

**MINUTES**  
**BERKELEY PUBLIC LIBRARY**  
**BOARD OF LIBRARY TRUSTEES REGULAR MEETING**  
**Wednesday, March 13, 2013, 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](http://www.berkeleypubliclibrary.org/about_the_library/bolt/bolt.php)*

**A. Call to Order: 6:38 P.M.**

Present: Trustees Burton, Franklin, Holcomb and Novosel.

Absent: Trustee Moore.

Also Present: Donna Corbeil, Director of Library Services; Douglas Smith, Deputy Director; Dennis Dang, Administrative and Financial Services Manager; Eve Franklin, Administrative Secretary.

Trustee Franklin asked to revise the agenda as follows: Move Consent Calendar item H to Action Calendar and make it the first item following Preliminary Matters. Move Kitchell CEM Quarterly Update before Library Budget FY14/15 Workshop

**B. Public Comments:**

1. Armin Arethna – Claremont Branch employee spoke on branch library hour discussion.
2. Karin Soe-Lai – Claremont Branch employee spoke on branch library hour discussion.
3. Dawn Swanson – intermittent, resident, former librarian at Claremont branch library spoke on branch library hour discussion.
4. Steve Douglas – employee, lead maintenance person, resident, spoke on branch library hour discussion and ongoing facility issues.

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

1. Diane Hayes, President of the Community Services local chapter of SEIU 1021 spoke on branch library hour's discussion
2. Andrea Mullarkey, Employee and Shop Steward at library spoke on branch library hour's discussion and possible changes to other staff assignments.

**D. Report from Board of Library Trustees:**

1. Trustee Franklin – reported that Jenifer Shurson, HR Analyst has provided a template for doing the Directors performance evaluation.
2. Trustee Novosel – reported on the February 25 article about the library on the Berkeleyside website.

## II. ACTION CALENDAR

Consent Calendar item H was moved to Action Calendar item A

### A. Gratitude to Berkeley Public Library Foundation on Successful Completion of its Capital Campaign

From: Director of Library Services

Recommendation: BOLT expresses its deep gratitude and congratulations to the Berkeley Public Library Foundation on the successful completion of its capital campaign.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: M/S/C (Trustee Franklin / Trustee Holcomb to adopt Resolution# R13-020.

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

Abstentions: None.

## III. PRESENTATIONS CALENDAR

### A. Kitchell CEM Quarterly Update

Steve Dewan provided an update on the Branch Library Improvement Project (Attachment 1). Board Discussion followed.

## IV. WORKSHOP

### A. Library Budget FY14/15 Workshop

1. Presentation by Dennis Dang, Administrative and Financial Services Manager (Attachment 2)
2. Public Comment
  - i. Dawn Swanson – We should wait to expand hours, see how things shake out.
3. Followed by Board Discussion.

## V. CONSENT CALENDAR

Action: M/S/C (Trustee Holcomb / Trustee Novosel to adopt Resolution# R13-012 to adopt the Consent Calendar as presented.

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

Abstentions: Trustee Franklin abstained from item A.

### A. Approve minutes of January 29, 2013 Special Closed Session Joint Session Meeting with City Council

From: Director of Library Services

Recommendation: Approve the minutes of the January 29, 2013 special closed session joint session meeting with City Council.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R13-013 to approve minutes as amended.

### B. Approve minutes of February 13, 2013 Regular Meeting

From: Director of Library Services

Recommendation: Approve the minutes of the March 13, 2013 regular meeting.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services  
Action: Adopted Resolution# R13-014 to approve minutes as amended.

**C. Library Fine and Fee Schedule 2013**

From: Director of Library Services

Recommendation: Adopt the resolution approving the Library Fine and Fee Schedule for 2013 and approve the Director of Library Services' submission of the fee schedule to the City of Berkeley, Budget Office, for inclusion in the City of Berkeley's Master Fee Schedule.

Financial Implications: See report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R13-015.

**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 Claremont Branch Improvement Project in an amount not to exceed \$15,000.

Financial Implications: See report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R13-016.

**E. Accept LSTA Grant funds**

From: Director of Library Services

Recommendation: Adopt a resolution accepting and appropriating the LSTA Literacy Initiatives - Literacy Material Funds Reimbursement Program in the amount of \$4,500 for FY13.

Financial Implications: See report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R13-017.

**F. Accept and Appropriate Chancellor's Community Partnership Grant Funds for a Library Environmental Sustainability Study in an Amount not to Exceed \$30,000 In FY 2013/14 and FY14/15.**

From: Director of Library Services

Recommendation: Adopt a resolution authorizing the Director of Library Services to apply for, accept and appropriate to FY 2013/14 a UC Berkeley Chancellor's Community Partnership Fund Grant for the "CAL Berkeley Library Environmental Sustainability Team" project in an amount not to exceed \$30,000.

Financial Implications: See report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R13-018.

**G. Contract No. 8657 Amendment: Avidex**

From: Library Information Systems Administrator

Recommendation: Adopt a resolution authorizing the Director of Library Services to amend Contract No. 8657 with Avidex Industries, LLC in an incremental amount of \$19,911.00 for a total revised contract value not-to-exceed \$85,000.00; and to amend the Contract's date of expiration to September 30, 2015 from December 31, 2012.

Financial Implications: See report.

Contact: Alicia Abramson, Library Information Systems Administrator

Action: Adopted Resolution# R13-019.

**H. Gratitude to Berkeley Public Library Foundation on Successful Completion of its Capital Campaign**

Item H moved to Action Calendar.

## **VI. INFORMATION REPORTS**

### **A. March 2013 Monthly Branch Improvement Project Report from Library Director**

From: Director of Library Services  
Contact: Donna Corbeil, Library Director  
Action: Received.

### **B. March 2013 Monthly Report from Library Director**

From: Director of Library Services  
Contact: Donna Corbeil, Library Director  
Action: Received.

### **C. Citywide Community Emergency Exercise on April 27, 2013**

From: Director of Library Services  
Contact: Abigail Franklin, Vice Chair, Board of Library Trustees  
Action: Discussion.

### **D. Library events**

From: Director of Library Services  
Contact: Donna Corbeil, Library Director  
Action: None.

## **VII. AGENDA BUILDING**

The next meeting will be a Regular Meeting held at 6:30 PM on Wednesday, April 10, 2013 at the North Branch Library, 1170 The Alameda, Berkeley.

- Budget

## **VIII. ADJOURNMENT**

Adjourned at 8:36 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of March 13, 2013 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:**

1. Library Budget FY14/15 Presentation
2. Kitchell CEM Quarterly Update Presentation