

MINUTES
BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES REGULAR MEETING
Wednesday, June 13, 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: 6:35 p.m.

Present: Trustees Burton, Holcomb, Moore and Novosel.

Absent: Trustee Franklin.

Also Present: Donna Corbeil, Director of Library Services; Douglas Smith, Deputy Director; Dennis Dang, Administrative Services Manager; 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 – Appreciate that Trustees don't get fines for overdue books.
2. Trustee Holcomb – Excited to be attending the ALA Annual Conference next week.

II. CONSENT CALENDAR

Action: M/S/C (Trustee Moore / Trustee Holcomb to adopt Resolution# R12-029 to adopt the Consent Calendar as presented.

Vote: Ayes: Trustees Burton, Holcomb, Moore and Novosel. Noes: None. Absent: Trustee Franklin. Abstentions: Trustee Moore abstained from approving Item A.

A. Approve minutes of May 9, 2012 Regular Meeting

From: Director of Library Services

Recommendation: Approve the minutes of the May 9, 2012 regular meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-030 to approve minutes as presented.

B. Contract No. 8061 Amendment: Field Paoli Architects

From: Director of Library Services

Recommendation: Adopt a resolution recommending to the City Council that the City Manager be authorized to amend Contract No. 8061 with Field Paoli Architects to provide additional services on the South Branch Improvement Project in an amount of \$30,000 for a total revised contact not-to-exceed amount to \$893,500.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-031.

C. Contract No. 7561 Amendment: Kitchell CEM, Inc.

From: Director of Library Services

Recommendation: Adopt a resolution recommending City Council amend the existing Contract No. 7961 with Kitchell CEM, Inc. by increasing expenditure authority in the amount of \$175,000 for a revised total contract amount not to exceed \$1,373,580 for the provision of construction / project management services and LEED commissioning agent services for the branch library bond program.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-032.

D. Acceptance of gift funds from the Berkeley Public Library Foundation in the amount of \$100,000

From: Director of Library Services

Recommendation: Adopt a resolution authorizing the acceptance and allocation of gift funds from the Berkeley Public Library Foundation constituting payment toward the Foundation's branch library capital campaign pledge.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-033.

E. Contract No. 8158 Amendment: Gould Evans / Baum Thornley Architects

From: Director of Library Services

Recommendation: Adopt a resolution recommending to the City Council that the City Manager be authorized to amend Contract No. 8158 with Gould Evans / Baum Thornley architects to provide additional services on the Claremont Branch Improvement Project in an amount of \$15,000 for a total revised contract not-to-exceed amount to \$637,132.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-034.

F. Contract No. 8169 Amendment: Universal Protective Services

From: Circulation Services Manager

Recommendation: Adopt a resolution authorizing the Director of Library Services to amend Contract No. 8169 with Universal Protection Service for the provision of security services at the

Central Library to include two single period options up to June 30, 2014 in a total amount not to exceed \$650,000.

Financial Implications: see report.

Contact: Jay Dickinson, Circulation Services Manager

Action: Adopted Resolution# R12-035.

G. Correct Resolution No. 12-023 West Bay Builders Inc. Inc. for Construction of the West Branch Library

From: Director of Library Services

Recommendation: Adopt a Resolution accepting the corrected resolution indicating a contract total amount not to exceed \$5,985,000.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-036.

H. FY 2013 Library Tax Rate

From: Director of Library Services

Recommendation: Adopt a resolution to recommend that the Berkeley City Council set the FY 2013 tax rate for the Library Services Tax at \$0.1718 (17.18 cents) per square foot for dwelling units and \$0.2597 (28.97 cents) per square foot for industrial, commercial, and institutional buildings, based on the per capita personal income growth factor of 3.77% for the state of California.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-037.

III. ACTION CALENDAR REPORTS

A. Library Work Plan for FY13

Copy of Work Plan (Attachment 1) provided.

Trustee Burton – Does the Library have any involvement with the Teen Center on Center Street?
Deputy Director Smith – Yes, Library Staff are involved with the Teen Center.

Trustee Novosel – I've never seen a lot of teens. *Deputy Director Smith – It's very crowded weekday afternoons.*

From: Director of Library Services

Recommendation: Adopt a resolution to approve the Library's work plan for FY 2013.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-038.

Action: M/S/C (Trustee Holcomb / Trustee Novosel to adopt Resolution# R12-038 to approve the Library's work plan for FY 2013 as presented.

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

B. Library Biennial Budget for FY13

Trustee Burton – Is the \$88,327 from the Friends in line with amount given in the past? *Director Corbeil – Yes, they usually give to the Library in two payments. The Friends have also given a donation to the Measure FF project.*

From: Administrative Services Manager

Recommendation: Adopt a resolution to approve the biennial revenue budget for FY 2013 of \$16,923,765 and the proposed biennial expenditure budget for FY 2013 of \$19,207,900 as presented, and accept with great appreciation the FY 2013 grant award from the Friends of the Berkeley Public Library in the amount of \$88,327

Financial implications: see report.

Contact: Dennis Dang, Administrative Services Manager

Action: M/S/C (Trustee Moore / Trustee Novosel to adopt Resolution# R12-039 to approve the biennial budget as presented.

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

C. Branch Bond Program, FY 2013 Measure FF Fund (308) Budget

Revised Program Budget (Attachment #2) provided.

From: Director of Library Services

Recommendation: Adopt a resolution to approve a revised program budget and schedule for the Measure FF Branch Libraries Improvement Program for fiscal years 2012 and 2013.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: M/S/C (Trustee Moore / Trustee Holcomb to adopt Resolution# R12-040 to approve a revised program budget and schedule for the Measure FF Branch Libraries Improvement Program as presented.

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

IV. INFORMATION REPORTS

A. June 2012 Monthly Report from Library Director

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

B. 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, July 11, 2012 at the North Branch Library, 1170 The Alameda, Berkeley.

- Strategic Plan Update
- Annual Report to City Council on Gifts Received
- Annual Report to City Council on Measure FF Public Art
- Library Policies

VI. ADJOURNMENT

Adjourned at 7:38 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of June 13, 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:

1. Hilda Steckel – lack of an art magazine at North Branch
2. Jesse Lane – Community Meeting Room at Central

SUPPLEMENTAL COMMUNICATIONS AND REPORTS:

1. Library Work Plan (III Action Calendar, Item A, Attachment 2)
2. Revised Program Budget (III Action Calendar, Item C, Attachment 2)