



**BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

REGULAR MEETING
APRIL 14, 2010

AGENDA
6:30 P.M.

CENTRAL BRANCH
2090 KITTREDGE STREET

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

I. PRELIMINARY MATTERS

- A. Call to order**
- B. Public Comments (6:30 – 7:00 PM)**
(Proposed 30-minute time limit, with speakers allowed 3 minutes each)
- C. Report from library employees and unions, discussion of staff issues**
Comments / responses to reports and issues addressed in packet.
- D. Report from Board of Library Trustees**
- E. Approval of Agenda**

II. PRESENTATIONS

- A. Staff Report on Information Technology Department's Programs and Activities – by Alicia Abramson.**
- B. Staff Report on Berkeley Public School Desegregation Digital Stories Project**

III. WORKSHOP SESSION: Proposed FY2011 Mid-Biennial Budget Update

- A. Presentation on Proposed FY2011 Mid-Biennial Budget Update And Proposed Budget Balancing Measures**

IV. CONSENT CALENDAR

The Board will consider removal and addition of items to the Consent Calendar prior to voting on the Consent Calendar. All items remaining on the Consent Calendar will be approved in one motion.

- A. Approve minutes of March 16, 2010 Regular Meeting**
Recommendation: Approve the minutes of the March 16, 2010 regular meeting of the Board of Library Trustees.
- B. Resolution of Gratitude to William "Bill" Mayer**
- C. Berkeley Public Library Foundation Capital Campaign**
Recommendation: Adopt a resolution to accept the Foundation resolution to undertake a capital campaign for the branch bond program in the amount of \$3.5 million.
- D. San Francisco Foundation Jacqueline Hofer Fund**
Recommendation: Adopt a resolution authorizing the library services director to accept and appropriate gift funds in an amount not to exceed \$1,000 in FY 2010 from the San Francisco Foundation Jacqueline Hofer Fund.

V. INFORMATION REPORTS

- A. Update on the Branch Bond Program**
Discussion of staff report on status of implementation of the Measure FF branch improvement program, to include update on Request for Proposals, schedule, and budget.

- B. April 2010 Monthly Report from Library Director**
 - i. Library Development
 - ii. Professional Activities
 - iii. Programs, Services and Collections
 - iv. Personnel
- C. Library events:** Calendar of events and press releases for various Library programs are posted at <http://www.berkeleypubliclibrary.org>
- D. Staff Report on Tax Exemption for Non-Public Entities**

VI. AGENDA BUILDING

Next regular meeting will be held at 7:00 p.m. on Wednesday, May 12, 2010 at the **South Branch Library, 1901 Russell Street**, Berkeley.

VII. ADJOURNMENT

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.

I hereby certify that the agenda for this special meeting of the Board of Library Trustees of the City of Berkeley was posted in the display cases located at 2134 Martin Luther King, Jr. Way and in front of the Central Public Library at 2090 Kittredge Street, as well as on the Berkeley Public Library's website on April 7, 2010.



//s// _____
Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees

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

COMMUNICATIONS

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information.



BERKELEY PUBLIC LIBRARY

DISCUSSION CALENDAR

April 14, 2010

TO: Board of Library Trustees
FROM: Dennis Dang, Administrative Services Manager
SUBJECT: FY 2011 Revised Budget Development: Recommendations & Strategies

INTRODUCTION

The purpose of this report is to provide a summary overview of a proposed budget-balancing plan for the Library in preparation for presentation of a revised FY 2011 Library budget on May 12, 2010.

FISCAL IMPACT

There is no direct fiscal impact from this report. Direction provided by the Board during this meeting will be integrated into the development of the revised FY 2011 budget.

BACKGROUND

In coordination with the City, the Library is in the midst of updating the adopted FY11 budget to better align with current internal and external conditions. Integral to this process the Library is incorporating much of the guidelines provided by the City. Acceptance by the Board of the resultant revised budget is to be consolidated into the City's budget package to be presented to the City Council for adoption on Tuesday, June 22.

Two factors substantially impact the development of the proposed FY11 Library Tax Fund (301) revised budget (the Library's operational budget). Firstly, is a downward revision to 1.5% for the FY11 tax rate revenue increase from 3.0%; FY12 and beyond is held at 3.0%. And secondly, there is a projected 1.7% increase effective fiscal year 2012 of the employer-paid CalPERS contribution rate, which rises to 2.6% in FY13, and 3.7% in FY14. In the revised budget these two factors are based on City guidelines, and will be revised upon the release of official numbers. The base indices, the per capita Personal Income Growth factor in California and the San Francisco Bay Area Consumer Price Index, which determine the Library Tax Rate, are expected for release in May. The CalPERS rates have yet to be announced as CalPERS is currently reviewing its investment return targets; it is those target rates that will determine the employer's annual required contributions.

As has often been the case, in spite of cost cutting efforts, the Library's operational budget is built with a structural deficit whereby expenditures exceed revenues and the Library Tax Fund balance is relied upon to bring the budget into balance; fiscal year 2011 again follows that pattern. What follows is a summary of initiatives to reduce the structural deficit in FY11 through FY14.



Changes to staffing are projected to achieve \$168,146 in savings to labor costs in FY11, and reduce costs on a recurring basis in the years beyond. The Library is proposing no changes to actual headcount but is seeking reductions to vacant positions along with staff reassignment as needed.

Realign management of the Volunteer Program allowing reassignment of the incumbent 0.5 FTE Library Specialist II overseeing Library volunteers to a vacant 0.5 FTE Library Specialist II position and eliminate the Volunteer Program oversight position. This change would reduce in scope the activities associated with the volunteer program. General oversight of volunteer supervision would be restructured and dispersed to those units currently using and supervising volunteers. Recruitment and intake protocols, including online applications and referrals for new volunteers would be managed within the Administration division.

Reduce staff time in Outreach Services devoted to homebound patrons. This proposal would scale back the incumbent 1.0 FTE Library Specialist II in Outreach Services to 0.5 FTE and reassign the incumbent's eliminated time to a vacant 0.5 FTE Library Specialist II position. Several strategies would be employed to continue providing ongoing homebound services; these would be fully developed with the assistance of staff currently responsible for these activities under the direction of the Deputy Director.

Realign duties and supervision in Technical Services allowing the elimination of a vacant 0.5 FTE Library Assistant position, and a revision to the work group structure in the ordering unit that would permit the elimination of a 1.0 FTE Supervising Library Assistant position anticipated to be vacant as of July 1, 2010. Offsetting these position reductions would be the addition of a 0.75 (30-hour) FTE Library Specialist II to the ordering unit. An assessment of duties and workflow determined that with cross-training, a Specialist II would provide greater flexibility and efficiency as deployment could be need-based to either cataloging or ordering duties.

Salary savings occur when permanent positions are fully or partially vacant and not backfilled, or regular staff is on unpaid leave. The Library since FY09 has employed the use of Salary Savings set at 3% as a budget line item. This is a common business practice that acknowledges that not all positions are fully staffed at all times. However, a downside of holding positions vacant and not fully backfilling with qualified staffing is that oftentimes operational inefficiencies and workflow disruptions result. Compounding these concerns, as the Library has reduced staffing these past few years it has become increasingly difficult to achieve a 3% level of savings due to leaner staffing, workload concerns, and reduced staff turnover; consequently, the proposed revised budget resets Salary Savings to 1%.

Non-personnel expenses in the Library Tax Fund are proposed for reductions totaling \$158,420. These reductions are offset by miscellaneous increases totaling \$43,004, a slight increase to Library Materials of \$33,879 in response to substantial prior year reductions, and a transfer from the Direct/Inter-library Loan Fund (302) of \$143,500 for the Innovative Interfaces, Inc. database expense (see attachment).

Other Funds, consisting of Direct/Inter-library Loan Fund (302), Grants Fund (304), and the Public Library Fund (305) are only modestly adjusted from the adopted budget. Revenue for the Direct/Inter-library Loan Fund (302) is reduced \$10,000 to a projected \$65,000, and the Grants Fund is decreased \$30,000 to an expected \$50,000. These reductions are due to program



funding reductions by the State Library. There are no expenditure reductions taken against the adopted budget.

The Measure FF Fund (308) is revised to align with the Mid-Year Projections submitted to the City in late January and was developed in concertation with Kitchell CEM.

SUMMARY

The proposed budget revisions do not resolve the Library's operational funding imbalance between revenues and expenditures. However, the proposals do seek to address the degree of the imbalance in a measured, considerate manner and recognizes these adjustments as part of an ongoing process.

FUTURE ACTION

At the May 12, 2010 Board meeting, staff will bring a proposed FY 2011 Library revised budget for Board adoption.

Attachments:

- A. Table of Non-Personnel Adjustments

BERKELEY PUBLIC LIBRARY

FY11 ADJUSTED BUDGET - PROPOSED LABOR MODIFICATIONS AT 7APR10

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Dept	Account	Description	Reduction	Notes
Admin	301-9101-450.40-50	Printing and Binding	5,000	Partial recuperation to GS reduction
Admin	301-9101-450.20-99	Salary Savings	248,501	Decrease to rate
IT	301-9102-450.30-38	Professional: Misc Prof Svcs	(2,500)	General reduction
IT	301-9102-450.30-44	Maint Svcs: Field Equip Maint	(21,000)	General reduction
IT	301-9102-450.30-46	Maint Svcs: Computer Maintenance	(1,000)	General reduction
IT	301-9102-450.30-47	Maint Svcs: Software Maintenance	26,304	Pricing increase coverage
IT	301-9102-450.40-31	Telephones	(35,000)	General reduction
IT	301-9102-450.70-44	Computers & Printers	(5,000)	General reduction
IT	301-9102-450.70-47	Computer Softwares & Lic	(5,000)	General reduction
IT	301-9102-450.71-10	Small Equipment < \$1,000	(4,000)	General reduction
IT	301-9102-450.71-44	Computers & Printers < \$1,000	5,000	Projected hardware purchases
IT	301-9102-450.71-47	Computer Softwares & Lic < \$1,000	(2,000)	General reduction
Facilities	301-9103-450.30-38	Professional: Misc Prof Svcs	(5,000)	General reduction
Facilities	301-9103-450.55-20	Field Supplies	(4,895)	General reduction
Facilities	301-9103-450.70-41	Machinery and Equipment	(4,000)	General reduction
Facilities	301-9103-450.71-10	Small Equipment	(2,000)	General reduction
Circulation	301-9201-450.30-42	Maint Svcs: Office Equip Maint Svcs	(17,000)	General reduction
Circulation	301-9201-450.40-50	Printing and Binding	(10,000)	General reduction
Circulation	301-9201-450.40-90	Other	(1,625)	General reduction
Circulation	301-9201-450.50-30	Rental of Office Equipment & Furniture	(13,500)	General reduction
Branch Adm	301-9301-450.71-10	Small Equipment	(5,000)	General reduction
North	301-9302-450.71-43	Mach & Equip: Furniture And Fixtures	(1,500)	General reduction
South	301-9303-450.71-43	Mach & Equip: Furniture And Fixtures	(2,000)	General reduction
West	301-9304-450.71-43	Mach & Equip: Furniture And Fixtures	(2,000)	General reduction
Claremont	301-9305-450.71-43	Mach & Equip: Furniture And Fixtures	(2,000)	General reduction
Childrens	301-9202-450.30-38	Professional: Misc Prof Svcs	(400)	General reduction
Childrens	301-9202-450.30-42	Maint Svcs: Office Equip Maint Svcs	(500)	General reduction
Childrens	301-9202-450.30-44	Maint Svcs: Field Equip Maint	(500)	General reduction
Childrens	301-9202-450.55-20	Field Supplies	(1,500)	General reduction
Childrens	301-9202-450.55-50	Food	(100)	General reduction
North	301-9302-450.55-50	Food	(100)	General reduction
South	301-9303-450.55-50	Food	(100)	General reduction
West	301-9304-450.55-50	Food	(100)	General reduction
Claremont	301-9305-450.55-50	Food	(100)	General reduction
Literacy	301-9205-450.30-38	Professional: Misc Prof Svcs	(1,300)	General reduction
Literacy	301-9205-450.40-10	Professional Dues and Fee	(600)	General reduction
Literacy	301-9205-450.40-31	Communications: Telephones	200	Fax telephone line
Literacy	301-9205-450.40-50	Printing and Binding	(500)	General reduction
Literacy	301-9205-450.40-70	Advertising	(500)	General reduction
Literacy	301-9205-450.55-11	Office Supplies	(2,100)	General reduction
Literacy	301-9205-450.55-20	Field Supplies	(2,000)	General reduction
Literacy	301-9205-450.55-50	Food	(2,000)	General reduction
Tech Services	301-9401-450.55-60	Library Materials	33,879	Pricing increase coverage
IT	301-9102-450.30-47	Maint Svcs: Software Maintenance	150,000	Innovative Interface database
Circulation	302-9201-450.51-20	Messenger / Delivery	7,000	Tricolor cost coverage
Circulation	302-9201-450.50-20	Rental of Equipment	4,000	Public copier cost coverage
Circulation	302-9201-450.55-20	Field Supplies	2,500	Public copier cost coverage
IT	302-9102-450.30-47	Maint Svcs: Software Maintenance	(143,500)	Xfr Innovative Interface database
South	306-9303-450.55-20	Field Supplies	100	Gift for Childrens
REV: Admin	302-9101-331.50-03	Other State Taxes Direct Book Loan	(10,000)	State Library prgrm reduction
REV: Admin	304-9101-331.20-07	State Gov't Library and Constr Act	(30,000)	State Library prgrm reduction

**Berkeley Public Library
Board of Library Trustees**

**Regular Meeting
March 10, 2010**

**MINUTES
6:30 p.m.**

**West Branch
1125 University Avenue**

I. PRELIMINARY MATTERS

A. Call to Order

The regular meeting of March 10, 2010 was called to order by Chair Kupfer at 6:36 PM.

Present: Trustees Winston Burton, Abigail Franklin, Carolyn Henry-Golphin Susan Kupfer and Darryl Moore.

Absent: none

Also present: Donna Corbeil, Director of Library Services; Marge Sussman, West Branch Manager; Berkeley Public Library Foundation – David Snyder, Development Director; Harley Ellis Devereaux / Greenworks Studio – Edward Dean, AIA; Rene Cardinaux, Consultant; Steve Dewan, Project Manager, Kitchell CEM

B. Public Comments

1. Rita Maran, Peace and Justice Commissioner, Nuclear Free subcommittee, spoke regarding the Self-Check, Materials Security and Automated Materials Handling Systems RFP. Proposals are due March 18. Staff will review proposals and bring recommendations to the Board.

C. Report from library employees and unions, discussion of staff issues – none.

D. Report from Board of Library Trustees – none.

E. Approval of Agenda

- R10-017 Moved by Trustee Moore, seconded by Trustee Burton to approve the agenda as presented**
Motion passed unanimously.

II. PRESENTATIONS

A. Presentation by Harley Ellis Devereaux/GreenWorks Studio Architects on the Conceptual Design Phase; and Staff Report on the Process, Community Input and Next Steps.

At February 10, 2010 meeting the Board voted to pursue an “all-new” building on the site. At the February 10 meeting the trustees expressed some concerns about both Schemes B and C. Following the meeting the design team made revisions to both schemes to address these concerns, as a result both now includes PVC. Scheme C was further value engineered to bring it into the allocated construction budget.

The 2-story option (Scheme C) as presented in February exceeded the construction budget. Since the February 10 meeting the design team identified possible reductions that would help bring the project in budget including: reduce overall gross area by 150 sq. ft., reduce site development budget by 15%, reduce mechanical and engineering budget by 5%, make the entry canopy an add alternate, reduce the contingency budget, and use stucco finish on the North and South elevations instead of metal panel rain screen solution. Mr. Dean noted it will be very difficult to meet library program needs under these conditions.

The board discussed the design team’s updated drawings included in the packet. These reflect the architect’s response to board concerns regarding the limited space at the entry in the one-story option and the desire for adequate space for bike parking and landscaping. The 1-story building was repositioned on the site in a manner similar to the 2-story scheme, thereby reducing the need for greater excavation as previously proposed. Since the February 10 meeting, landscape consultant John Roberts has examined the trees on the site and determined the redwoods in the Northeast

corner are stressed and in poor condition, they may fail regardless of which design option is selected and therefore removal should be strongly consider. The redwood in the Northwest corner is in good condition and can be retained and protected with retaining walls. The landscape changes will allow the new building to be moved farther back on the site, relieving the compaction issue and allowing more space at the street for the entry area, landscaping and stroller / bike parking.

Considerations / board discussion:

Trustee Kupfer inquired to what effect the reduced square footage to Scheme C will negatively impact the program. The 2-story Scheme, while greater in overall gross size does include a greater amount of un-assignable square footage to accommodate an elevator, stairs and a lobby on the 2nd floor. As the size of the 2-story scheme decreases, the advantages decrease, as Mr. Dean noted, the usable or assignable square footage (programmable space) difference between the options diminishes.

Trustee Moore inquired if any parking or delivery space is included on the site. The city has a policy of not providing staff parking. Library delivery is done with a van and this will be considered in designing the entry and staff entrance. No patron parking on site is planned.

An informational item was on the Landmarks Preservation Commission (LPC) meeting of March 4, 2010 to update the commission on the status of the project as the building is designated a City of Berkeley Structure of Merit. Mr. Dean summarized his report and let the commission know that the Library is working with the Planning Department and an RFP for an EIR was underway.

A discussion of design considerations was initiated by Trustee Burton, he expressed that he initially liked Scheme C because of its possibilities to create a civic presence. He expressed concern about lack of impression the sketch of the one-story building makes in particular in relationship to the surrounding buildings, noting this is an opportunity to construct a building that will make a civic statement on University Avenue, at the gateway to the city. The single story being planned for South branch seems more impressive and dramatic. Mr. Dean responded that the request for a civic building with adequate height and of a quality design would be carried into the Schematic design phase.

Trustee Franklin reiterated a desire for interior natural light as a feature. Trustee Moore brought up the saw-toothed nature of the conceptual plan and that it was a desired feature, this was supported by other trustees as it ties into the Ocean View Neighborhood's history. Trustee Henry-Golphin asked for clarification on the entry for the one-story, the floor plan for Scheme B was not changed to reflect the revised entry area; this will be done once a decision is made as to option. The drawing in the packet does show the revised entry sequence which is now more like Scheme C.

Director Corbeil explained the design process. Mr. Dean had to make drawings earlier than other architects had to for the other projects. In the case of the South Branch we initially just saw massing diagrams; they didn't get into design until later on. Because the Board wanted to consider retaining the older part of the building, Mr. Dean had to do drawings at an earlier stage, so the Board could see what things would look like. The downside is that we have drawings that aren't necessarily where he is going to go with the design. The positive aspect of it is it allowed us to see how the different schemes might actually function.

Chair Kupfer referenced the design considerations for discussion and suggested that rather than giving specific reference that it has to have the saw tooth roof, would like to focus on the idea of civic presence which was one of the allegiances to the old building. Use greater quality materials on the façade that meets University Avenue. Trustees Golphin and Franklin expressed that they liked the saw-toothed motif.

Returning to the options under discussion, Trustee Franklin expressed that in the one-story scheme, it's symbolically and philosophically meaningful to have Literacy included on the same floor as rest of the library. Trustee Moore expressed concerns about the value engineering proposed for the 2-story scheme, cost containment would require reducing quality of materials on North and East elevations; using stucco instead of stone and metal, as there is so much stucco on University Avenue, that it is important to make a dramatic, prominent and civic statement of pride.

Chair Kupfer summarized that the 2-story scheme makes sense if we get a lot of bang for the buck, but for many reasons seems less desirable: as noted the second floor and PVC requirements may decrease the light on the first floor; it separates literacy from the rest of the library as noted by Trustee Franklin; in order to stay within the allotted budget the 2-story scheme offers no additional useable space; need for elevators and stairs; and potential for increased operational expenses.

A discussion of the exterior included a request by Trustee Moore that the exterior materials and finishes make it a more dramatic and civic presence, as this is the first library that many people will see as they enter the city of Berkeley. Other considerations are that it be able to withstand time and wear well.

Chair Kupfer opened the meeting to public comment:

1. In lieu of stucco, what will exterior be? Is it practical to have wood siding? *Mr. Dean -We'll be working on that in schematic design. Stone, metal are possibilities. There are products that can look like wood. We want building to last 100 years.*
2. What is intent of skylights and street presence? Is nervous about trying to read and having distractions from street and sidewalk traffic. *Mr. Dean – This will be a light filled box, will focus on a lot of day lighting in the building. Could possibly have etched glass below and clear glass above to reduce distractions from the outside. Those are the kind of details we'll be working on in schematic design, to address desire to be transparent and to create comfortable space to sit and read.*
3. Identified self as living around the corner. Reads constantly but has never been into this building because the whole design of the façade says don't come in. Importance of sense of invitation at the entrance.

Returned to Board discussion:

Following board discussion and direction this evening, the library will give the architect direction on which option to move forward on into Schematic Design phase. One step will be a community meeting and the RFP for the EIR will be started under the direction of the Planning department.

The board asked staff to keep the LPC informed of board actions and decisions and to communicate to BOLT any LPC comments or discussions. The LPC Commission Secretary was told that the Board did not favor Scheme A prior to the March 4th LPC meeting.

Trustee Moore asked for more detail on the trees at the street as we move forward, concern that the sap drips on the sidewalk, cars and is brought into the library.

Trustee Kupfer recommended the board vote on which direction they preferred.

R10-018 Moved by Trustee Franklin seconded by Trustee Golphin, (direct staff) to pursue a single-story scheme (for the West Branch Library). Trustees Franklin, Henry-Golphin, Kupfer and Moore voted in favor. Trustee Burton abstained. Motion passed.

III. CONSENT CALENDAR

R10-019 Moved by Trustee Moore, seconded by Trustee Franklin, to approve the consent calendar as presented. Motion passed unanimously.

A. Approve minutes of February 6, 2010 Special Meeting

R10-020 Moved by Trustee Moore, seconded by Trustee Franklin, to approve the minutes of the February 6, 2010 special meeting of the Board of Library Trustees as presented. Motion passed unanimously.

B. Approve minutes of February 10, 2010 Regular Meeting

R10-021 Moved by Trustee Moore, seconded by Trustee Franklin, to approve the minutes of the February 10, 2010 regular meeting of the Board of Library Trustees as presented. Motion passed unanimously.

IV. INFORMATION REPORTS

- A. Update on the Branch Bond Program No discussion.
- B. February 2010 Monthly Report from Library Director Donna Corbeil No discussion.
- C. Library events: No discussion.
- D. Celebrating National Library Week No discussion.
- E. Measure FF: Branch Improvement Program Bookmobile Option For Continuity Of Services During Branch Closures

As requested by the board the Director has prepared information on a mobile library option to utilize during branch closures. Staff recommends a van be considered versus a larger traditional bookmobile which is more expensive and has greater operational issues. The van could hold reserved/hold items and a small browsing collection on carts that could be taken inside a community center. Library also plans to work with recreation and senior centers to meet community needs. There is a population who will not be able to go to Central or other branches when their branch is closed and expect to receive library services. Staff has asked if under these conditions bond funds could be expended and have received an opinion that it is acceptable. One important consideration is that this is an unanticipated expense and is not in the current budget. The board will want to consider the implications on the bond fund program contingency in making this decision. The board discussed the option and asked staff to also consider a lease arrangement, local vehicle purchase and alternate fuel options and to further explore staffing and scheduling options related to operations and continuity of services. Further information on the fiscal implications of this option will be brought forward.

V. AGENDA BUILDING

- A. The next regular meeting will be held at 7:00 p.m. on Wednesday, April 14, 2010 at the Central Branch Library, 2090 Kittredge Street, Berkeley.
 - FY11 Budget Preparations
 - North Branch Improvement Project Update by design team
 - Staff report on Boomer Grant

VI. ADJOURNMENT

- R10-022 Moved by Trustee Moore, seconded by Trustee Franklin, to adjourn the regular meeting of the board at 7:31 PM. Motion passed unanimously.**

VII. CLOSED SESSION

The Trustees went into closed session pursuant to Government code Section 54957, to conduct director of library performance evaluation.

Trustee Burton left at 8:10.

- R10-023 Moved by Trustee Moore, seconded by Trustee Franklin, to adjourn the closed session of the meeting of the board at 8:35 PM. Motion passed unanimously.**

COMMUNICATIONS

- 1. Phil Allen – West Branch Project
- 2. Tom Dufour - Library's Self-Check and Materials-Security Taskforce



**BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Consent IV, Item B

RESOLUTION NO.: 10-___

THE BOARD OF LIBRARY TRUSTEES EXPRESSES ITS GRATITUDE TO WILLIAM "BILL" MAYER, WHO SERVED AS A LIBRARY AIDE FOR THE BERKELEY PUBLIC LIBRARY FROM SEPTEMBER 2003 TO APRIL 2010

WHEREAS, Mr. Mayer's first association with the Berkeley Public Library was as a volunteer, an experience which affirmed his care for libraries in general and which motivated him to apply for permanent employment; and

WHEREAS, Mr. Mayer has consistently made an effort to improve the quality of service at the Library and the working conditions for its employees; and

WHEREAS, Mr. Mayer has been an active participant in many staff committees, including the monthly Joint Labor-Management group; and

WHEREAS, throughout his years of employment with the Library Mr. Mayer has been routinely praised by supervisors for his reliability, productivity, punctuality, and focus; and

WHEREAS, Mr. Mayer's input and participation was a valuable contribution to recent workflow analyses and changes implemented in the Library's Circulation Services unit; and

WHEREAS, Mr. Mayer will be greatly missed by his many coworkers.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley expresses its gratitude to William "Bill" Mayer, who served as a Library Aide from 2003 to 2010, for his service to the Berkeley community and the Berkeley Public Library.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on April 14, 2010.

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Susan Kupfer, Chairperson

Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees



BERKELEY PUBLIC LIBRARY

CONSENT CALENDAR

April 14, 2010

TO: Board of Library Trustees
FROM: Donna Corbeil, Director of Library Services
SUBJECT: LIBRARY FOUNDATION CAPITAL CAMPAIGN

RECOMMENDATION

Adopt the resolution approving the acceptance of the Berkeley Public Library Foundation Board of Directors Resolution to undertake a major capital campaign for the Measure FF branch bond program in the amount of \$3.5 million to fund the furniture, fixtures, equipment and other expenses associated with the improvements to the four Berkeley Public Library Branches.

FISCAL IMPACT

No anticipated impact.

BACKGROUND

The Berkeley Public Library Foundation has demonstrated a strong history of support for the library, in particular raising capital funds to support facility improvements. The Foundation was formed in 1997 with the goal to raise monies for the renovation and expansion of the Central Library project, completed in April 2002. The "We Love the Library" campaign goal was successfully completed raising \$4 million to support, among other things the purchase of furnishings and equipment for the restored library.

In fact, at the completion of the Central Library project, the library board asked the Foundation to undertake another capital campaign for the branches following the successful passage of a City of Berkeley \$5 million bond in November 2000, related to the library's Prop 14, State Library construction bond grant process. Unfortunately, the West Branch project was not selected for funding by the state. Since this time the Foundation has raised funds in support of library capital and program related activities, making an annual gift to the library for these purposes.

At the December 9, 2009 regular meeting, the board adopted a resolution in support of the Berkeley Public Library Foundation's Branch Library Capital Campaign to raise funds for furnishings, equipment and fixtures and materials related to implementation of the Branch Library Improvement Program and approved a donor recognition plan.

CURRENT SITUATION AND ITS EFFECTS



The Foundation has designated the President(s), Treasurer, and Development Director or other designated members of the Foundation board to represent them in working directly with the library to develop a mechanism to coordinate activities related to the campaign, including disbursement of the funds raised to the library for expenditure. In 1999 the board similarly, passed resolutions authorizing the Library Director to accept capital campaign funds from the foundation and to expend these funds in the manner agreed upon with regular fiscal reporting to the board.

RATIONALE FOR RECOMMENDATION

The Library Foundation board of director's has passed a resolution formalizing their commitment as an organization to raise funds for the branch bond program. Given the Foundation's past experience, success and ongoing dedication the library is grateful for their commitment of support. State law forbids bond monies, in this case Measure FF bond funds of \$26 million, from being used for furnishings and equipment. The Library does not have the resources to fund replacement and additional new equipment needed to fully realize the potential of the renovated and new buildings planned. Therefore, the support of the Foundation to undertake this campaign for the benefit of the library is greatly appreciated. The library board has recognized the Foundation branch capital campaign in approving a recognition plan, the adoption of a resolution recognizing the specific commitment by the Foundation and a approval of a mechanism for working together on the campaign and disbursement of funds will complete the process and allow a formal mechanism to be developed and put into place.

FUTURE ACTION

None

Attachments:

1. Resolution
2. Foundation Resolution March 2010



**BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Attachment 1

RESOLUTION NO.: 10-xx

**APPROVAL OF A RESOLUTION ACCEPTING THE BERKELEY PUBLIC LIBRARY
FOUNDATION BOARD OF DIRECTORS RESOLUTION TO UNDERTAKE A MAJOR CAPITAL
CAMPAIGN FOR THE MEASURE FF BRANCH BOND PROGRAM IN THE AMOUNT OF \$3.5
MILLION TO FUND EXPENSES ASSOCIATED WITH
THE RENOVATION OF THE FOUR BRANCH LIBRARIES.**

WHEREAS, Berkeley voters approved Measure FF in November 2008 for a \$26 million branch library improvement program; and

WHEREAS, state law forbids bond monies dedicated to capital projects to be used for movable equipment and furnishings and other expenses related to fully realizing the potential of the improvement program; and

WHEREAS, the Berkeley Public Library Foundation Board of Directors passed a resolution in March 2010 to undertake a major capital campaign for the branch bond program in the amount of \$3.5 million to fund the furniture, fixtures, equipment and other expenses associated with the renovation or new construction of the four Berkeley Public Library Branches; and

WHEREAS, the Library Foundation previously undertook a very successful capital campaign for the Central Library project, raising \$4 million in support of, among other things new furnishings, equipment and the refurbishment of historical elements for the restored library; and

WHEREAS, the Library and the Foundation have a long history of working cooperatively together to benefit the library; and

WHEREAS, the Foundation has designed members of their board of directors and staff to represent them in working directly with the library to develop mechanisms related to the campaign and disbursement of funds, the board hereby appoints the library director to represent the library in these matters; and

WHEREAS, the library director is responsible for the expenditure of allocated funds, including gifts and grants and management of appropriate financial records of these expenditures, so will these funds be managed to include regular reporting to the library board on all relevant fiscal matters.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley to accept the Berkeley Public Library Foundation commitment of support to raise through private donations \$3.5 million to benefit the Measure FF branch library bond program with sincerely appreciation and gratitude.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on April 14, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Susan Kupfer, Chairperson

Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees



BERKELEY ■ PUBLIC ■ LIBRARY ■ FOUNDATION

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David G. Snyder
Development Director

Amy Johnson
Administration

**Berkeley Public Library Foundation
Board Resolution
March 2010**

The Berkeley Public Library Foundation has embarked on a Capital Campaign to raise money to fund the furniture, fixtures and equipment associated with the renovation of the four Berkeley Public Library Branches over the next three years. It is the intent of the foundation to raise \$3.5 million to fund the FF&E budget and cover the costs of the campaign. Based on the renovation project schedules and the availability of funds raised and collected, the Library Foundation will award periodic grants to the Berkeley Public Library to fund the purchase of furniture, fixtures and equipment.

The President(s), Treasurer, and Development Director or designated members of the Foundation board will meet with the Library Director at mutually agreed upon intervals to coordinate the progress of the capital campaign with the timing of funding needs of the branches.



**BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Consent IV, Item D

RESOLUTION NO.: 10-____

**AUTHORIZING THE LIBRARY SERVICES DIRECTOR TO ACCEPT AND APPROPRIATE
GIFT FUNDS IN AN AMOUNT NOT TO EXCEED \$1,000 IN FY 2010 FROM
THE SAN FRANCISCO FOUNDATION JACQUELINE HOEFER FUND.**

WHEREAS, the Berkeley Public Library's Children's Program is dedicated to providing library services to children, parents, teachers, care-givers and others; and

WHEREAS, on February 2, 2010 the San Francisco Foundation notified the Berkeley Public Library Foundation that the Berkeley Public Library had been awarded a donor advised grant of \$1,000.00 from the Jacqueline Hoefler Fund, to be used for the Children's Program; and

WHEREAS, by the Board of Library Trustees of the City of Berkeley to approve depositing these and any residual funds in the Berkeley Public Library, Library Gift Fund, for allocation and expenditure in the future; and

WHEREAS, by the Board of Library Trustees of the City of Berkeley to publicly acknowledge the Jacqueline Hoefler Fund's generosity to the Library.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley hereby authorizes the Director of Library Services to accept and appropriate on behalf of Children's Program the FY 2010 gift awarded by the San Francisco Foundation Jacqueline Hoefler Fund in an amount not to exceed \$1,000.00.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on April 14, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Susan Kupfer, Chairperson

Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees



BERKELEY PUBLIC LIBRARY

INFORMATION CALENDAR

April 14, 2010

TO: Board of Library Trustees

FROM: Donna Corbeil, Director of Library Services

SUBJECT: APRIL 2010 MONTHLY BRANCH IMPROVEMENT PROJECT REPORT FROM LIBRARY DIRECTOR

INTRODUCTION

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

FISCAL IMPACT

This report will have no fiscal impacts.

SUMMARY OF WORK

During this reporting period the following community meetings were held:

- March 31st Claremont Branch Schematic Design
- April 13th South Branch Library Design Development

Other meetings held during this reporting period include:

- Weekly project meetings facilitated by the KCEM project manager, Steve Dewan or Bob Fusilier
- Meeting with City's Planning Department and architects as needed

Landmarks Preservation Commission

North Branch Structural Alteration Permit application hearing held on April 1, 2010 and Claremont Branch Library Informational Item on same agenda of April 1, 2010: <http://www.cityofberkeley.info/ContentDisplay.aspx?id=50380>. The North Branch application was continued to the May 6, 2010 LPC meeting.

COMMUNICATION

Staff continues to prepare and distribute flyers for community meetings and BOLT agendas involving branch bond projects.



WORK ANTICIPATED

Upcoming Community Meetings

April 22nd West Branch Library Schematic Design Update

KEY PROJECT ISSUES

Library Program Standards

During this reporting period work on several different documents that will detail standards related to all four projects are underway:

Branch Facilities Strategic Technology Plan - prepared by Smith Fause & McDonald Inc. under the direction of Alicia Abramson. The purpose of the document is two fold, identification of those technologies and systems that the library has identified as essential to its branch operations and identification of the general library design parameters that are necessary in order to successfully implement and maintain these technologies.

Library Signage Guidelines (Nomenclature) - this effort is being handled internally and guided by Suzanne Olawski in collaboration with the branch staff to develop signage guidelines related to nomenclature to use at all the branches. As part of this effort an inventory of signs at the Central library was undertaken, the Central renovation is the last time the library undertook a formal signage program.

BPL Branches: Furniture (Freestanding) and Interior Guidelines - prepared by Beverly Moris of Page + Moris. This document when completed will be given to the four design teams to guide them in their preparation of recommended furnishings, aesthetic design will be left to the creativity of the design firms. The guidelines will give performance information and list recommended manufacturers, local sales representatives, and styles, including photos of furniture (with photographs of samples) for all adult, teen and children's furnishings, including: tables, such as community room tables, reader and computer tables; seating, such as lounge seats, computer and reader seats and upholstery materials and backings; display, such as periodicals (acrylic waterfall holders on slat-wall), new books, media (gondolas, browsers) and stack end panels. Children's furniture recommendations will take into consideration the need for playful items and the teen area furniture will be age appropriate. The guidelines will also include flooring material and address when and where carpet is to be considered and / or hard surfaces, the type of options most appropriate for a library and other factors, including performance information, recommended manufacturers and style examples and some images to communicate points.

ATTACHMENTS:

None



BERKELEY PUBLIC LIBRARY

INFORMATION CALENDAR

April 14, 2010

TO: Board of Library Trustees
FROM: Donna Corbeil, Director of Library Services
SUBJECT: APRIL 2010 MONTHLY REPORT FROM LIBRARY DIRECTOR

INTRODUCTION

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

FISCAL IMPACT

This report will have no fiscal impacts.

LIBRARY DEVELOPMENT

National Library Week

The Berkeley City Council recognized National Library Week by proclamation at the March 23rd regular meeting (Attachment 3). The Director accepted the certificate.

PROFESSIONAL ACTIVITIES

Douglas Smith, the Library's Deputy Director participated in a California State Library project (Attachment 1).

The Library was able to support five staff members attendance at the Public Library Association conference held in Portland, Oregon this year. This is always a very relevant and useful conference as it's focus is public libraries nationally and it is a wonderful opportunity to hear about other library's initiatives and best practices. This year we had two staff members as presenters at the conference (Staff reports Attachment 2).

The Director has been voted onto the Link+INN Reach System Executive Committee, made up of Directors from member libraries, the term will begin with the April 8th Executive Committee/Directors meeting and run through Spring 2012. The board meets twice a year, usually at the Innovative Interfaces Inc. headquarters in Emeryville.

PROGRAMS, SERVICES AND COLLECTIONS

Celebrating National Library Week, April 11-17, 2010

National Library Week is an annual celebration of the contributions of our nation's libraries and librarians. All types of libraries - school, public, academic and special - participate. The theme for 2010 is "**Communities thrive @ your library**," and libraries across the nation look for ways to raise awareness about libraries and library services during this week. This theme is especially appropriate this year, reflecting how many citizens are turning to their public libraries for assistance and solace during these times of economic distress.

Each April, the staff of the Berkeley Public Library devotes activities and programs in honor of this important recognition of how libraries everywhere play a vital role in supporting the quality of life in their communities. This year, Library staff is launching the first of a planned annual patron satisfaction survey, to monitor what the Library's users think of the library services they receive, and to receive feedback on potential areas of improvement.

Please fill out our Berkeley Public Library Customer Satisfaction survey available at any Information or Reference Desk or @ <http://www.surveymonkey.com/s/JYBDVWC>.

Collaboration with Berkeley History Center

Berkeley Public Library materials will be included in the upcoming exhibit: *75th Anniversary of the WPA in Berkeley*. The exhibit will be held April 11 through September 8, 2010 at the Berkeley History Center, Veterans Memorial Building, located at 1931 Center Street.

This [Berkeley Historical Society](#) exhibit features historic photographs and objects from the many Works Progress Administration (WPA) structures, art works, and projects that have become Berkeley's legacy. Famous New Deal photographer Dorothea Lange also lived here. The exhibit explores the New Deal's broad social policy benefiting education, recreation and the arts through its job programs and its relevance to today's public policy.

Curated by Harvey Smith of California's Living New Deal Project and the National New Deal Preservation Association. Smith will give an overview following a brief annual meeting of the Berkeley Historical Society on Sunday, 11 April 2010 from 3 to 5 pm. Depression-era refreshments will be served. More information is available at: <http://www.berkeleyheritage.com/calendar.html>

PERSONNEL

Nothing to report at this time.

FACILITIES/ OPERATIONS

Self Check RFP Update

The request for proposals was posted on the city's website on February 8th and closed March 18, 2010. A total of 12 proposals were submitted. These have been reviewed to ensure they meet the requirements per the RFP, with all city required forms. Utilizing a criteria based assessment tool each firm will be reviewed and rated. Staff will focus on the 3-4 firms that best meet the library's requirements for further analysis. Reference checks, interviews, site visits and

greater analysis of the proposals will follow. Staff anticipates they will be prepared to make a report to the board at the June 2010 meeting on the process and highest ranked firms under consideration; this would precede any proposed development of a final recommended solution and any proposed action.

ATTACHMENTS:

1. Report by Doug Smith, Deputy Director - California State Library project participant
2. PLA Staff Reports
3. City Council NLW proclamation

Deputy Library Director Doug Smith was invited to participate as a peer reviewer for the California Cultural and Historical Endowment's (CCHE) fourth and final round of grant funding, and in early March served on an eighteen-member panel comprised of nonprofit executives and historic preservationists from across the state. The CCHE was established within the State Library to preserve and protect California's cultural and historic resources. CCHE grants help preserve the tangible aspects of California's history: the artifacts, collections, archives, historic structures and properties that cultivate understanding of our collective past. In addition to providing grants, the CCHE has a statutory obligation to conduct an extensive survey of the existing collection of preserved historic and cultural resources in California, and to make recommendations to the Governor and Legislature on statewide policy regarding historic and cultural resource preservation. CCHE's initial funding came from Proposition 40, the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002, which included \$267.5 million in bond funds for historical and cultural resource protection.

Report prepared by Doug Smith

PLA Staff Reports

Jenifer Shurson, Associate Human Resources Analyst

I was fortunate enough to be one of the few from BPL to attend PLA's spring conference in Portland. As an HR Analyst I was most intrigued by the learning track on workforce development but I did find a few pleasant surprises when I strayed off course. I attended workshops on handling change, passive aggressive behaviors, hostile patrons, turnover as a result of retirements and more general reorganizations of organizations as a result of these same retirements or possibly budget constraints. The common theme- learning how to cope with all of these issues (whether old, new or anticipated) and how to move forward most successfully. I did find the presentations of obvious value but realized that the real gems came during the brief periods when staff from other organizations were able to share their own situations and failed or successful attempts at solutions.

Conference highlights for me included an informative session with the Black Belt Librarian which applies directly to my work on a committee that's developing a comprehensive staff tool for dealing with problem patrons. It should be noted that none of the presenter's tips involved actual use of martial arts. I also found the session on succession planning to be solid and all too relevant given that 1/5 of the federal workforce is planned to retire by mid decade. This was good stuff and though we did offer the virtual conference for staff, there is surely a level of education that cannot be achieved by watching the video substitute. I'm glad to have had the opportunity a quality conference in a super city with fine food and am already planning on ways to implement this new knowledge to BPL's benefit.

Jay Dickinson – Circulation Manager

I was glad to get the opportunity to attend the PLA conference from March 24 through 27. Russell Keys (Supervising Library Assistant) and I were presenters, speaking about the workflow project which has been taking place in the Circulation Department. Our co-presenters were Mary Nacu, the Deputy Director at San Jose Public Library, and Ned Himmel, her predecessor in that position. Our presentation was well received, and there many questions from the audience of several hundred people!

I also attended several helpful sessions geared towards the various aspects of Circulation, including dealing with difficult patrons, navigating change in a library environment.

Perhaps the greatest value to me though, was the extended conversations I was able to have with vendors. Since the library is currently in the process of procuring new systems (self-check, security), it proved helpful to see in person many of the technologies mentioned in the proposals we've received.

Doug Smith, Deputy Director

At the PLA Conference I attended sessions throughout the conference, all of which were useful and with good content. Of particular interest was a presentation by staff from the Multnomah County Library and their "Deputy County Attorney entitled How to Avoid Social Software Policy Pitfalls", as this is a policy we are currently drafting at BPL with the assistance of our City Attorney's office. There were a number of presentations about how to best cope with difficult decisions that are necessary in this time of reduced library budgets--a situation that is universal among public libraries nationwide. Former CA State Librarian Susan Hildreth (now the City Librarian of Seattle) moderated one such panel--"Tough Decisions in Tough Times"--which included the CEO of the Queens Library Thomas Galante. Issues of messaging, how to recommend strategic cuts, and specific ideas about more efficient ways of reducing costs or elevating revenue were offered and discussed. Galante's motto: "Don't wait till it rains to fix the roof." I attended a presentation largely about signage. Interesting observations: language translations are not critical to have, a "directory" sign is important even in small facilities.

Additionally I attended with BPL staffers Russell Keys and Jay Dickinson an interesting demonstration cosponsored by Multnomah County and the Poudre River (CO) Library, showing how their security products interact with the Innovative Millennium ILS. Multnomah's Main Library is a beautiful landmark in a city full of historic buildings, and they have repurposed their main lobby area to accommodate their self-check stations in a way that can inform our plans to alter the layout of BPL Central's Circulation area. Interestingly, like BPL Central, Multnomah Main is also "blessed" with a multifloor, multiroom layout that demands a complex staffing model in which efficiencies are hard to come by.

Megan McArdle, Manager, Collection Development/Technical Services

I am quite grateful to have had a chance to attend my first PLA meeting in Portland, OR. As a long-time active member of ALA, I was happy to see so many programs aimed specifically at public libraries and the issues they face. I attended several programs, and also visited the exhibits to see the latest in technology, furnishings, and especially books. Of the programs attended, the most interesting was on gathering and using statistics to analyze your collections. Going beyond simple circulation and turnover rates, the presenter gave some great ideas about what statistics to look at to really tell you where to focus your collection maintenance and development activities. I also attended presentations on floating collections, RDA (the new cataloging standards that will replace AACR2 in all US libraries if accepted this summer), and two wonderful programs on readers' advisory. In the exhibits, it was great to get a sneak peak at the titles both large and small that we will be purchasing in the coming book season.



City of Berkeley Proclamation

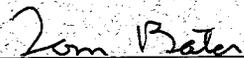
CELEBRATING NATIONAL LIBRARY WEEK

- WHEREAS, libraries everywhere play a vital role in supporting the quality of life in their communities; and
- WHEREAS, more than ever, in the current economic downturn our nation's public libraries make a difference in the lives of millions of Americans; and
- WHEREAS, library employees are trained to help people of all ages and backgrounds find and interpret the information they need to live, learn and work in a challenging economy; and
- WHEREAS, libraries serve as crucial technology hubs for people in need of free Web access, computer training, and assistance finding job resources; and
- WHEREAS, libraries are part of the American dream – places for opportunity, education, self-help and lifelong learning; and
- WHEREAS, library use is up nationwide among all types of library users, continuing a decade-long trend; and
- WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

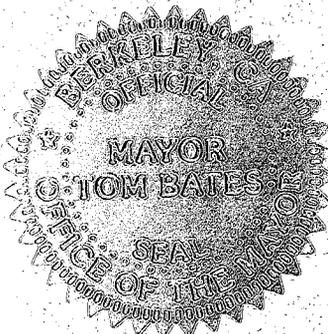
NOW THEREFORE, BE IT RESOLVED that I, Mayor Tom Bates, on behalf of the City of Berkeley proclaim

National Library Week

on April 11-17, 2010 and encourage all residents to visit the library and take advantage of the wonderful library resources available at your library.



Tom Bates
Mayor



March 23, 2010

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THE BERKELEY DAILY PLANET

THE EAST BAY'S INDEPENDENT NEWSPAPER

[FRONT PAGE](#) [OPINION](#) [COLUMNISTS](#) [ARTS & ENTERTAINMENT](#)

Front Page News:

COMMUNITY COMMENTARY: Landmark Preservation Commission Reviews Mobilized Women of Berkeley Designation

By Steven Finacom
Thursday March 11, 2010

Review of the expansion of one historic branch public library building, likely demolition of another, and affirmation of the landmark designation of the old Mobilized Women of Berkeley building at 1007 University Avenue were major issues before the Berkeley Landmarks Preservation Commission at its regular monthly meeting on Thursday, March 4, 2010. The Commission also considered several shorter items including building remodels and historic plaques.

1007 University Avenue

Last July the Commission landmarked 1007 University Avenue, part of the old headquarters of the Mobilized Women of Berkeley. The landmarking was appealed to the City Council by the new owners of the building, and the Council sent the issue back to the Commission to revisit two issues: the role of Bernard Maybeck in designing the building; the significance of concrete grid form architecture.

Readers may be most familiar with this building as the center unit of the block-long former site of Amsterdam Art on the north side of University Avenue, west of San Pablo Avenue.

It's a "concrete grid form" building patterned with diamond-like glass blocks, and fronted by a courtyard along University Avenue. The Mobilized Women, formed during World War I, was a local community service organization. After that War it reorganized as a permanent social service group and eventually built a substantial complex along University Avenue which included a thrift shop, facilities for collecting recycling, and a "Community House" where impoverished and recent immigrant residents of West Berkeley could take classes and receive aid and services.

Bernard Maybeck designed a headquarters for the Mobilized Women at 1001 University Avenue, built in 1938 just west of 1007. According to the landmark nomination research he advised on the design of 1007 University, which was built by an "assistant architect" and a private contractor who had both worked with Maybeck on other projects.

Maybeck's wife was a member of the Mobilized Women and, in the 1940s, minutes of the organization report. His daughter-in-law, another member, showed the organization concepts by Maybeck for what would become the 1007 University Avenue structure.

1001 University Avenue, which housed the Mobilized Women thrift shop, later burned, and was replaced with a boxy gymnasium. That structure and the main sales building of Amsterdam Art on the east side of 1007 University were both excluded from the landmark designation.

Architect David Trachtenberg appeared before the Commission representing the new owners of the vacant property. He said he had worked well with the Commission in the past but "I'm not pleased to be here under these circumstances", involving an appeal of a landmark designation.

He initially brought forward display boards, intending to present plans for a proposed development on the site, but was told by the Commission that the issue before it—as remanded by the City Council—was to simply re-consider certain aspects of the Landmark designation.

Setting aside the boards, he made a brief summary of arguments saying that "The Maybeck building at 1001 was the work of a master and cannot be compared with 1007 University Avenue." Contrasting the two buildings he asked, "When Disney does Romeo and Juliet is it still Shakespeare?" and while "clearly the Mobilized Women of Berkeley is a significant institution", "is one more landmark vacant and most likely vandalized" desirable?

He noted there are 19 identified grid form buildings in Berkeley and said "It seems to me arbitrary and unfair for the Commission to cherry pick this one building because it's at risk of being developed." He suggested that the building could be demolished and commemorated by "development of a window box museum" in a new structure on the site.

Trachtenberg concluded, "My client has asked me to tell you that he will appeal this again to the City Council" if the landmark designation is not overturned. "Are you threatening us?" asked Commissioner Robert Johnson.

After Trachtenberg spoke, the Commission heard from three supporters of the landmark designation. Application author Susan Dinkelspiel Cerny was first, running through a PowerPoint presentation of additional research she had done on the history of the building, and documentation of Bernard Maybeck's connection to the design process.

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[Keep up with Berkeley.](#)

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Karen McNeil, a historic preservation consultant who works in San Francisco, also spoke to "emphasize the importance of the Mobilized Women of Berkeley within a 'charitable landscape' in West Berkeley." Berkeley "women began to develop this type of landscape" in the 19th century, she observed, providing social service, health, and community facilities on a series of sites around lower University Avenue, and through a number of private organizations, including the Mobilized Women.

These developments came in an era when government provided few social services and private, homegrown, charities stepped in to the gap. Generations later in the 20th century many of the community services provided by private groups were replaced with government programs, some of them operating in the original private facilities.

McNeil characterized the surviving Community House structure of the Mobilized Women as an important building in part because it was one of the later buildings in this chain of social service facilities, built after the Depression had put a stop to the development of many private social service programs. By providing a thrift shop next door, "the Mobilized Women came up with a means to have an economic system to keep this building going", she said.

"It is very important that this building was constructed so late", she said. "It's March, it's Women's History Month, let's recognize the women of Berkeley."

This writer was the third speaker in support of the landmark designation, saying that for a number of years people in the preservation community had been discussing the importance of proposing 1007 University Avenue for landmark status, and noting that Cerny had researched and prepared detailed additional documentation for the landmark application to address the specifics of the City Council remand.

When they began discussion, Commission members generally spoke in favor of retaining the landmark status and concentrated on the issue of whether a portion of the landmark designation wording referencing Bernard Maybeck's role in the design of 1007 University should be modified.

"I was present at the appeal (hearing before the Council)" Commissioner Carrie Olsen said. "What I heard was very specific, the issue of the line about Maybeck. They did not overturn the designation. They sent it back to us on the word 'Maybeck'".

Commissioner Austene Hall said, "It seems very clear there was a direct association with Maybeck through family members, through friendships, through professional relationships. It's very clear he had a hand in this building."

Commission Chair Gary Parsons disagreed, saying "I don't think it's conclusive." The building was "definitely influenced by 1001 University", the fully documented Maybeck structure, but he did not believe the case for Maybeck's design of 1007 University had been made. He added that the grid form concrete buildings form "an indigenous architecture" and with only 19 such structures in Berkeley, "we should get busy."

"We voted unanimously to landmark this building", Commissioner Robert Johnson reminded the room. The main reason was "to commemorate the Mobilized Women of Berkeley." He noted that four other grid form buildings have been demolished in Berkeley over the years. Johnson agreed with Parsons that "we can't really show that Maybeck was the designer", but "we're saying maybe had an influence."

"We know his familial association really permeated the entire organization" said Commissioner Anne Wagley. "It's important for us to get the language right" said Commissioner Steve Winkel. "The remand we got was very short and succinct."

Commissioner Miriam Ng noted that the owners could apply for a Mills Act contract—which allows some property taxes on landmark structures to be used for building maintenance—and said "my concern of course is the condition of the building and how it's been graffitied so much over the past year. What kind of honor is it when the building is in such shabby condition? I think it would be great if the owner would make it into a showcase."

She pointed to Oakland's Fox Theater as an example of a building that had been on the brink of destruction and severely deteriorated, brought back to life through public and private collaboration.

"The fact that we landmarked the building doesn't cast the fly in amber" said Winkel. Johnson added "a lot of creativity can be in taking old things, adding on to them, slightly modifying them to make something new."

After discussion, the Commission voted unanimously to slightly modify the landmark designation to state "While P.L. Coats is the architect of record, this building was built to be a sympathetic companion to Maybeck's adjacent building, built 12 years earlier."

The rest of the landmark designation concerning the significance of the Mobilized Women and grid form structures in Berkeley, was left unaltered. The owner now has the option of pursuing a new appeal—as Trachtenberg mentioned—or letting the designation stand.

North and West Branches, Berkeley Public Library

The second large review of the evening involved presentation of options for both the North and West branches of the Berkeley Public Library.

Architect DougTom from the firm of Tom Eliot Fisch and Cathleen Malmstrom from Architectural

Resources Group made the presentation on the North Branch renovation project. They noted that James Plachek, the architect of the original building, had prepared plans for an unbuilt addition to the west and rear of the structure, along Josephine Street. They outlined various concepts for a new addition, focusing on one, which provided a two-story addition with community room on the ground level, and staff work spaces, bathrooms, and an enlarged teen room on the upper level.

In the angles where the addition joins the original building glass walls would connect old and new and show the original structure; the teen room would be visible through the glass wall facing southwest, and staff workspace visible on the northwest. The exterior of the new construction could be stucco, or a prefabricated panelized material called "Swiss Pearl".

Robert Johnson said the massing scheme was good. Steve Winkel said "The floor plan makes a lot of sense. What they're proposing on the inside looks logical."

Most commissioners expressed unhappiness, however, with the proposed character of the new rear façade along Josephine Street. Olsen said "to me, you have too many window forms. They should be simpler and there should be fewer forms of them." "The number one goal of this façade should be to do whatever it can to recede."

She criticized the panelized wall option, noting "there isn't any Swiss Pearl in this neighborhood. I don't think it's a good alternative for the residential face of this building." She added "I've had two architects call me who are not interested in landmarks, to express their outrage about this."

"There is something unsettling about the new addition", Anne Wagley said, comparing it to "a computer face, with two eyes, a mouth and the teeth" formed by windows. "You want to avoid looking too institutional because you're in a neighborhood."

"Just make it dead simple and repetitive" Gary Parsons said. Commissioner Christopher Linvill said, "To my eye there's too much variation in the windows." "Even more disquieting, the window scale seems odd", particularly in comparison to the windows on the existing landmark building. Linvill noted the asymmetry of the rear façade and said, "there seems to be a real deliberate attempt to not have a center anywhere on the back. And it's not working for me."

The consultants also discussed repairs and renovations to the existing building, including a modified ramp on the main façade, a new front door "similar to the original door" and replacement of the current non-historic portal, and renovations of the old interior including replacing non historic light fixtures in the rotunda and retaining the existing oak tables and chairs while adding some "soft seating".

Malstrom said they had looked at the landmark designation for the building and of those items designated as significant features, "We're keeping all of them, they'll all be there when we're finished."

Commissioners briefly discussed exterior colors for the building. Some advocated for keeping the current, Karl Kardel-designed, paint scheme, while others preferred a new approach. "I wouldn't mind getting rid of the color", Miriam Ng. said. Olsen was adamant that it should remain, and expressed concern about a suggestion from the design team that architectural detailing on the façade be painted a different color from the walls.

Tom said that at community meetings discussing the renovation plan, "the color preference was right now the middle." "Does it need to be repainted", Olsen asked? "Probably not", Malstrom said.

West Berkeley Library

There was a shorter discussion of the West Berkeley branch library on University Avenue. There, the original 1923 building "modeled on the Carnegie libraries around the country" was considerably compromised by a 1974 addition in the rear and in the front.

A different team of consultants discussed two scenarios for demolishing the entire structure and building a completely new branch library. A third option would involve retaining the old original front building and moving it forward on the site, with a new addition behind. The consultants said because of code upgrades, deterioration, and already missing features, the third option would essentially be "a new building using the remaining pieces of the old building." The partial rehabilitation option, they said, could cost about \$800,000 more than the project budget.

Robert Johnson said "the 1974 building is atrocious. I wouldn't mourn it", but noted that the Commission had also already approved a 2004 Library plan for remodeling the 1923 building.

Other Items

In other business from its lengthy agenda, the Commission addressed these topics.

Historic Plaques

Robert Kehlmann and David Snippen from the non-profit Berkeley Historical Plaque Project updated the Commission and asked for a closer working relationship between the group and the City. The Project has installed about 100 historic markers and plaques in Berkeley since the mid 1990s, most of them on designated landmarks. These are the rectangular or oval, green or light tan, metal

plaques seen on many building facades.

Kehlmann and Snippen noted that the City and the School District had funded several plaques on publicly owned sites in past years, but contact had waned with staff and Commission changeovers. They asked to "start a dialogue with the Commission and find ways in which this effort can be sustained."

One strong interest was in finding ways for the City to help directly connect owners of newly designated landmarks with the plaque effort. Carrie Olsen said the City should commission plaques for its multi-building historic districts. Anne Wagley said "when we landmark a building we should do a plaque." Commission Secretary Jay Claiborne said there might be grant funding opportunities for plaques "as a way to foster tourism", while Commission Chair Gary Parsons suggested seeking private donors.

The Commission appointed a subcommittee of Olsen and Parsons to work with the Plaque Project.

Bike Station At Shattuck Hotel Building

Commissioners reviewed exterior signage for Berkeley's new Downtown "Bike Station" in what was a commercial storefront in the landmark Shattuck Hotel building. Architect Charles Kahn presented the design. Kahn characterized the Bike Station—which will include offices and resources for cyclists, as well as a 24-hour public bike storage facility—as "a unique project" and "a civic function". He said "we want it (the signage) to be contemporary".

Some Commissioners were critical of the proposed design. Austene Hall said "by putting a sign like that it looks like the entire building is called 'bike station'. It's really a dominant sign compared to others" in different storefronts of the building. Olsen said "I don't mind your trying to stand out" but called the proposed sign too "glaring". "It adds this off kilter thing on what is one of the most recognizable buildings Downtown."

She noted that the City had an approved signage program for the landmark Shattuck Hotel building and other storefront tenants had been required to do signs conforming to the program. "The new bike station needs to be more in compliance with the sign program" said Robert Johnson.

Gary Parsons said "I think it's nicely designed. I don't think it will mar the building." Steve Winkel commented "the scale of the sign doesn't threaten the building."

The Commission created a one-time subcommittee to work with the architect and Design Review staff on a modified design that would not need to return to the LPC for further review.

2237 Shattuck Avenue>

Commissioners reviewed corner storefront alterations for 2237 Shattuck Avenue, a landmark building that most recently contained a chain Mexican restaurant, Baja Fresh. A new chain, Burgermeister, will soon be occupying the space. The Commission made a small number of suggestions about colors and signage placement, then approved the design package with little disagreement.

According to those presenting the project, the work will done soon (this writer saw much of the painting underway Wednesday at lunch, two days after the meeting). The main visual change will be a new, darker, color scheme on what's now a fairly light colored storefront, and new signage.

Ennors Building

The Commission approved plans for storefront modifications to 2130 Center Street, the landmark Ennor's Building which, more recently, housed the Act movie theaters. It has been remodeled into upstairs offices and street level retail and commercial space.

The Commission approved a setback entrance for new commercial tenants but emphasized, in the words of Carrie Olsen, "We are not approving a gate. We are approving doors which will close at night" along the sidewalk.

This project also occasioned a brief dialogue between Commissioners and Deputy City Planning Director Wendy Cosin who was at part of the meeting. Commissioners were concerned that some design projects altering landmark structures don't make it to the Commission until late in the process.

"Landmark properties are flagged in our computer system", Cosin assured the Commission, and proposals for projects that are on landmark sites or structures are routed for review to the LPC staff. But, she added, "we can certainly talk with our staff and remind them of landmark projects."

2707 Rose Street House

Commissioners informally mentioned 2707 Rose Street, the controversial new mansion planned in North Berkeley. "The issue there for this body is that there was a statement in the staff report (to the Zoning Adjustments Board) that there are no historic resources in the vicinity. That is just absurd", Chair Gary Parsons told the Commission. "It's the most amazingly whitewashed report I've ever seen in my life. I think this is a city wide issue...It's got the ire of a lot of people." The ZAB approval of the new home has been appealed by people from the surrounding neighborhood to the City Council.

Parsons also used the opportunity to suggest the Commission "think about establishing a demolitions subcommittee ...just so we know if there's anything to be concerned about." The Commission does receive from City staff lists of projects in the zoning and permitting pipeline, including proposed demolitions, but in the case of 2707 Rose the list simply mentioned a new construction house on the lot, not the demolition of an existing house.

Staff Report

The Commission heard a quick, end of the meeting, verbal staff report from Commission Secretary Jay Claiborne. He noted pending projects at 2006 Delaware where an alteration to the roof of a non-landmarked older house would "alter the pattern along that street", adding this "raises the issue of areas that have a historic character and how do you manage that?" He mentioned the City's SOSIP (Downtown Streetscape and Open Space Improvements Plan) process, noting that "at critical points both the LPC and the Design Review Committee are included" in consultation.

He noted a likely landmark nomination for 1545 Dwight Way, a large Victorian-era home east of Sacramento Street, and said that an already submitted nomination for 2600 Bancroft, the University YWCA building, had been discussed with the Y Board "and there have been some comments made that have to be considered". He mentioned a potential landmark initiation of a historic church building on Prince Street above College Avenue, and the fact that a camphor tree in landmark Martin Luther King, Jr., Civic Center Park needs to be removed.

City Housing Element

During the Public Comment period of the meeting speaker John English raised the issue of the pending update of the City of Berkeley's Housing Element. He noted that the State had asked the City to look at whether the Landmark ordinance has an effect on new housing creation, and expressed concern about a City staff report to the Planning Commission that suggested "staff will identify meaningful improvements to address potential constraints" the Landmarks Ordinance might pose for new housing.

Commission Secretary Jay Claiborne said he had talked to the Planning staffer working on the Housing Element, and "I think she has some information that will substantiate that the LPC has not taken actions against mixed use housing in this city." Claiborne added that he had been reviewing LPC records and "can't find any examples of action the LPC took to initiate the landmark designation of a multiple use infill (housing) site."

Commission Chair Parsons observed that "it does seem like the LPC has been cut out of the (Housing Element) process to date", and suggested consultation with the Planning staff "pronto."

2640 Telegraph Avenue

In other public comments, this writer expressed concern to the Commission about the City's review processes for 2640 Telegraph, a two story office building ruled to have been demolished by City staff last Fall after "renovation" work removed almost all of the existing structure. In that case the Zoning Adjustment Board, when considering new building permits for the property, was erroneously told by City staff that the Landmarks Commission had received the building for review at their February meeting.

Carrie Olsen, who attended the ZAB meeting, said the core of the issue was not any potential historic status of the building—which is now gone, and had never been historically researched—but the fact that by City rules when a commercial building over 40 years old is involved the City "has to let us (LPC) know when something is being demolished, and it has to be before it goes to the ZAB. If this happens again I will appeal it" to the City Council, she said. An appeal would suspend ZAB approval while an appeal is being considered.

Disclosures: the author is a member of the Berkeley Historical Plaque Project, and also testified to the Commission about two items--2640 Telegraph and the Mobilized Women of Berkeley landmark designation—at the meeting.

Plano School, 1809 University Ave., 510-710-0995.

learning/lectures

University Press Books — Events, join author John Zarobell for a reading of his book, "Empire of Landscape: Space and Ideology in French Colonial Algeria," 5:30-7 p.m. March 16, join authors Elaine Elison and Stan Yogi for a reading of their new book, "Wherever There's a Fight: How Runaway Slaves, Suffragists, Immigrants, Strikers, and Poets Shaped Civil Liberties in California," 6-7:30 p.m. March 18, free, 2430 Bancroft Way, 510-548-0585, www.universitypressbooks.com.

Berkeley Public Library — Job search workshops, resume, and jobsearching online, March 22, April 5, 19, free, third floor Community Meeting Room, Central Library, 2090 Kittredge St., 510-981-6148. Saturday Afternoon at the Movies, 3 p.m., "The Violin," March 27, "The Bothersome Man," April 24, Claremont Branch, 2940 Benvenue Ave., register at 510-981-6280, www.berkeleypubliclibrary.org.

Saint Mary's High School — Food drive, to support Alameda County Food Bank, canned food is preferred, through March 31, drop off at the Shea Student Center, 1294 Albina Ave. on Tuesday mornings, or call Ms. Clare McCormick at 510-559-6217 to make arrangements.

outdoors

Berkeley Farmers' Market — Cooking Demonstration by Jennifer Una, 2:30, Cooking demonstration by Christine Manoux, 4:30, 2-7 p.m. March 16, Cesar Chavez Commemoration, 2-7 p.m. March 23, Derby St. at Martin Luther King, Jr. Way, 510-548-3333, www.ecologycenter.org.

REI — Events, Exploring Southwest China and Lhasa, Tibet, 7-8:30 p.m. March 16, Hands-on Bicycle Classes, 11 a.m.-noon through March 28, 1338 San Pablo Ave., 510-527-4140 ext. 218, <http://www.rei.com/stores/12>.

EXHIBITS

Berkeley Art Museum and Pacific Film Archive— Exhibits, 11 a.m.-5 p.m. Wednesday—Sunday, What's It All Mean: William T. Wiley in Retrospect, March 17-June 20, Assignment Shanghai: Photographs on the Eve of Revolution, through June 27, 2626 Bancroft Way, 510-642-8691, bampfa.berkeley.edu.

ONGOING

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LEARNING

Assets Senior Employment — Offers a job training program for income-eligible people 55 and older living in Berkeley. Earn when you learn. Interested in working with children? Receive college credit in Early Childhood Development while being paid. 510-238-3554.

Berkeley Adult School — Offers classes: High School Diploma, GED preparation, Vocational Training Classes, Preparation for Citizenship, English as a Second Language, and more. 1701 San Pablo Ave. Details: call Mondays-Thursdays 8 a.m.-3:45 p.m., Fridays 8 a.m.-2 p.m. at 510-644-6130. Register: <http://bas.berkeley.net> .

Berkeley Office of Emergency Services — Offering a series of free Community Emergency Response Training classes. Hands-on training in fire suppression, light search and rescue, and disaster first aid. Classes at fire department's Emergency Operations Center, 997 Cedar St. Participants must be 18 or older; living or working in Berkeley. Registration: 510-644-8736.

Julia Morgan Center for the Arts — Offers family-friendly program of classes, workshops and activities. Taught by professional teaching artists. 2640 College Ave. 510-845-8542, www.juliamorgan.org .

Saint John's Prime Timers — activities for adults over 50 years old. Ongoing classes welcome new members on Tuesdays and Thursdays. St. John's Presbyterian Church, 2727 College Ave. 510-845-

6830.

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HEALTH

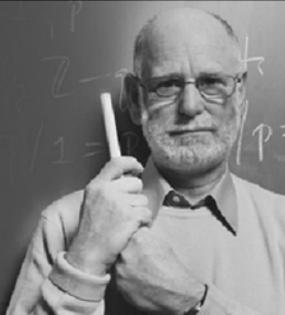
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Dega Omar, and Rashid Patch, 5-9 p.m. March 28, Berkeley Fellowship of Unitarian Universalists Building, Connie Barbour Room, 1606 Bonita St., 510-841-3477, www.bfuu.org .

Berkeley Fellowship of Unitarian Universalists — Events, Integrated Story Circle focusing on gender identity roles in a changing world, 12:30-1:45 p.m. March 28, Occupied Lives, Film Series about non-violence and steadfastness in Palestine, 7 p.m. Apr. 2, 16, 30, May 7, 21, Climate change workshops, 7 p.m. through April 8, free, 1924 Cedar St., 510-841-4824, www.bfuu.org .

learning/lectures

Berkeley Public Library — Events, Saturday Afternoon at the Movies, 3 p.m., "The Violin," March 27, "The Bothersome Man," April 24, Claremont Branch, 2940 Benvenue Ave., register at 510-981-6280, www.berkeleypubliclibrary.org . Playreaders present Performer's Showcase, 2 p.m. March 28, Opera in the Library, 12:15 p.m. Apr. 1, Job search workshops, resume, and jobsearching online, April 5, 19, free, third floor Community Meeting Room, Central Library, 2090 Kittredge St., 510-981-6148.

University Press Books — Join author Catherine Cole for a reading from her book, "Wherever Performing South Africa's Truth Commission: Stages of Transition," free, 2430 Bancroft Way, 510-548-0585, www.universitypressbooks.com .

Saint Mary's High School — Food drive, to support Alameda County Food Bank, canned food is preferred, through March 31, drop off at the Shea Student Center, 1294 Albina Ave. on Tuesday mornings, or call Ms. Clare McCormick at 510-559-6217 to make arrangements.

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HEALTH

hillsideclub.org .

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Ecology Center — 2530 San Pablo Ave., 510-548-2220 ext. 239, register@ecologycenter.org .

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Berkeley Arthritis Support and Education Group — Meets 1-2:30 p.m. second Tuesdays monthly (except December). Maffly Auditorium, Herrick Campus, 2001 Dwight Way. 510-204-4503.

Brain Injury Life-Skills Support Group — 6:30-8 p.m., second and fourth Thursdays monthly. Enhances caregiver's understanding of brain injuries. Alta Bates Summit Medical Center's Regional Stroke Center, Herrick Campus, 2001 Dwight Way. Details: 510-204-3307.

Divorce Support Groups — Ongoing Support Group for divorcing parents; meets weekly. Divorce 101: three-hour workshop. Co-Parenting counseling available by appointment; learn to raise emotionally healthy kids while staying apart. Offices in Berkeley and San Francisco. Susan Regan, MFT, 415-563-4342; www.SusanRegan.org/divorce.html .

Family/Friends Who Care for Older Adults — Meets 4-5:30 p.m. third Wednesdays monthly. Drop-in support group. Discuss personal and practical issues. Free. Herrick Campus of Alta Bates Summit Medical Center, 2001 Dwight Way.

Fibromyalgia Support Group — Meets noon-2 p.m.

Registration: 510-644-8736.

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HEALTH

Alta Bates Summit Medical Center— Healing Yoga for Cancer classes, 11 a.m.-noon Thursdays. Drop-in yoga class teaches cancer patients a series of gentle movements to let go of stress. Comprehensive Cancer Center Conference Room, 2001 Dwight Way. Free. Details: 510-508-1653.

Alta Bates — "Look Good"...Feel Better" class. 10 a.m.-noon fourth Mondays monthly. For women with cancer. Cosmetologists and wig consultants demonstrate ways to cope with appearance changes and other physical side effects of cancer treatment. Cancer Center Salon, Herrick Campus, 2001 Dwight Way. Free. Registration required: 510-204-4785.

Alta Bates — New Patient Orientation Class, 9-10 a.m. Tuesdays. Orientation for new cancer patients receiving treatment at the center. Facility tour afterward. Space limited. Comprehensive Cancer Center, 2001 Dwight Way. Registration required: 510-204-1591.

Alta Bates — Pregnancy and Childbirth Preparation classes. Birthing Center, 2450 Ashby Ave. Registration required. Details: 510-204-1334.

Alta Bates — Stress Reduction: The Practice of Mindfulness 8-Week Series. Learn relaxation techniques, meditation and yoga. Free; all welcome.



BERKELEY PUBLIC LIBRARY

INFORMATION CALENDAR

April 14, 2010

TO: Board of Library Trustees
FROM: Donna Corbeil, Director of Library Services
SUBJECT: STAFF REPORT ON TAX EXEMPTION FOR NON-PUBLIC ENTITIES

INTRODUCTION

The board asked staff to bring an update on this subject for further discussion and possible direction.

FISCAL IMPACT

This report has no fiscal impacts.

BACKGROUND

In June 2009 the board discussed the June 2, 2009 City Council agenda item, *Parcel Based Special Taxes, Fees and Assessments Audit Update*. No action was recommended at that time.

Summary

In a June 2, 2009 report the City Finance Director, Bob Hicks, updated the council on the previous audit on parcel based special taxes, fees and assessments, providing them with a status report on staff' response to the recommendations made in the original report. The original report from the auditor's office on this matter occurred in 2005, the council is updated annually on the status of recommendations. The Library Tax is considered a special tax. Large non-profits were exempted from paying special taxes in the 1980's. In order to require large non-profits to pay the special tax, the City would have to take it to the voters for approval to change this past practice. The next City of Berkeley Finance Department report to Council on this matter will be scheduled in July or September 2010, according to the earlier report.

The most recent council agenda item on this issue, is the Audit report dated June 2, 2009 [http://www.ci.berkeley.ca.us/uploadedFiles/Clerk/Level_3 - City Council/2009/06Jun/2009-06-02 Item 39 Audit Update Parcel Based Special Taxes Fees and Assessments Audit.pdf](http://www.ci.berkeley.ca.us/uploadedFiles/Clerk/Level_3_-_City_Council/2009/06Jun/2009-06-02_Item_39_Audit_Update_Parcel_Based_Special_Taxes_Fees_and_Assessments_Audit.pdf)

See finding number 4:

Finding 4: \$1.2 million could be gained by the City and \$0.8 million could be gained by the Berkeley Unified School District (BUSD) if BSFT based special taxes were assessed on non-public exempt entities.



Recommendation for City Manager (4.2): Consider placing a measure on the ballot to extend legally allowable parcel-based special taxes to non-public exempt entities.

City Manager's Response: Not Implemented. While provisions of the California Constitution regarding the taxation of non-profits does allow for the imposition of voter approved special taxes on non-profits, a long-standing procedure has excluded nonprofits from taxation because the City believed that the California Constitution required the exemption. After further review it appears a ballot measure or multiple ballot measures are necessary to correct this procedural error.

In FY 2009 the non-profit exemptions amounted to the following:

Parks/Landscape Tax \$ 517,593.16

Library Tax \$ 994,012.11

Paramedic Supplemental Tax \$ 137,915.59

Emergency Svcs for Disabled Tax \$ 52,879.09

CFD1-Emergency Fire Equip Tax \$ 58,340.20

BUSD-BSEP of 2006 Tax \$1,591,441.08

BUSD Facility Maintenance Tax \$ 360,091.98

The newly approved Measure GG – the fire protection and emergency response tax will be implemented to assess non-profits this new tax.

The following ten properties have the highest exemptions based on their BSFT recorded in the Land Management System:

Table 5

(Extracted from: The 2005 audit and council report which is available in full at:

<http://www.cityofberkeley.info/auditor/currentaudits.htm>

Page down to Parcel Based Special Taxes, Fees, and Assessments Audit (3/15/05)).

Property Owner	Property Address	Taxes Billed Yr 03-04 *	Potential gain by the City **	Potential gain by BUSD ***
Alta Bates Hospital	2450 Ashby Ave	\$0	\$115,447	\$86,358
Herrick Foundation	2001 Dwight Way	\$4,405	\$60,474	\$45,236
Berkeley Young Men's Christian Assoc.	2001 Allston Way	\$0	\$36,029	\$26,951
Alta Bates Hospital	3001 Colby St	\$6,672	\$34,352	\$25,696
Church Divinity School of the Pacific	2451 Ridge Rd	\$0	\$27,437	\$20,524
AM Baptist Seminary of West	2511 Hillegass Ave	\$0	\$25,964	\$19,422
Strawberry Creek Lodge	1320 Addison St	\$0	\$22,523	\$13,934
First Presbyterian Church of Berkeley	2407 Dana St	\$0	\$20,303	\$15,187
Encinal Industries Inc.	2015 Shattuck Ave	\$0	\$18,695	\$13,987
Herrick Foundation	2500 Milvia St	\$3,598	\$18,526	\$13,858



CURRENT SITUATION AND ITS EFFECTS

The board may recommend to Council a ballot measure for the November 2010 election to change the current practice as it relates to collection of the library tax only from previously exempt property holders.

FUTURE ACTION

No future action is required.