southwest Berkeley Discussion Group on April 2007 Activities

### BACKGROUND

At their October 18, 2006, meeting the Board of Library Trustees appointed members Ying Lee and Terry Powell to continue to study the library needs of South Berkeley and the issues of the possibility of Berkeley Public Library's participation in the Ed Roberts Campus. Alan Bern, Berkeley Public Library's Community Relations Librarian, and Christopher Adams, Vice President of the Board of Directors of the Berkeley Public Library Foundation, are also in this discussion group. Director of Library Services Donna Corbeil has joined the group as well.

### CURRENT SITUATION AND EFFECTS

The discussion group learned in April that the Ed Roberts Campus groundbreaking will be delayed until 2008. This gives the library more time to review this important opportunity.

The June 9, 2007 community meeting, a *Community Forum on South Berkeley Library: Exploring Relocation to the Ed Roberts Campus and Identifying Library Needs of Southwest Berkeley* has been the focus of discussion during the month. Planning is proceeding for dialogue with interested community members and the Library Staff committee will actively promote the event. ALL INTERESTED TRUSTEES ARE ENCOURAGED TO PARTICIPATE. Library Director Donna Corbeil will clarify Brown Act requirements for participation.

Roxanne Figueroa, Executive Director of The Berkeley Public Library Foundation, is scheduling tours of various mixed-use branch libraries. The first facility to tour will be Mission Bay Branch of the San Francisco Public Library, scheduled for late May 2007. The second facility to tour will be the Chavez Branch of the Oakland Public Library in the Fruitvale Transit Village District.

#### Attachments:

1. South Berkeley Community Forum Flyer
2. South Berkeley Community Forum Press Release



BERKELEY PUBLIC LIBRARY  
2090 KITTREDGE ST  
BERKELEY, CA 94704  
510-981-6100

# Community Forum On South Branch Library:



## Exploring Relocating to the Ed Roberts Campus *and* Identifying Library Needs of Southwest Berkeley

The Community is invited to a public-input discussion of possible future directions for library services in South and Southwest Berkeley, hosted by the Berkeley Public Library.



**Where:** St. Paul African Methodist Episcopal Church (A.M.E.)  
2024 Ashby Avenue, Berkeley

**When:** Saturday, June 9  
10:30 am to noon



Wheelchair accessible. To request a sign language interpreter, real-time captioning, materials in large print or Braille, or other accommodations, call 510-981-6107 or 510-548-1240 (TTY). Please do not wear perfumes or scents to public performances.



**BERKELEY PUBLIC LIBRARY**  
**2090 KITTREDGE ST**  
**BERKELEY, CA 94704**  
**510-981-6100**



FOR IMMEDIATE RELEASE:  
 May 1, 2007  
 Berkeley, California

Contact: Alan Bern  
 Community Relations Librarian  
 510-981-6107

**Community Forum On South Branch Library:  
 Exploring Relocating to the Ed Roberts Campus  
 and Identifying Library Needs of Southwest Berkeley**

The Community is invited to a public-input discussion of possible future directions for library services in South and Southwest Berkeley, hosted by the Berkeley Public Library.

The public is cordially invited to a community forum to discuss possibilities for improving library services in South Berkeley. The forum will be hosted by the Berkeley Public Library and will be held on Saturday, June 9, 2007, 10:30 am to noon at St. Paul African Methodist Episcopal Church (A.M.E.), 2024 Ashby Avenue, Berkeley.

Berkeley Public Library Staff, Board of Library members, and others will make brief presentations on some of the current research, proposals, and possibilities in South Berkeley, including the invitation from the Ed Roberts Campus partners to locate South Branch in the new Ed Roberts Campus building that will break ground in 2008. The presentations will be followed by public input and general discussion.

We look forward to our public's input and know that we will learn very valuable things to help us forge our future plans for branch library service, not only in South Berkeley, but throughout our entire City. See you there!



For more information on the forum, please call (510) 981-6195, or see the Berkeley Public Library website, <http://www.berkeleypubliclibrary.org>. Wheelchair accessible. Please refrain from wearing scented products to public meetings. To request a sign language interpreter, real-time captioning, materials in large print or Braille, or other accommodations, call 510-981-6107 or 510-548-1240 (TTY) one week before the program.

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## BERKELEY PUBLIC LIBRARY

### INFORMATION CALENDAR

**Date:** May 9, 2007

**TO:** Board of Library Trustees

**FROM:** Alan Bern, Community Relations Librarian  
Based on reports from Bob Saunderson and Linda Sakamoto-Jahnke

**SUBJECT:** Report on California's Library Legislative Day 2007

### INTRODUCTION

Legislative Day for California libraries is an annual event in the state capitol. This year it took place on Wednesday, April 18, 2007. Berkeley Public Library was represented in Sacramento by Alan Bern, Community Relations Librarian; Roxanne Figueroa, Executive Director of the Berkeley Public Library Foundation; Linda Sakamoto-Jahnke, Berkeley Reads Library Literacy Program Coordinator, and Bob Saunderson, Reference Librarian. Also from Berkeley were three Berkeley Unified School District librarians, Ellie Goldstein-Erickson from Berkeley High School, Alicia Mayorga, the Music Librarian, and Becca Todd, the District Library Coordinator.

### FISCAL IMPACT

This report will have no fiscal impacts.

### BACKGROUND

The event is arranged and sponsored by three organizations: California Library Association (CLA), California School Library Association (CSLA), and the California Association of Library Trustees and Commissioners (CALTAC). The day began with a large organizational meeting comprised of people representing these organizations from around the state. After introductions and some association business, the group was addressed by State Senator Tom Torlakson, Chairman of the Appropriations Committee. He is a strong supporter of library services and helped start the day with a lot of positive energy and hope for the future.

During the morning meeting two professional lobbyists (one for CLA and one for CSLA) spoke about current library legislative issues. Also, literature was handed out regarding these issues. These items became the focus of our efforts when we met with our individual legislators during the day.

### CURRENT SITUATION AND EFFECTS

There were five specific CLA legislative issues and one issue specific to CSLA.

- The California Library Association (CLA) issues:



**Public Library Foundation (PLF):** We need to urge legislatures to fully fund the PLF program at a level of \$94.22 million, or approximately \$2.49 per capita. Under the Governor's January budget proposal PLF funding has been reduced to the level of \$0.57 per capita. PLF is the only source of funding for public libraries that benefits every California equally, and it has never been fully funded. These PLF funds are non-discretionary and can be used by California public libraries for a wide variety of needs and projects.

**California State Library:** The State Library is a valuable resource for all Californians and provides vital support and services to public libraries around the state. The state's fiscal crisis has reduced support for the State Library's programs and services by over one third. Nearly 25% of its positions and over 60% of its materials budget have been eliminated. These cuts can affect Berkeley Public Library in a variety of ways: one example might be the future of the project which has allowed Berkeley Public Library to scan and digitize historic photos, an exciting project that has been shepherded by Reference Librarian Bob Saunderson. Furthermore, the State Library is one of the primary supporters of literacy programs such as our own Berkeley READS program.

**Transaction Based Reimbursement (TBR):** The TBR program reimburses local libraries for loaning books and materials to residents of other communities. Both direct loan and interlibrary loan are reimbursed. By investing as little as \$0.36 per item in 2005/06 the State provided all Californians with access to extensive resources throughout the state. It is vital that we fund TBR at the approved reimbursement rates. In an era where we are expanding our interlibrary loan program with the increasing use of LINK+, this becomes an even more important program.

**SB156 – Library Construction Bond Bill:** This statewide bond would provide \$4 billion in state monies to fund library construction and renovation projects. The needs around the state are extensive, and Berkeley Public Library is no exception in its needs for branch improvement projects. At present, there are architectural plans -- completed as part of an application under the predecessor to this bill -- which are ready and waiting to renovate and expand our West Branch.

**AB1233 – Public Library Online Homework Assistance:** This bill would provide \$3 million from the General Fund to the State Librarian for the purpose of establishing and maintaining a program of online homework assistance. At present, Berkeley Public Library offers this exciting program, but this bill would allow access across the entire state so that all California youth could have access.

- The California School Library Association (CSLA) legislative issue:

**AB 333 – School Library Equitable Access to Digital Education Resources.** Sponsored by Assembly Member Loni Hancock, SB 333 would fund subscriptions to a core collection of online magazines and databases for *all* California students in public school libraries, K-12. *Forty-seven* states already do this, but students in 42% of California school libraries have no access to these resources. This bill was originally proposed to Hancock and drafted by our legislative contact, Berkeley High School Librarian, Ellie Goldstein-Erickson.



Together with representatives from school libraries, CALTAC members, and other public libraries in our legislative districts, our group met with Loni Hancock's staff member, Rebecca Baumann, in the morning, and with Don Perata's representative, Amy Costa, in the afternoon. Both meetings were well attended, with 15 or more from their districts at each meeting. Both Hancock and Perata are supportive of libraries, but Baumann was considerably more positive and more encouraging than Costa -- Baumann encouraged us to be more insistent about our needs and to meet with other districts' representatives, who might be less supportive of library funding. Costa essentially told us not to expect support for anything new this year, including AB 333 -- there may only be a possibility of a pilot project for AB 333. The fiscal realities are just too grim, she reported. Costa told us not to expect a more favorable fiscal climate until the year 2011. Coming from a representative of the President pro Tempore of the Senate, this was not good news. We had heard this same kind of general news from our lobbyists in the morning, but this was definitely more specific and grim. Costa was more positive about the possibilities of **SB156 – Library Construction Bond Bill** funded as a bond measure for the next ballot.

#### Some general observations:

- Northern California, especially the Bay Area, seemed to be much better represented than Southern California. Some of the Bay Area legislators had 15 to 20 people visit them (or their representatives), while many of the legislators from down south had only one or none. And of course it is the legislators from Southern California that tend to vote against library funding.
- Ellie Goldstein-Erickson, Berkeley High School Librarian, did a wonderful job of organizing our contingent and of articulating our concerns.
- At both meetings we attended, several people spoke passionately and forcefully on the specific issues at hand. Our general preparation and deep-felt concerns were evident. Contra Costa County Literacy Program brought one of their adult literacy students to speak at this meeting and his tutor was also present, a powerful combination.
- In many areas of education, including school libraries and public libraries, California has fallen way behind most other states. This needs to be continuously pointed out to our elected representatives, even if they are generally in support of library funding so that they keep it at the tops of their lists.
- Our state legislators do not receive nearly enough letters in support of these issues. They all say that written communications matter, and that they would like to hear from more of us. Silence tends to lead to no action, no funding, and no service.

Overall, it was an important, enjoyable, fruitful experience. We all learned a lot and shared our views strongly with our legislators.

For more information, please go to  
<http://cla-net.org/legislation/legday.php>  
<http://www.caltac.org/>  
<http://www.schoollibrary.org/>



FUTURE ACTION

No future action is required.



## BERKELEY PUBLIC LIBRARY

### INFORMATION CALENDAR

May 9, 2007

**To:** Board of Library Trustees  
**From:** Beverli A. Marshall, Finance Manager  
**Subject:** FY07 Annual Budget Update – 3<sup>rd</sup> Quarter

### INTRODUCTION

The purpose of this report is to provide ongoing information regarding the status of the Library's finances.

### FISCAL IMPACT

There is no fiscal impact from this report.

### BACKGROUND

The Library has several revenue sources that fund its day-to-day operations. The largest revenue source is the Library Tax, which is generated from local property taxes. The Library also receives annual allocations from the California State Library in the form of the Public Library Fund (based on per capita formula), the California Library Literacy Services program (based on per capita formula), Inter-Library Loan, and Direct Loan. In addition to the property tax and the non-competitive state funding sources, the Library receives donations and gifts from the Friends of the Berkeley Public Library, the Berkeley Public Library Foundation and individual contributions.

### CURRENT SITUATION AND ITS EFFECTS

The adjusted budget for FY07 for all funds is \$15,016,086 and projected revenue is \$13,446,962. The shortfall will be addressed by drawing down the existing fund balances. For FY07, FY08 and FY09, the operating budget is significantly less than the anticipated revenue. FY10, the operating budget is approximately the same as the anticipated revenue. However, these projections are based on several factors: 1) a consistent tax base increase of at least 4%; 2) no COLAs beginning in FY09, per directions from the City's Budget Office; and 3) no increases to the benefit rates (55.35% for FY08). Changes in these factors will affect the fund forecasts.

#### 1. Library Tax Fund

The Library Tax Fund includes the revenue from the dedicated library tax, fines and fees charged to patrons, and miscellaneous revenue. To date, the total revenue from the dedicated Library Tax in FY07 is \$10,266,794 and \$298,168 from fines, fees and miscellaneous revenue sources. The Library receives periodic payments from the County Assessor's Office for the Library Tax, with the largest payments received in December, April and June. The revenue received from fines, fees and miscellaneous revenue sources is more consistent throughout the year.



As of April 30, 2007, personnel expenditures were at \$7,765,989 (72% of the adjusted budget) and projected to be 90% by year end, based on trends and the expectation of filling several vacancies within the next couple of months.

Non-personnel expenditures were \$2,060,975 which is 60% of the adjusted non-personnel budget. Projections show that approximately 95% of the non-personnel budget will be expended or committed by year end.

2. Gift Fund

The beginning fund balance of \$869,725 should remain by year end. Over half of the fund continues to be committed to children's library materials through the Alice Meyer (\$365,817) and the Max Delaware Neidorf-Weidenfeld trusts (\$93,500). The additional \$100,000 from the Berkeley Public Library Foundation donated this fiscal year for the Library Materials budget will be expended by year end.

3. All Other Funds

The Library receives revenue from a variety of sources in addition to the Library Tax Fund and the Gift Fund. The California State Library pays the Berkeley Public Library an annual allocation from the Public Library Fund based on a per capita calculation. The FY07 allocation is \$60,590, which was received used to pay for the cost of various online database services.

The Library receives an annual allocation from the State Library for Literacy programs, also based on a per capita calculation, and will be used to support ongoing Literacy services, excluding salaried Library staff. The final amount received for the FY07 program was \$62,141.

On a quarterly basis, the Library receives reimbursements from the State Library for Direct Loan and Inter-Library Loan programs. To date, the revenue from these programs is \$184,143. These funds are used to pay for the delivery of library materials between branches and LINK+ participant libraries.

In order to maintain a healthy financial foundation, the Library needs to address its annual operating shortfall, continue to develop new and ongoing funding sources, address short- and long-term facilities issues and maintain the viability and stability of the Library Tax fund balance.

The Library Tax Fund has a projected operating surplus of approximately \$200,000 for FY07 and a deficit of \$973,000 in FY08 and \$540,000 in FY09, based on the baseline budgets, as provided by the City's Budget Office. With 79% of the budget committed to personnel costs, a 4.8% COLA for FY08, unknown commitments for upcoming union contracts and rising health insurance rates, the Library will need to resolve its dependency on the fund balance to cover the operating deficit in future fiscal years. The projected increase in revenue is not sufficient by itself to address the shortfall

FUTURE ACTION

No action is necessary as this report is for information purposes only. The 4<sup>th</sup> quarter report will be provided at the August 15, 2007 Board of Library Trustees meeting.

Attachments:

1. Y-T-D Expenditure Details: FY07 as of 3/30/07
2. Library Tax Fund: 5-Year Fund Analysis

**BERKELEY PUBLIC LIBRARY**  
**Y-T-D Expenditure Details for All Funds: FY07**  
**as of 3/30/07**

Attachment 1

	Adopted Budget	Adjusted Budget	Y-T-D Actuals	Balance	% Expended	Target
<u>Salaries &amp; Benefits</u>						
Salaried Employees	6,849,347	6,849,347	4,573,271	2,276,076	66.8%	
Hourly Employees	544,886	575,386	539,931	35,455	93.8%	
OT and Additional Hours	4,366	4,366	137,150	(132,784)	3141.3%	
Misc. Wage Payments	-	-	15,758	(15,758)		
Benefits	3,891,623	3,896,123	2,630,156	1,265,967	67.5%	
Target Salary Savings	(195,542)	(195,542)	-	(195,542)		
	<u>11,094,680</u>	<u>11,129,680</u>	<u>7,896,266</u>	<u>3,233,414</u>	<u>70.9%</u>	<u>81.0%</u>
<u>Prof./Tech. Services</u>						
Temporary Agency Services	5,000	10,500	9,154	1,346	87.2%	
AMS Net, Inc.	-	10,794	10,794	-	100.0%	
Critical Solutions	5,688	5,688	-	5,688	0.0%	
Dubberly Garcia	-	22,000	21,103	897	95.9%	
Elisa Klevin (tapestry)	6,500	6,500	6,500	-	100.0%	
E.S.B. Management	-	2,840	2,840	-	100.0%	
Hatchuel Tabernik & Assoc.	-	24,952	24,952	-	100.0%	
Innovative Interfaces Inc	86,100	-	-	-	0.0%	
OCLC	25,000	30,000	23,040	6,960	76.8%	
Peninsula Library Systems	-	6,520	6,445	75	98.8%	
Securitas Security Services	70,000	85,000	75,756	9,244	89.1%	
Unique Management	25,000	8,000	6,131	1,869	76.6%	
Misc. Prof/Tech Services	97,112	140,477	11,414	129,063	8.1%	
	<u>320,400</u>	<u>353,271</u>	<u>198,129</u>	<u>155,142</u>	<u>56.1%</u>	<u>83.3%</u>
<u>Bldg/Maint. Services</u>						
Advanced Tile Restoration	25,000	28,000	27,975	25	99.9%	
Agnitsch Electric Co.	8,000	8,000	7,593	407	94.9%	
Bay Alarm	5,000	6,727	6,727	-	100.0%	
Marina Mechanical	20,114	30,000	27,356	2,644	91.2%	
Orkin Exterminators	15,000	5,000	1,640	3,360	32.8%	
Simplex Grinnel Fire Systems	5,000	5,000	3,725	1,275	74.5%	
Thyssen Krupp Elevators	14,000	20,000	17,381	2,619	86.9%	
Total DVR	-	14,000	13,359	641	95.4%	
US Alarm System	12,268	18,000	9,680	8,320	53.8%	
Misc. Bldg/Maint. Services	89,222	18,161	(17,862)	36,023	-98.4%	
	<u>193,604</u>	<u>152,888</u>	<u>97,574</u>	<u>55,314</u>	<u>63.8%</u>	<u>83.3%</u>
<u>Equipment Maintenance</u>						
Checkpoint Maint. Services	-	5,000	1,240	3,760	24.8%	
BMI Imaging Systems	-	9,000	8,124	876	90.3%	
Innovative Interfaces Inc	-	56,994	56,994	-	100.0%	
Misc. Equip. Maint. Services	110,091	23,343	5,110	18,233	21.9%	
	<u>110,091</u>	<u>94,337</u>	<u>71,468</u>	<u>22,869</u>	<u>75.8%</u>	<u>83.3%</u>
Grants/Gov. Payments	-	62,810	2,755	60,055	4.4%	83.3%

**BERKELEY PUBLIC LIBRARY**  
**Y-T-D Expenditure Details for All Funds: FY07**  
**as of 3/30/07**

Attachment 1

	Adopted Budget	Adjusted Budget	Y-T-D Actuals	Balance	% Expended	Target
<u>Utilities</u>						
Telephones	63,282	117,332	62,469	54,863	53.2%	
Water	18,812	19,312	11,943	7,369	61.8%	
Gas/Electricity	249,000	268,441	192,869	75,572	71.8%	
Refuse	34,251	24,251	12,475	11,776	51.4%	
Insurance	35,000	15	-	15	0.0%	
	400,345	429,351	279,756	149,595	65.2%	83.3%
<u>Purchased Services</u>						
Prof. Dues & Fees	17,970	1,190	990	200	83.2%	
American Libraries Assoc.	2,000	2,000	1,910	90	95.5%	
Bay Area Library Info System	18,000	18,000	17,793	207	98.9%	
California Library Assoc.	1,200	1,200	1,200	-	100.0%	
Urban Libraries Council	-	7,500	7,500	-	100.0%	
Printing & Binding	25,850	28,008	17,649	10,359	63.0%	
Training	41,684	59,415	35,253	24,162	59.3%	
Local Transportation	6,460	8,122	3,175	4,947	39.1%	
Advertising	6,544	10,498	5,738	4,760	54.7%	
Misc. Purchased Services	2,000	2,000	215	1,785	10.8%	
	121,708	137,933	91,423	46,510	66.3%	83.3%
<u>Rentals</u>						
Rental of Land/Buildings	7,090	6,885	3,612	3,273	52.5%	
Rental of Equip/Vehicles	2,200	4,800	2,701	2,099	56.3%	
Rental of Office Equip/Furnitu	11,000	19,166	10,012	9,154	52.2%	
Lease of Software License	-	200	100	100	50.0%	
	20,290	31,051	16,425	14,626	52.9%	83.3%
Mail/Delivery Services	8,175	29,275	23,969	5,306	81.9%	83.3%
<u>Materials &amp; Supplies</u>						
Misc. Office Supplies	53,900	10,400	339	10,061	3.3%	
Coast to Coast Computer	8,000	8,000	5,090	2,910	63.6%	
Office Depot	25,000	30,000	20,207	9,793	67.4%	
Brodart	8,000	8,000	5,501	2,499	68.8%	
CDW Government	6,000	6,000	4,594	1,406	76.6%	
Checkpoint Systems Inc.	45,000	60,000	39,193	20,807	65.3%	
DEMCO	8,000	8,800	8,743	57	99.4%	
Gaylord Brothers	5,000	8,000	7,712	288	96.4%	
Universal Bldg. Supplies	10,000	15,000	12,669	2,331	84.5%	
Misc. Field Supplies	169,313	156,378	67,754	88,624	43.3%	
Food	14,000	11,869	5,079	6,790	42.8%	
Library Materials	1,318,121	1,279,022	757,236	521,786	59.2%	
Misc. Supplies	45,400	114,542	21,481	93,061	18.8%	
	1,715,734	1,716,011	955,598	760,413	55.7%	83.3%

**BERKELEY PUBLIC LIBRARY**  
**Y-T-D Expenditure Details for All Funds: FY07**  
**as of 3/30/07**

Attachment 1

	Adopted Budget	Adjusted Budget	Y-T-D Actuals	Balance	% Expended	Target
Janitorial Services	130,000	155,525	103,353	52,172	66.5%	83.3%
Capital Projects	140,000	140,000	40,788	99,212	29.1%	83.3%
<u>Property</u>						
Machinery & Equipment	-	51,891	47,468	4,423	91.5%	
Furniture & Fixtures	15,021	25,451	13,365	12,086	52.5%	
Computers/Printers/Software	100,000	233,612	220,907	12,705	94.6%	
	115,021	310,954	281,740	29,214	90.6%	83.3%
<u>Non-Capitalized Property</u>						
Small Equipment	5,000	26,680	5,694	20,986	21.3%	
Furniture & Fixtures	-	19,586	6,798	12,788	34.7%	
Computers/Printers/Software	-	40,000	9,332	30,668	23.3%	
	5,000	86,266	21,824	64,442	25.3%	83.3%
Internal Services	4,012	8,512	7,121	1,391	83.7%	83.3%
Interfund Transfers	50,822	50,822	38,124	12,698	75.0%	83.3%
RFID Loan Repayment	119,337	127,280	83,544	43,736	65.6%	
	3,454,539	3,886,286	2,313,591	1,572,695	59.5%	83.3%
<b>Total Expenditures</b>	<b>14,549,219</b>	<b>15,015,966</b>	<b>10,209,857</b>	<b>4,806,109</b>	<b>68.0%</b>	<b>83.3%</b>

Note: Year-to-Date does not include encumbrances.

**BERKELEY PUBLIC LIBRARY**

**LIBRARY TAX FUND: 5-YEAR FUND ANALYSIS**

	FY 2006 ACTUALS	FY 2007 ADOPTED	FY 2007 ADJUSTED	FY 2007 ACTUALS	FY 2007 PROJECTED	FY 2008 PROPOSED	FY 2009 PROPOSED	FY 2010 PROJECTED	FY 2011 PROJECTED
<b>Beginning Fund Balance</b>	<b>1,747,407</b>	<b>1,508,800</b>	<b>1,508,800</b>	<b>1,508,800</b>	<b>1,508,800</b>	<b>1,707,739</b>	<b>735,062</b>	<b>194,459</b>	<b>214,112</b>
<b>Revenues</b>									
Library Tax	\$12,167,897	12,650,325	12,650,325	10,266,794	\$12,635,351	13,193,834	13,721,587	14,270,450	14,841,268
Grants	-1,400	0	73,500	74,000	74,000	0	0	0	0
Fines/Fees	272,069	260,000	260,000	216,451	272,305	251,000	251,000	251,000	251,000
Donations/Private	10,927	0	0	7,705	8,000	8,000	8,000	8,000	8,000
Miscellaneous Revenues	748	2,000	2,000	12	18				
<b>TOTAL REVENUE:</b>	<b>\$12,450,241</b>	<b>\$12,912,325</b>	<b>\$12,985,825</b>	<b>\$10,564,962</b>	<b>\$12,989,674</b>	<b>\$13,452,834</b>	<b>\$13,980,587</b>	<b>\$14,529,450</b>	<b>\$15,100,268</b>
<b>Expenditures</b>									
<b>Operations</b>									
Personnel	9,786,811	10,971,098	10,920,276	7,765,989	9,937,451	11,466,101	11,566,981	11,566,981	11,566,981
Non-Personnel	1,527,336	1,598,959	1,885,730	1,010,606	1,335,875	1,669,776	1,669,576	1,729,576	1,729,576
Library Materials	1,057,158	977,121	1,025,457	694,323	1,025,457	1,007,121	1,007,121	1,007,121	1,007,121
RFID Loan Repayment	111,392	119,337	127,280	83,544	111,392	111,392	111,392		
Computer & Software Purchase	141,427	100,000	216,791	197,208	216,791	115,000	110,000	100,000	100,000
CIP	0	100,000	100,000	31,412	100,000	50,000	50,000	100,000	100,000
<b>Subtotal:</b>	<b>12,624,124</b>	<b>13,866,515</b>	<b>14,275,534</b>	<b>9,783,082</b>	<b>12,726,966</b>	<b>14,419,390</b>	<b>14,515,070</b>	<b>14,503,678</b>	<b>14,503,678</b>
<b>Charges From Other Depts</b>									
<b>Subtotal:</b>	<b>64,724</b>	<b>68,740</b>	<b>68,740</b>	<b>43,882</b>	<b>63,769</b>	<b>6,120</b>	<b>6,120</b>	<b>6,120</b>	<b>6,120</b>
<b>TOTAL EXPENDITURES:</b>	<b>\$12,688,848</b>	<b>\$13,935,255</b>	<b>\$14,344,274</b>	<b>\$9,826,964</b>	<b>\$12,790,735</b>	<b>\$14,425,510</b>	<b>\$14,521,190</b>	<b>\$14,509,798</b>	<b>\$14,509,798</b>
<b>Projected Surplus/(Shortfall)</b> {Rev - Exp}	<b>\$ (238,607)</b>	<b>\$ (1,022,930)</b>	<b>\$ (1,358,449)</b>	<b>\$ 737,998</b>	<b>\$ 198,939</b>	<b>\$ (972,676)</b>	<b>\$ (540,603)</b>	<b>\$ 19,652</b>	<b>590,470</b>
<b>GROSS FUND BALANCE</b> {Bal + Rev - Exp}	<b>\$ 1,508,800</b>	<b>\$ 485,870</b>	<b>\$ 150,351</b>	<b>\$ 2,246,798</b>	<b>\$ 1,707,739</b>	<b>\$ 735,062</b>	<b>\$ 194,459</b>	<b>\$ 214,112</b>	<b>\$ 804,582</b>
<b>Budget Recommendations</b>						\$ (58,642)	\$ (63,642)	\$ (63,642)	\$ (63,642)
<b>3% Personnel COLA</b>							\$ 344,167	\$ 347,193	\$ 347,193
<b>Revised Gross Fund Balance</b> {Gross Fund Balance - Budget Recommendations and Adjustments}	<b>\$ 1,508,800</b>	<b>\$ 485,870</b>	<b>\$ 150,351</b>	<b>\$ 2,246,798</b>	<b>\$ 1,707,739</b>	<b>\$ 793,704</b>	<b>\$ (27,423)</b>	<b>\$ (291,322)</b>	<b>\$ 15,597</b>
<b>Annual Committed Reserve</b> (1% of annual Tax Revenue)	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 131,938</b>	<b>\$ 137,216</b>	<b>\$ 142,705</b>	<b>\$ 148,413</b>
<b>Uncommitted Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 661,766</b>	<b>\$ (164,639)</b>	<b>\$ (434,027)</b>	<b>\$ (132,815)</b>

**Assumptions:**

Tax Rate Increase: 4.42% for FY08; 4% FY09 forward

COLA: 4.8% FY08; 0% FY09 forward (pending contract negotiations)



## BERKELEY PUBLIC LIBRARY

### INFORMATION CALENDAR

May 9, 2007

**TO:** Board of Library Trustees  
**FROM:** Donna Corbeil, Director of Library Services  
**SUBJECT:** May 2007 Monthly Report from Library Director Donna Corbeil

### INTRODUCTION

Every month the Library Director gives the Board a report on the Library activities and updates from the previous month.

### FISCAL IMPACT

This report will have no fiscal impacts.

### PERSONNEL

Shiok Lim has been selected as Information Technology librarian where she will begin work on May 7<sup>th</sup>. Shiok currently serves as a Librarian II in the Technical Services division. She comes to the IT division with strong technical skills including experience with Web development and Innovative Interfaces online catalog administration. Her duties will include maintaining the Library's Web Catalog, implementing new catalog features (such as online library card applications), performing staff technology training, and assisting in the development of a staff technology training program.

A summary of the positions filled and lists developed in the last month is attached.

### LIBRARY DEVELOPMENT

#### ERC / SOUTHWEST BERKELEY

In April the City Finance Office released two Requests for Proposals (RFPs) on behalf of the Library. Both of these contracts will be funded by Workforce Housing Reward program (WFH) grant funds in the amount of \$50,000 secured by the City.

The RFP, *Berkeley Public Library Branch at Ed Roberts Campus Space Planning and Cost Analysis*, was released as scheduled. A total of five proposals were received and the paper proposals were vetted and scored with the two highest scoring firms interviewed on Tuesday, May 1, 2007. The Berkeley firm of noll & tam architects and planners were selected. They will begin work as soon as a contract is signed.



## PROFESSIONAL ACTIVITIES

This year's ALA Printz winner was interviewed at Berkeley Public Library on March 17<sup>th</sup> by Francisca Goldsmith. A podcast of the interview is available at the Young Adult Library Services Association website, a division of the American Library Association <http://www.pod-serve.com/podcasts/show/yalsa-podcasts>. Mr. Gene Luen Yang's award winning graphic novel, *American Born Chinese*, was honored at the ALA midwinter meeting. Mr. Yang is a Bay Area teacher and resident. (Attachment 2)

## PROGRAMS, SERVICES AND COLLECTIONS

On April 29<sup>th</sup>, Berkeley Public Library's 2<sup>nd</sup> Annual Children's Day/Book Day (Dia de los niños/Dia de los libros), a celebration of children, families, and books, was a rousing success with over 250 happy attendees who enjoyed:

- ✓ Origami with accomplished artist and Berkeley Public Library staff member Nga Trinh
- ✓ A free book giveaway for kids, thanks to funding by the Friends
- ✓ Lively traditional music from the Andes, Mexico and greater Latin America on indigenous instruments by Los Mapaches, a Berkeley-based ensemble directed by music teacher and scholar Lydia Mills (the members of Los Mapaches are actually former and current students of Berkwood Hedge Elementary School in Berkeley). Some of the musicians have been with the group since it's inception in 1998
- ✓ The wonderful nationally known and award-winning magician from the Bay Area, Norman Ng, performing his exciting, funny, and kid-friendly brand of magic
- ✓ Great exhibits and information from the Berkeley Public Library and from our partners for this event, the Berkeley-Albany YMCA and the Health and Human Services Department of the City of Berkeley.

Dia is a nationally celebrated event held at libraries throughout the country. This successful program would not have been possible without the oversight of Elizabeth Overmyer, all of the children's staff at Central, the operations crew to help set it all up, Alan and Erica's outreach, and our partners the Berkeley YMCA. In addition, many volunteers helped the day of the program and in the preparation. Thank you to everyone involved for creating this magical day in the Library for all ages!

Berkeley Opera presented selections from *Romeo and Juliet* by composer Charles Gounod on Saturday, April 28, 2:00-3:00 p.m. in the Central Library third floor Community Meeting Room.

*Are We Prepared For The Next Big One!* - As we approach the 101<sup>st</sup> anniversary of the Great San Francisco Earthquake, a program on the effects of the Great San Francisco Earthquake of 1906 on both Berkeley and San Francisco drew several dozen fascinated attendees.

*National Library Workers Day: April 17, 2007!* - In recognition of National Library Workers Day during National Library Week, the Berkeley Public Library sponsored photo-exhibits of Berkeley Public Library staff at library locations beginning April 17<sup>th</sup>.

*Small Press Distribution Celebrates Poetry Month!* - Small Press Distribution celebrated poetry month by presenting four decades of bestselling poetry from April 20<sup>th</sup> - April 30<sup>th</sup> at the Berkeley Public Central Library, exhibit cases on Kittredge Street.



*Dora Sorell, Holocaust Survivor, Speaks at North* - Holocaust survivor Dora Apsan Sorell, an 85-year-old retired physician who now lives in Berkeley, presented her book *Tell the Children: Letters to Miriam* at North Branch Library, on April 18, 2007, at 6:30 p.m.

*New Electronic Resource* - Tax forms from the IRS, the California Franchise Tax Board, and the income tax agencies of all other states are available through the library's electronic resources page. Click on [Electronic Resources](#) at [www.berkeleypubliclibrary.org](http://www.berkeleypubliclibrary.org) and look under [Law](#).

*Growing Hunger: The Struggle of Small Farmers in the 21st Century* – The Struggle of Small Farmers in the 21<sup>st</sup> Century is a photo documentary project exploring the contradictions and consequences of food production in Honduras, presented by Jennifer Tong and Michael Courville. Photo Exhibition March 2<sup>nd</sup> - April 18<sup>th</sup>.

*Strange Bedfellows: Art and Public Policy in Berkeley—Past, Present, and ...Is There a Future?* Berkeley historian Chuck Wollenberg, along with noted guest speakers, will present seven lectures about Berkeley's cultural history and issues. Beginning Monday, April 9<sup>th</sup> at 7:00 p.m. and continuing Monday evenings through May 21<sup>st</sup>. Classes will include lively discussions from "Art in the Athens of the West" to "Artists in Berkeley: Is there a future?". Guests include authors Gray Brechin, Kimi Kodani Hill; artists David Goines, Eduardo Pineda, Robbin Henderson; publisher Malcolm Margolin; and UC Berkeley Art Museum's Peter Selz, and Kevin Consey. The Berkeley History series presented by Berkeley City College and Berkeley Public Library will be held in the Central Library's third floor Community Meeting Room, 2090 Kittredge Street. Lectures are FREE and open to all.

Attachments:

1. Recruitment Timeline
2. ALA Printz Award Information

## BPL's Recruitment Timeline

<i>Classification</i>	<i>Posting Date</i>	<i>Closing Date</i>	<i>EXAM Date Tentative</i>	<i>Comments</i>
Library Aide	1/2/2007	2/5/2007	2/15/2007	New List Valid 2/6/07-2/6/08
Administrative Secretary	Berkeley Matters 2/2/07	ASAP	Interviews & Testing held wk of 2/5/07.	Alisa Somera selected. Hire Date : 2/27/07
*Circulation Services Manager	1/29/2007	2/26/2007 <b>Closed</b>	2 <sup>nd</sup> Round of Interviews held 4/12/07.	Jason Dickinson selected. Start Date: 05/21/07
*Deputy Director	2/5/2007	3/5/2007	Interviews held 3/29. [3 Panels, 30 min Reception, Tour of Central & 2 Branches]	Douglas Smith selected. Start Date: 05/14/07
Library Assistant	2/26/2007	04/02/2007 <b>Closed</b>	Exam held 4/18/2007.	Awaiting new list from HR.
Supervising Librarian	3/19/2007	4/16/2007 <b>Closed</b>	Interviews TBA	Applications screened. Awaiting new list from HR.
Library Specialist I	5/14/2007	6/11/2007	Panel examination TBA	
Library Specialist II	5/14/2007	6/11/2007	Panel examination TBA	
Library Services Manager	6/21/07	7/16/07	Interviews TBA	Recruitment @ ALA's Annual Conference.
Librarian I/II	8/27/07	9/24/07		Lists good through 10/16/07.

\*To be posted @ (WEB pages) ALA, CLA(Job Mart), [libraryjobpostings.com](http://libraryjobpostings.com)  
(emailing lists) Innovative Users group, BALIS, CALA, REFORMA, BCALA, AILA, APALA  
(Will contact CAL & SJ State re: Ltrs to Alumni)

\*\*To be posted @CLA, BALIS, IUG



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Podcasts on teens, technology, and libraries produced by the Young Adult Library Services Association (YALSA) a Division of the American Library Association. For nearly 50 years, YALSA has been the world leader in selecting books, videos, and audio bo



**YALSA Podcasts (19803 subscribers)**

**by YALSA (18 shows)**

A series of podcasts produced by the Young Adult Library Association. On topics related to teens, technology, and libraries. For nearly 50 years, YALSA has been the world leader in selecting books, videos, and audio books for teens. For more information about YALSA or for lists of recommended reading, viewing and listening, go to [www.ala.org/yalsa/booklists](http://www.ala.org/yalsa/booklists), or contact the YALSA office by phone, 800-545-2433, ext. 4390; or e-mail: [yalsa@ala.org](mailto:yalsa@ala.org).

Type: Standard Podcast

Category: Learning & Instruction Tagged as: [youngadultlibraryservicesassociation](#) [yalsa](#) [teens](#) [technology](#) [library](#) [youngadults](#)

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Show title	Description	Reviews
YALSA Podcast #18 - Gene Yang	Francisca Goldsmith interviews 2007 Printz Award Winner Gene Yang.	0
YALSA Podcast #17 - Second Life	Kathy Schrock, Kelly Czarnecki, and Linda Braun talk about Second Life in teaching, learning, and libraries.	0
YALSA Podcast #16 - Anastasia Goodstein	In this podcast Kelly Czarnecki interviews Anastasia Goodstein about teens, technology, and Anastasia's new book Totally Wired.	0
YALSA Podcast #15 -Kevin Scanlon	In this special election podcast, Kelly Czarnecki interviews vice president/president elect candidate Kevin Scanlon	0
YALSA Podcast #14-Sarah Cornish Debraski	In this special election podcast, Kelly Czarnecki interviews presidential candidate Sarah Cornish Debraski.	0
YALSA Podcast #13 - Mary Hastler	In this special election podcast, Kelly Czarnecki interviews YALSA Board of Directors candidate Mary Hastler.	0
YALSA Podcast #12 - Michele Gorman	In this special election podcast, Kelly Czarnecki interviews YALSA Board Candidate Michele Gorman.	0
YALSA podcast #11 - Jana Fine	In this election special, Kelly Czarnecki interviews Jana Fine who is running for the YALSA Board.	0
YALSA Podcast #10 - Dawn Rutherford	In this election special podcast Kelly Czarnecki interviews Dawn Rutherford who is running for the YALSA Board.	0



Do you want to link to this page? Use this handy URL: [www.ala.org/yalsa/printz](http://www.ala.org/yalsa/printz)

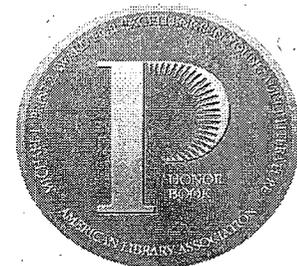
[Previous Winners](#)   [Nominate a Title](#)   [Policies and Procedures](#)   [Who was Michael L. Printz](#)



## The Michael L. Printz Award for Excellence in Young Adult Literature

The Michael L. Printz Award is an award for a book that exemplifies literary excellence in young adult literature. It is named for a Topeka, Kansas school librarian who was a long-time active member of the Young Adult Library Services Association. The award is sponsored by **Booklist**, a publication of the American Library Association.

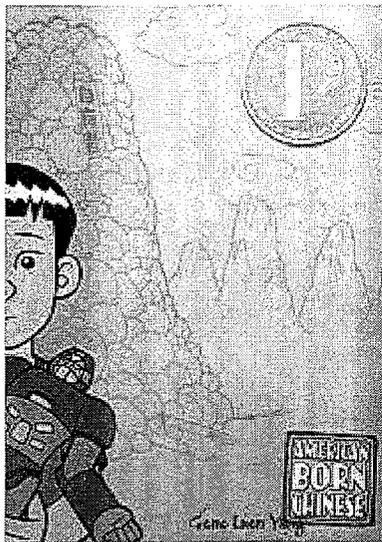
YALSA produces seals for the Michael L. Printz Award which can be placed on the winning books. The seals are available in the **ALA online store**. **Gold seals** for the winning book, and **silver** seals for the honor books.



**You can also listen to audio recordings of the previous winners acceptance speeches in the [YALSA For Members Only](#) section. (Access to the print and audio versions of the speeches require a username and password.)**

### 2007 Award Winner

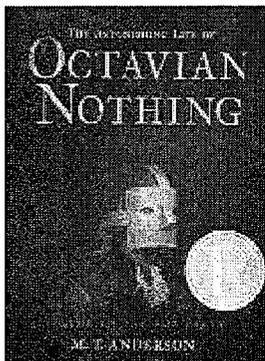
Gene Luen Yang has won the 2007 Michael L. Printz Award for his masterful graphic novel "American Born Chinese." The book is published by First Second, an imprint of Roaring Brook Press, a division of Holtzbrinck Publishing Holdings Limited Partnership. The award announcement was made during the American Library Association Midwinter Meeting in Seattle.



Yang draws from American pop culture and ancient Chinese mythology in his groundbreaking work. Expertly told in words and pictures, Yang's story in three parts follows a Chinese American teenager's struggle to define himself against racial stereotypes. "American Born Chinese" is the first graphic novel to be recognized by the Michael L. Printz Committee.

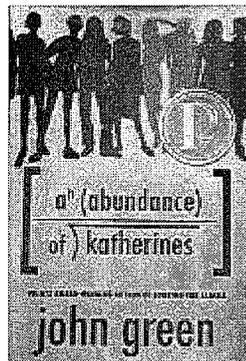
Yang, who began drawing comics in the fifth grade, is a high school teacher in the San Francisco Bay area. The annual award for literary excellence is administered by the Young Adult Library Services Association (YALSA), a division of ALA, and is sponsored by *Booklist* magazine. The award, first given in 2000, is named for the late Michael L. Printz, a Topeka, Kans., school librarian known for discovering and promoting quality books for young adults.

## 2007 Honor Books



**The  
Astonishing  
Life of  
Octavian  
Nothing,  
Traitor to the  
Nation; v. 1:  
The Pox Party**

by M. T.  
Anderson,  
published by  
Candlewick



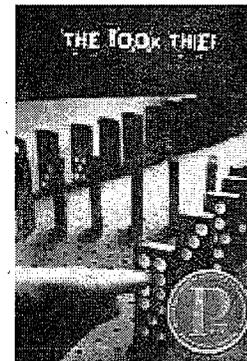
**An  
Abundance of  
Katherines**

by John Green,  
published by  
Dutton, an  
imprint of  
Penguin Group  
(USA), Inc.



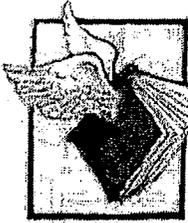
**Surrender**

by Sonya  
Hartnett,  
published by  
Candlewick  
Press



**The Book  
Thief**

by Markus  
Zusak,  
published by  
Alfred A. Knopf,  
an imprint of  
Random House  
Children's  
Books



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FOR IMMEDIATE RELEASE:  
 April 24, 2007  
 Berkeley, California

Contact: Alan Bern  
 Community Relations Librarian  
 510-981-6107

**A Special Budget Meeting of the Berkeley Public Library Board of Library Trustees to  
 Be Held at 7:00 p.m. on Wednesday, May 9, 2007 at the West Berkeley Senior Center**

A special budget meeting, open to the public, of the Berkeley Public Library Board of Library Trustees to discuss the Fiscal Year 2008 budget of the Berkeley Public Library will be held at 7:00 p.m. on Wednesday, May 9, 2007 at the West Berkeley Senior Center, 1900 Sixth Street, Berkeley. A public hearing will be held: the public is invited to attend and give input. Staff will make a 15-minute presentation on the budget, followed by 45 minutes of public input, 2 minutes per speaker. 72 hours before the budget meeting, information on the meeting will be available in all branch libraries and will be posted on the Berkeley Public Library website (<http://www.berkeleypubliclibrary.org>), as it is for all the Berkeley Public Library Board of Library Trustees meetings. Fiscal Year 2008 budget will be adopted by the Berkeley Public Library Board of Library Trustees on May 16, 2007 at their regular the Berkeley Public Library Board of Library Trustees meeting.



For more information on the meeting, please call (510) 981-6195, or see the Berkeley Public Library website, <http://www.berkeleypubliclibrary.org>. Wheelchair accessible. Please refrain from wearing scented products to public meetings. To request a sign language interpreter, real-time captioning, materials in large print or Braille, or other accommodations, call 510-981-6107 or 510-548-1240 (TDD) one week before the program.

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FOR IMMEDIATE RELEASE:  
May 2, 2007  
Berkeley, California

Contact: Alan Bern  
Community Relations Librarian  
510-981-6107

***Event for Milvia Street 2007***  
***Friday May 25, 7:00 pm***  
***3rd Floor Community Meeting Room***  
***Berkeley Public Central Library, 2090 Kittredge Street***

Reading and art showing by contributors celebrate *Milvia Street 2007*, Berkeley City College's award-winning art and literary journal. Readers include Lucio Medina, Vida Felsenfeld, Tahan Jones, Barbara Stebbins, Michael Palmer, Jerry Ratch, Omer Mesihovic, Cyrus Armajani, Marcela Ricci, Carla Kandinsky, Me'Shell Faria, Michael Brautigan, Don Weingarten, Jenny Lowood, Maureen Fitzgerald, Gretchen Muller, Joe Cadora, Catherine Frances, and Betty Bishop.

This year's issue marks the first year that *Milvia Street* art and literary journal is published under Berkeley City College. Having moved to its much-awaited spacious new building on Center Street and changed its name from Vista, Berkeley City College has undergone much growth while still promoting student success and the community's well being. *Milvia Street* continues this tradition and keeps its original name, now in its nineteenth year of publication. The many writers and artists whose work has appeared on these pages have gone on to undergraduate and graduate programs, to successful art careers, to publish books, and even to return to teach at Berkeley City College. So, it is with pride that we continue showcasing the work of Berkeley City College's students, recent alumni, staff, administration, and faculty, who are its contributors as writers, artists, editors, and designers. As always, the publication draws on the various talents of students in English, art, multimedia, and desktop design classes at Berkeley City College.

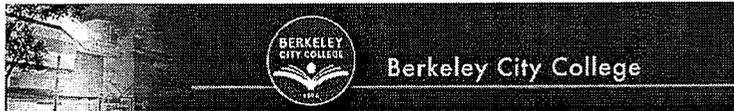
This issue continues to present a wide range of multicultural voices and images, reflecting the diversity of our college. It will take you deep into interpersonal relationships and an array of emotions, politics, creativity, love, loss, and pain -- all from a multiplicity of perspectives. The acts of love and the consequences of war are explored across America -- East Bay neighborhoods, the Southwest, New York -- and Eastern Europe -- Bosnia, Poland, Georgia, and The Czech Republic. The meaning, however, is as much particular as universal. Similarly the artwork explores a vast array of interior and exterior landscapes, cityscapes, nudes, still lives, fantasy and the real -- all in a diversity of media: photography, painting, textiles, drawings, multimedia.

Wheelchair accessible. To request a sign language interpreter, real-time captioning, materials in large print or Braille, or other accommodations for this event, please call (510) 981-6107 (voice) or (510) 548-1240 (TTY); at least five working days will ensure availability. Please refrain from wearing scented products to public programs.

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# *Milvia Street*

*Art and Literary Journal of Berkeley City College*

## 2007



**Join us for a reading to celebrate the  
2007 issue of *Milvia Street***

**Reading and Art Showing:**

Friday, May 25, 2007,

7:00-9:00 pm

(Doors open at 6:45 pm)

**at the Berkeley Public Central Library  
2090 Kittredge Street, Berkeley  
Community Meeting Room, 3<sup>rd</sup> floor**

Wheelchair accessible. To request a sign language interpreter, real-time captioning, materials in large print or Braille, or other accommodations for this event, please call (510) 981-6107 (voice) or (510) 548-1240 (TTY); at least five working days will ensure availability. Please refrain from wearing scented products to public programs.



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Contact: Will Marston  
[dcerkanowicz@ci.berkeley.ca.us](mailto:dcerkanowicz@ci.berkeley.ca.us)  
510-981-6133

FOR IMMEDIATE RELEASE  
April 13, 2007

### How to get an "A" over the weekend:

#### Using Berkeley Public Library's Electronic Live Homework Help

It's 7:00 PM on a Sunday night. The library is closed tomorrow because of a holiday. Your math homework is due Tuesday morning and you haven't a clue—what do you do? Don't panic. Just go to [www.berkeleypubliclibrary.org](http://www.berkeleypubliclibrary.org). Or, even better, don't wait till you are in trouble.

Berkeley Public Library Teen Services invites teens, and other interested students, to a demonstration and hands-on workshop using **Live Homework Help** on Saturday, **April 28, 2007**, at **2:00 PM** in the **Electronic Classroom on the 3<sup>rd</sup> Floor** of the **Central Library**, located at **2090 Kittredge Street (at Shattuck) in Downtown Berkeley**.

In this one and one half hour workshop Teen Services librarians will show participants how to use this helpful resource. Live Homework Help provides free one-on-one online tutoring in math, science, social studies, and English for grades 4-12 in English or Spanish. This service is available free from home or the classroom with a current **Berkeley Public Library card**. It is also now available to Mac users as well as PC.

In addition to showing how to talk effectively with the live tutors, Teen Services librarians will show how to access information at any hour of the day or night using two other great features on the Berkeley Public Library website, **AskNow** and the Library's many online databases. All teens and students are invited to attend and to bring some actual homework assignment questions. For questions regarding this program, please call 510-981-6133 or email [dcerkanowicz@ci.berkeley.ca.us](mailto:dcerkanowicz@ci.berkeley.ca.us). For Spanish language questions, please email Antonio Lopez at [alopez@ci.berkeley.ca.us](mailto:alopez@ci.berkeley.ca.us). This program is sponsored by Berkeley Public Library's Teen Services. For accessibility information, call (510) 981-6107, or TTY (510) 548-1240, <http://berkeleypubliclibrary.org>

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**For Immediate Release**

**Press Contact:**  
Alan Bern, (510) 981-6195  
(510) 548-1240 (TTY)

**AD HOC COMMITTEE WORKS ON PUBLIC PROCESS  
FOR POTENTIAL LIBRARY BOARD TRUSTEES,  
BERKELEY PUBLIC LIBRARY**

BERKELEY, Calif. (April 13, 2007) An Ad Hoc Committee made up of two Berkeley City Council Members and two members of the Berkeley Public Library Board of Library Trustees will hold their first meeting, open to the public and including a public comment period, on Tuesday, April 17, 2007 at 5:00 p.m. at the South Branch Library (1901 Russell Street, Berkeley). "We are looking forward to examining how the process of choosing Trustees for the Berkeley Public Library can be made as open and transparent as possible," said Councilmember Kriss Worthington, a member of the Ad Hoc Committee, which also includes City Councilmember Betty Olds, and Board of Library Trustee Members Susan Kupfer and Ying Lee.

Vice President of the Board of Library Trustees, Terry Powell, explained: "The Ad-Hoc Committee will examine and, perhaps, refine the public process that identifies potential candidates for appointment to the Board of Library Trustees." Trustee Susan Kupfer's first term expires on May 13, 2007, and, because the Ad Hoc Committee has just begun its examination of the process, the Board of Library Trustees, at its April 18, 2007 meeting, will either recommend appointment of Trustee Kupfer to a second term -- Kupfer has indicated a willingness and desire to serve a second term -- or select a new person to recommend to the City Council for this vacancy. The Berkeley City Council is invested with the power to make appointments to the Board of Library Trustees.

The Ad Hoc Committee is taking the first step in re-examining how candidates for appointment to the Board of Library Trustees are identified and reviewed.

The Berkeley Public Library Board of Library Trustees consists of five members. Board members are appointed for terms of four years, serve without compensation, and must be Berkeley residents. The Board holds regular meetings at least once a month on the third Wednesday of the month starting at 7:00 p.m. Trustees are required to file state and local mandated Conflict of Interest Statements.

The Board of Library Trustees formulates major policies and long-range plans for the Berkeley Public Library System. The City Charter empowers the Board to manage the library and monitor the library budget.

The City of Berkeley is currently soliciting applicants to fill this upcoming vacancy, on the Board of Library Trustees. Application forms and a supplemental questionnaire may be obtained by contacting the City Clerk at 2180 Milvia Street, Berkeley, CA 94704, 510-981-6900, or downloaded from the City's website at [www.ci.berkeley.ca.us/commissions/general.htm#applications](http://www.ci.berkeley.ca.us/commissions/general.htm#applications). The deadline for submitting completed applications by e-mail to [clerk@ci.berkeley.ca.us](mailto:clerk@ci.berkeley.ca.us) is **2:00 p.m. on April 18, 2007**. The Board of Library Trustees will make an appointment recommendation to the City Council.

All interested applicants must be in attendance on April 18, 2007 at the regular Board of Library Trustees meeting beginning at 7:00 p.m. at the South Branch Library, 1901 Russell Street, Berkeley, CA 94703.

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**Contact: Alan Bern (Ph: 510-981-6107)**

**For Immediate Release**  
April 12, 2007

### **Berkeley Public Library Hires a New Deputy Director**

Berkeley Public Library Director Donna Corbeil is very pleased to announce the hiring of a **new Deputy Director, Douglas Smith**. Mr. Smith, currently Supervising Librarian of the Main Library, Oakland Public Library, will begin his new position on May 14, 2007.

Mr. Smith has worked in many library settings since 1988, beginning as the Assistant Photograph Archivist for the San Francisco Maritime Museum. Mr. Smith brings a true passion and devotion to his work in serving the public. He has worked in a wide variety of public service arenas, both at Oakland Public Library and at the Neuse Regional Library in Kinston, North Carolina, including specialties in Science, Business, Social Sciences, Government Documents, History, Literature, Maps, and electronic resources, as both a supervisor and as a line librarian. As a supervisor and manager, he has: overseen the Main Library's reference services and collections at Oakland Public Library, implementing new library services and staffing models; supervised reference, circulation, and security operations at the Main Library, including all hiring and staff development decisions for a staff of 46 FTE with a materials budget of \$679,000.

Mr. Smith looks forward to starting at Berkeley Public Library: "I am honored to have been selected to work with such a talented staff in a dynamic, world-class public library like Berkeley Public Library, and I look forward to being a member of the team that Director of Library Services Donna Corbeil is developing. I'm thrilled to have this opportunity to work in my own community—a city I love and think of as my "adopted" home town, a city where I completed my Library degree (U.C. Berkeley, 1987) and worked at the Pacific Film Archive. I've always admired the depth of the collections, the interesting and varied programs, and the strong public service at the Berkeley Public Library, and I think the organization has a very bright future in the coming years."

"We are so excited to have Doug come on board," said Director Corbeil. "He will bring great strengths in organizing and communicating, and he will help us better serve Berkeley Public Library's patrons. Welcome, Doug!"

His hiring will greatly support the management and administrative teams at Berkeley Public Library. Mr. Smith is a native of Mendocino County (his family has been in California for generations), has lived in Berkeley for almost 20 years, has been a Berkeley Unified School District volunteer for almost ten years – his daughter attends King Middle School – and includes among his hobbies "walking my black lab and bicycling through Berkeley's neighborhoods; hanging out in bookstores; reading, reading, reading; and mountain climbing in the Sierra."

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# Wiggles and Giggles

Fridays, 10:30 am ~ March 2 – March 30

~ April 13 – May 4

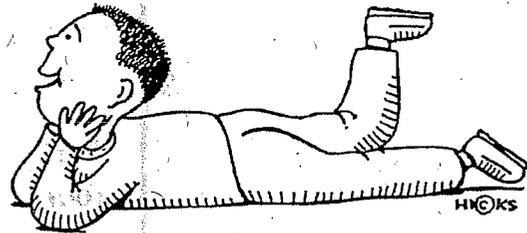
*And* ~ June 15 – July 27

**Fourth Floor – Children's Story Room  
Central Berkeley Public Library**



Does your three year old love to move?

Does your four year old love  
fun stories?



Bring your **three to five** year old  
to our movement program,  
where we'll wiggle to music, giggle to funny stories, and  
pretend to be wild and wonderful animals and things!



Wheelchair accessible. Please refrain from wearing scented products to public meetings. To request a sign language interpreter, real-time captioning, materials in large print or Braille, or other accommodations, call 510-981-6107 or 510-548-1240 (TDD) one week before the program.

## *Board of Library Trustees Tracking Chart*

<i>ID</i>	<i>Date</i>	<i>Requested By</i>	<i>Person Assigned</i>	<i>Deadline</i>	<i>Status</i>	<i>Item</i>
1	11/9/2005	Trustees	Donna Corbeil	1/18/2006	Compilation completed; analysis beaun	Analysis of Library Board Charter
7	11/9/2005	Trustees	AR Committee	1/18/2006	In process	Administrative Regulations for Library
9	11/9/2005	Trustees	Alicia Abramson	3/15/2006		Establish agenda calendar for Board items
14	12/21/2005	Trustee Powell	Donna Corbeil	1/18/2006	In process - sent to City Attorney	City Attorney's analysis of ALA resolution on workplace speech
37	3/15/2006	Trustee Lee	Donna Corbeil	7/21/2006	In process	Status of Quilt Show
42	4/19/2006	Trustee Lee	Donna Corbeil	5/17/2006	In process	Would like to see profile of benefits offered by other cities
43	4/19/2006	Trustee Powell	Alicia Abramson			Wishlist for staffing and equipment
45	5/10/2006	Tursteer Moore	Management			Would like to hear regular reports from each library department at BOLT meetings.
49	5/17/2006	Trustee Moore	Beverli Marshall	7/19/2006		Form committee to look at the impacts of the FY07 budget adoptions.
52	6/21/2006	Trustee Powell				Report or outline on how Board budget policies are to be implemented.
62	7/19/2006	Trustee Moore	Trustees and Donna Corbeil	10/18/2006		Role of the Board

<i>ID</i>	<i>Date</i>	<i>Requested By</i>	<i>Person Assigned</i>	<i>Deadline</i>	<i>Status</i>	<i>Item</i>
70	9/26/2006	Trustee Powell	Donna Corbeil			List of deferred maintenance items.
72	10/18/2006	Trustee Powell	Trustees Powell and Lee		Ongoing	Further explore needs of South Berkeley community and investigate potential Ed Roberts Campus option.
73	10/18/2006	Trustees Powell and Lee	Donna Corbeil/Alan Bern	12/6/2006		Report on possible interest in bookmobile by City of Emeryville, and esimated costs of bookmobile.
75	10/18/2006	Trustee Kupfer	Donna Corbeil/Beverli Marshall			Determine if some part-time positions can be combined into full-time positions.
76	12/6/2006	Trustee Powell	Beverli Marshall			Quarterly reports on extra intermittent hours
77	1/17/2007	Trustee Kupfer	Alicia Abramson	3/31/2007		Possibility of implementing WiFi
78	1/17/2007	Trustee Powell	Trustees, Donna Corbeil			Identify opportunities for Trustees to participate in professional organizations, e.g. ALTA.