

MINUTES
BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES REGULAR MEETING
Wednesday, May 9, 2012, 6:30 P.M.

NORTH BRANCH LIBRARY – 1170 THE ALAMEDA

Board of Library Trustees:

Chair Winston Burton	Darryl Moore
Vice Chair 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: 6:30 p.m.

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

Absent: Trustee Moore.

Also Present: Donna Corbeil, Director of Library Services; Douglas Smith, Deputy Director; Jenifer Shurson, HR Analyst; Gisela Gonzalez, Accounting Office Specialist Supervisor; Eve Franklin, Administrative Secretary.

B. Public Comments: None.

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

D. Report from Board of Library Trustees:

1. Trustee Novosel – We had a great celebration on Saturday for Claremont. I was really impressed with the lighting and materials. Congratulations. It was fun to see. What a great addition.
2. Trustee Franklin – I thought it was moving, I thought it was just beautiful. Exciting and Beautiful Day. Just to see the culminations of a team effort, I felt lucky to be just a small part of it.
3. Trustee Holcomb – It was a great time and great turnout. Fabulous library.
4. Trustee Burton – Sorry I missed the beginning. I really enjoyed what I saw.

II. PRESENTATION

A. Kitchell CEM Quarterly Update – Steve Dewan provided an update on the Branch Improvement Project (Attachment #1)

Trustee Burton reported Delfina Geiken will be reviewing the Community Workforce Agreement at the May 15 City Council Meeting

B. Preparation of Biennial Library Budget FY13 – Director Corbeil reviewed the report.

Trustee Holcomb – The \$500,000 reserve is for emergency or disasters, what about reserves for anticipated facilities replacement? *Director Corbeil – We did increase the budget for that, we’re proposing increasing building improvement renovations to \$200,000.*

Trustee Holcomb – That would include things like replacing solar panels, boilers or roofs? All those things should have a schedule of replacement. *Director Corbeil - We are going to work on that. Dennis Dang is talking about that with maintenance staff, that is on their list of things to do in the coming year. The Central Library renovation was ten years ago, so it’s a time when things are starting to need replacement. This Building Improvement/Renovation amount of \$200,000 will help us with the things at Central.*

Trustee Franklin – What will happen to the *BranchVan* when the Branch Library Improvement Project is completed? *Director Corbeil – We’ll need to discuss and decide at a later meeting. The staff who operate the BranchVan will go back to work at their Branches.*

Trustee Novosel – If we set aside a reserve of \$500,000, where would the money be kept? *Director Corbeil – It would be a line item in the City of Berkeley’s Library Tax budget. The money is dedicated for library use.*

Director Corbeil – We’ll bring the tax rate, FY13, Bond Money and update on FF&E money from the Foundation to the June 13, 2012 BOLT meeting.

Trustee Novosel – How many employees are part time? *Jenifer Shurson – 15 hours employees aren’t reflected in career staff headcount shown in Attachment 10. That takes our head count up to around 158.*

III. CONSENT CALENDAR

Action: M/S/C (Trustee Franklin / Trustee Holcomb to adopt Resolution# R12-024 to adopt the Consent Calendar as presented.

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

A. Approve minutes of April 4, 2012 Regular Meeting

From: Director of Library Services

Recommendation: Approve the minutes of the April 4, 2012 regular meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-025 to approve minutes as presented.

B. Approve minutes of April 23, 2012 Special Meeting

From: Director of Library Services

Recommendation: Approve the minutes of the April 23, 2012 special meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-026 to approve minutes as presented.

C. Contract Amendment: One Workplace L. Ferrari, LLC

From: Director of Library Services

Recommendation: Adopt a resolution authorizing the Director of Library Services to amend the value of Contract No. 8831 with One Workplace L. Ferrari, LLC for the procurement of furniture and associated delivery, temporary storage, and installation services for the Measure FF renovated Claremont Branch and North Branch libraries by an incremental amount of \$7,000 for a total contract not-to-exceed amount of \$302,620.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-027.

D. Innovative Interfaces, Inc. - Renew Contract for Hardware and Software Maintenance Services

From: Information Systems Manager

Recommendation: Adopt a resolution to authorize the Director of Library Services to renew the existing agreement with Innovative Interfaces, Inc. for the provision of hardware and software maintenance services for the Library's circulation system for the period of July 1, 2012 through June 30, 2013 in a not to exceed amount of \$125,000 for a total contract amount not to exceed \$550,000 for fiscal years 2011-2013.

Financial Implications: None.

Contact: Alicia Abramson, Information Systems Manager

Action: Adopted Resolution# R12-028.

IV. INFORMATION REPORTS

A. Update on the Branch Bond Program

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

B. May 2012 Monthly Report from Library Director

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

C. Library events

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: None.

V. AGENDA BUILDING

The next meeting will be a Regular Meeting held at 6:30 PM on Wednesday, June 13, 2012 at the North Branch Library, 1170 The Alameda, Berkeley.

- Biennial Budget

VI. ADJOURNMENT

Adjourned at 7:15 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of May 9, 2012 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.