

MINUTES
BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES REGULAR MEETING
WEDNESDAY, APRIL 13, 2011, 6:00 P.M.

SOUTH BRANCH LIBRARY – 1901 RUSSELL STREET

Board of Library Trustees:

Chair Susan Kupfer
Vice Chair Darryl Moore

Winston Burton
Abigail Franklin
Carolyn Henry-Golphin

I. PRELIMINARY MATTERS

A copy of the agenda packet and a digital recording of the meeting is accessible at http://www.berkeleypubliclibrary.org/about_the_library/bolt/bolt.php

A. Call to Order: 6:02 p.m.

Present: Trustees Burton, Franklin(arrived 6:25PM), Kupfer and Moore.

Absent: Trustee Henry-Golphin.

Also Present: Donna Corbeil, Director of Library Services; Dennis Dang, Library Admin Manager; Eve Franklin, Administrative Secretary.

Armin Arethna, Children's Librarian; Alan Bern, Library Special Services Coordinator; Barbara Bent, Library Aide; Kay Finney, Librarian II; Joy Shiohita, Acting Youth Services Manager; Jenifer Shurson, Assoc. Human Resources Analyst; Cindy Woo, Library Specialist II.

David Snyder, Berkeley Public Library Foundation

B. Public Comments:

Linda Perkins – Spoke regarding proposed cuts to Youth Services.

Peter Warfield – Spoke regarding March 17 special meeting, local hire policy, union opinion on item 3F, the number of part-time employees and media/events list.

David Snyder – Expressed thanks for work begun at Claremont Branch and soon to be closed North Branch. Invited people to attend the joint ZAB/LPC meeting on April 14 and the City Council meeting on April 26.

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

Richard Barnard, Worksite Organizer, SEIU Local 1021 – Read a letter to the Trustees from the union regarding proposed budget cuts.

D. Report from Board of Library Trustees:

Trustee Burton – Encouraged people to attend the joint ZAB/LPC meeting on April 14 and the City Council meeting on April 26.

E. Approval of Agenda

Action: M/S/C (Franklin/Burton) to adopt Resolution# R11-023 to approve agenda as presented.

Vote: Ayes: Trustees Burton, Kupfer and Moore. Noes: none. Absent: Trustees Franklin and Henry-Golphin. Abstentions: none.

II. PRESENTATIONS

A. Presentation on Proposed FY2012 – FY2013 Biennial Budget and Proposed Budget Balancing Measures

From: Administrative Services Manager

Contact: Dennis Dang, Administrative Services Manager

Action: Presentation made and discussion held.

III. CONSENT CALENDAR

Action: M/S/C (Trustee Franklin/Trustee Burton) to adopt Resolution# R11-024 to adopt the Consent Calendar in one motion as presented.

Vote: Ayes: Trustees Burton, Franklin, Kupfer and Moore. Noes: none. Absent: Trustee Henry-Golphin Abstentions: none.

A. Approve minutes of March 9, 2011 Regular Meeting

From: Director of Library Services

Recommendation: Approve the minutes of the March 9, 2011 regular meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Donna Corbeil, Library Director

Action: Adopted Resolution# R11-025 to approve minutes as presented.

B. Approve minutes of March 17, 2011 Special Meeting

From: Director of Library Services

Recommendation: Approve the minutes of the March 17, 2011 special meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Donna Corbeil, Library Director

Action: Adopted Resolution# R11-026 to approve minutes as presented.

C. Accept and Appropriate Gift Funds for FY2011

From: Director of Library Services

Recommendation: Adopt a resolution to authorize the Director of Library Services to accept and appropriate to FY 2011 the gift of \$500 from the Friends of the Berkeley Public Library, the gift of \$100,000 from the Foundation and to accept the private party gift donation of \$200.

Financial Implications: see report.

Contact: Donna Corbeil, Library Director

Action: Adopted Resolution # R11-027.

D. Contract Amendment: Ricoh Business Solutions

From: Director of Library Services

Recommendation: Adopt a resolution authorizing the Director of Library Services to amend the value of contract no. 7605 with Ricoh Business Solutions for the provision of equipment leasing and maintenance services for public-use copiers at the Central Library and branch libraries by an incremental amount of \$15,000 for a total contract not-to-exceed amount of \$90,000.

Financial Implications: see report.

Contact: Donna Corbeil, Library Director

Action: Adopted Resolution # R11-028.

E. Circulation Policy

From: Deputy Director of Library Services

Recommendation: Adopt the resolution approving the Policy on Use of Library Collections by Library Staff for the Berkeley Public Library.

Financial Implications: none.

Contact: Doug Smith, Deputy Director of Library Services

Action: Adopted Resolution # R11-029.

F. Revision of Library Aide and Library Assistant Classifications to accurately reflect the scope of duties and creation of a new classification Library Page to address operational needs of the library.

From: Director of Library Services

Recommendation: Adopt a resolution approving and recommending to the Personnel Board that it revise the Library Aide and Library Assistant Classifications, which is a Service Employees International Union (SEIU), Local 1021, Community Services and PTRLA Association, to accurately reflect the scope of duties and to create a new classification of Library Page to meet library needs.

Financial Implications: none.

Contact: Donna Corbeil, Library Director

Action: Adopted Resolution # R11-030.

IV. TRUSTEE INTERVIEWS

- A. The Trustees interviewed 7 candidates.

V. ACTION CALENDAR

A. Contract: BHM Construction for Renovation and Construction of the North Branch Library

From: Director of Library Services

Recommendation: Adopt a resolution to recommend City Council adopt a resolution: 1) Approving plans and specifications for the Berkeley Public Library North Branch Improvement Project; 2) Accepting the bid of BHM; and 3) Authorizing the City Manager to execute a contract and any extensions or change orders until completion of the project in an amount not to exceed \$4,760,000.

Financial Implications: see report.

Contact: Donna Corbeil, Library Director

Action: M/S/C (Kupfer/Moore) to adopt Resolution # R11-031 to recommend City Council adopt a resolution:

1) Approving plans and specifications for the Berkeley Public Library North Branch Improvement Project; 2) Accepting the bid of BHM; and 3) Authorizing the City Manager to execute a contract and any extensions or change orders until completion of the project in an amount not to exceed \$4,760,000.

Vote: Ayes: Trustees Burton, Franklin, Kupfer and Moore. Noes: none. Absent: Trustee Henry-Golphin Abstentions: none.

B. Discussion and recommendation to City Council for trustee appointments effective May 14, 2011

From: Director of Library Services

Recommendation: Discussion of candidates interviewed, vote by the Board on which two to recommend, and direct staff to send names of recommended candidates to the City Council for appointment.

Financial Implications: none.

Contact: Donna Corbeil, Library Director

Action: M/S/C (Kupfer/Franklin) to adopt Resolution # R11-32 to recommend Jim Novosel and Julie Holcomb to the City Council for appointment.

Vote: Ayes: Trustees Burton, Franklin, Kupfer and Moore. Noes: none. Absent: Trustee Henry-Golphin Abstentions: none.

VI. INFORMATION REPORTS

A. Update on the Branch Bond Program

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

B. April 2011 Monthly Report from Library Director

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

C. Library events: Calendar of events and press releases for various Library programs are posted at <http://www.berkeleypubliclibrary.org>

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

VII. AGENDA BUILDING

The next meeting will be a Regular Meeting held at 6:30 PM on Wednesday, May 11, 2011 at the Central Branch Library, 2090 Kittredge Street, Berkeley.

- May 11, 2011 – Budget
- Future Date - Diversity

VIII. ADJOURNMENT

Adjourned at 9:10 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of April 13, 2011 as approved by the Board of Library Trustees

Donna Corbeil, Library Director, Secretary to BOLT

COMMUNICATIONS

None.

SUPPLEMENTAL COMMUNICATIONS AND REPORTS

None.