

MINUTES
BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES REGULAR MEETING
WEDNESDAY, July 13, 2011, 6:30 P.M.

SOUTH BRANCH LIBRARY – 1901 RUSSELL STREET

Board of Library Trustees:

Chair Darryl Moore
Vice Chair Winston Burton

Abigail Franklin
Julie Holcomb
Jim Novosel

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: 6:35 p.m.

Present: Trustees Burton, Franklin, Holcomb, Moore and Novosel.

Absent: None.

Also Present: Donna Corbeil, Director of Library Services; Douglas Smith; Deputy Director; Dennis Dang, Library Admin Manager; Suzanne Olawski, Neighborhood Services Manager; Shani Leonards, Supervising Librarian, Central Reference; Megan McArdle, Manager, Central Adult Services; Eve Franklin, Administrative Secretary.

David Snyder, Berkeley Public Library Foundation

B. Public Comments:

1. David Snyder, Executive Director of the Berkeley Public Library Foundation – Complemented Library staff on layout of Library Work Plan for FY 2012 & FY 2013. Hope to participate along with Friends of the Library in the Library Strategic Plan update.

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

D. Report from Board of Library Trustees:

1. Trustee Moore – Reported he had attended the ALA Annual Conference in New Orleans. It was an amazing conference, 30,000 librarians and staff from all over the country. Sessions were marvelous; there were sections on issues that affect trustees. There were sessions on budgets, e-books, vendor displays. Recommended that other Trustees attend future ALA conferences.
2. Trustee Franklin – Reported attending Summer Reading Program kickoff event at Central. It was fantastic. Staff was really enthusiastic, encouraging and inspiring.
3. Trustee Novosel – Reported he had a letter published in the Daily Planet in response to Todd Jersey's apology to the City Council.

II. PRESENTATIONS

A. Staff Report - Reference Department

From: Supervising Librarian
Contact: Shani Leonards

Action: Presentation made and discussion held. Handouts provided (attachment 1.)

B. Update on Public Art Opportunities for the New South Branch Library and the New West Branch Library

From: Library Director

Contact: Donna Corbeil

Action: Presentation made and discussion held (attachment 2.)

III. CONSENT CALENDAR

Consent Calendar item F pulled for discussion. Action Calendar, item B moved to Consent Calendar.

Action: M/S/C (Trustee Holcomb / Trustee Franklin to adopt Resolution# R11-046 to adopt the Consent Calendar items A, B, C, D, E and Action Item B in one motions except as indicated.

Vote: Ayes: Trustees Burton, Franklin, Holcomb, Moore and Novosel. Noes: None. Absent: None. Abstentions: None.

A. Approve minutes of June 8, 2011 Regular Meeting

From: Director of Library Services

Recommendation: Approve the minutes of the June 8, 2011 regular meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R11-047 to approve minutes as presented.

B. Approve minutes of June 13, 2011 Special Meeting

From: Director of Library Services

Recommendation: Approve the minutes of the June 13, 2011 special meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R11-048 to approve minutes as presented.

C. Library Records Retention Schedule

From: Director of Library Services

Recommendation: Adopt a resolution approving the amendment of the General Records Schedule items pertaining to the Library and approve sending these recommendations to the Office of the City Clerk for City Council consideration.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution # R11-049.

D. Bay-Friendly Landscaping Grant

From: Director of Library Services

Recommendation: Adopt a resolution accepting and appropriating Stopwaste.org managed Bay-Friendly grant funds for the North Branch Improvement Project in an amount not to exceed \$20,000.

Financial Implications: See report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution # R11-050.

E. Request City Council Delegate to the Board of Library Trustees the Authority to Accept any Gifts of Funds, Goods or Services Made to the Library

From: Director of Library Services

Recommendation: Adopt a resolution requesting the City Council of the City of Berkeley delegate to the Board the authority to accept any gifts of funds, goods, or services made to the Library up to \$200,000 that do not include unduly restrictive conditions on their use and all gifts from the Library Foundation constituting payments toward the Foundation's branch library capital campaign pledge; and revise the Library's Gift Policy to include the following: 1) The Library will disclose any gift of funds, goods, or services valued in excess of \$1,000 in aggregate in an annual informational report to be presented before the Council on a regular Meeting agenda; and 2) All gifts to the Library of funds, goods, or services valued in excess of \$1,000 in aggregate, which may be accepted for the purpose of carrying out or assisting any Library function, shall be disclosed and approved on the Agenda of a regular Meeting of the Board of Library Trustees.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution # R11-051.

F. Salary Increase for the Director of Library Services

From: Board of Library Trustees

Recommendation: Adopt a resolution approving a salary increase of 4% for the Director of Library Services effective July 13, 2011.

Financial Implications: see report.

Contact: Trustees Moore and Burton.

Action: Pulled for discussion. Adopted Resolution # R11-053.

Vote: Ayes: Trustees Holcomb, Moore and Novosel. Noes: Trustees Burton & Franklin.

Absent: None. Abstentions: None.

IV. ACTION CALENDAR

A. Library Work Plan FY 2012 & 2013

From: Director of Library Services

Recommendation: Adopt a resolution approving the Library's work plan for FY 2012 and 2013.

Financial Implications: none.

Contact: Donna Corbeil, Director of Library Services.

Action: Discussion and Adopted Resolution # R11-054.

Vote: Ayes: Trustees Holcomb, Moore and Novosel. Noes: Trustees Burton & Franklin.
Absent: None. Abstentions: None.

B. Revision of Tool Lending Library Rules and Regulations

From: Director of Library Services

Recommendation: Adopt a resolution revising the Tool Lending Library Rules and Regulations to extend borrowing privileges to all Library employees.

Financial Implications: none.

Contact: Donna Corbeil.

Action: Moved to Consent Calendar. Adopted Resolution # R11-052.

Vote: Ayes: Trustees Burton, Franklin, Holcomb, Moore and Novosel. Noes: None. Absent: None. Abstentions: None.

V. INFORMATION REPORTS

A. Library Work Plan FY 2012 & 2013

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

B. Update on the Branch Bond Program

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

C. June 2011 Monthly Report from Library Director

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

D. Library events

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: None.

VI. AGENDA BUILDING

The next meeting will be a Regular Meeting held at 6:30 PM on Wednesday, September 14, 2011 at the South Branch Library, 1901 Russell Street, Berkeley.

- Renaming South and West Branches
- Budget Update

VII. ADJOURNMENT

Adjourned at 8:38 p.m.

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

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Donna Corbeil, Director of Library Services, acting as secretary to BOLT

COMMUNICATIONS

None.

SUPPLEMENTAL COMMUNICATIONS AND REPORTS

None.