

MINUTES
BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES SPECIAL MEETING
Wednesday, May 20, 2014, 5:30 P.M.

SOUTH BRANCH LIBRARY – 1901 RUSSELL STREET

Board of Library Trustees:

Chair Abigail Franklin	Winston Burton
Vice Chair Julie Holcomb	Darryl Moore
	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/board-library-trustees>

A. Call to Order: 5:32 P.M.

Present: Trustees Burton, Franklin, Holcomb and Moore.

Jim Novosel arrived at 5:36

Absent: None.

Also Present: Donna Corbeil, Director of Library Services; Suzanne Olawski, Deputy Director; Dennis Dang, Administrative and Fiscal Services Manager; Sarah Dentan, Neighborhood and Children's Services Manager; Jenifer Shurson; Assoc. Human Resources Analyst; Eve Franklin, Administrative Secretary.

Kirsten Cowan, Executive Director of the Berkeley Public Library Foundation

B. Public Comments: None.

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

1. Andrea Mullarkey – spoke regarding the upcoming Director of Library Services recruitment process, staff morale/communications and asked to place staff morale/communication on a future BOLT agenda.

D. Report from Board of Library Trustees:

1. Trustee Moore- excited about attending the upcoming ALA conference. Asked if the City of Berkeley minimum wage increase would affect the library.

II. Presentations

A. Branch Out Program and Events

Suzanne Olawski, Deputy Director and Kirsten Cowan, Executive Director of the Berkeley Public Library Foundation provided a presentation (Attachment 1).

Trustee Moore – consider advertising in minority publications

III. CONSENT CALENDAR

M/S/C Trustee Moore / Trustee Burton to adopt Resolution # R14-024 approving the Consent Calendar as presented.

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

A. Approve minutes of March 19, 2014 Regular Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the April 9, 2014 Regular Meeting as presented.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution # R14-025.

B. FY 2015 Library Tax Rate

From: Director of Library Services

Recommendation: Adopt a resolution to recommend that the Berkeley City Council set the FY 2015 tax rate for the Library Services Tax at **\$0.1856 (18.56 cents)** per square foot for dwelling units and **\$0.2806 (28.06 cents)** per square foot for industrial, commercial, and institutional buildings, **based on the April 2014 San Francisco Bay Area Consumer Price Index of 2.7874%**.

Financial Implications: see report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution # R14-026.

C. Grant: Califa Group, BOOKS4U, in an Amount not to Exceed \$7,000 in Fiscal Years 2014/15.

From: Children's and Neighborhood Services Manager

Recommendation: Adopt a resolution authorizing the Director of Library Services to apply for, and if awarded, accept and receive, a Califa Group Grant for the purchase of materials in two subject areas: a print materials grant to support the ordering of books from selected vendors that support Common Core homework assignments, valued in an amount not to exceed \$5,000; and print materials to boost the popular print fiction collections in an amount not to exceed \$2,000, for a total grant of \$7,000 in fiscal years 2014/15.

Financial Implications: see report.

Contact: Sarah Dentan, Children's and Neighborhood Services Manager

Action: Adopted Resolution # R14-027.

D. Donor Recognition: Nello and Mary Jo Pace Trust Gift

From: Director of Library Services

Recommendation: Adopt a Resolution approving activities directly related to acknowledgement of the Pace Trust gift, including the installation of a plaque at the branch commemorating the donation and scheduling of a special event open to the public, to be held at the North Branch Library.

Financial Implications: none.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution # R14-028.

E. Measure FF, Bond Program Budget

From: Director of Library Services
Recommendation: Adopt a resolution accepting the Measure FF Neighborhood Branch Library Improvement Program Budget for fiscal year 2015.
Financial Implications: none.
Contact: Donna Corbeil, Director of Library Services
Action: Adopted Resolution # R14-029.

IV. ACTION CALENDAR

A. Biennial Budget Update FY 2015 – All Library Funds

From: Administrative Services Manager
Recommendation: Adopt a resolution to approve the Biennial Budget update for FY 2015 for revenues of \$16,861,314 and expenditures of \$19,120,989
Contact: Dennis Dang, Administrative Services Manager
Action: M/S/C Trustee Moore / Trustee Novosel to adopt Resolution # R14-030 approving the Biennial Budget update for FY 2015 as presented.
Vote: Ayes: Trustees Burton, Franklin, Holcomb, Moore and Novosel. Noes: None. Absent: None.
Abstentions: None.

B. Director Recruitment

Jenifer Shurson, Assoc. Human Resources Analyst outlined the recruitment process. Board discussion followed.

From: Assoc. Human Resources Analyst
Recommendation: Adopt a resolution approving the process for recruitment and selection of a new Director of Library Services upon the retirement of the current incumbent; and approve the formation of a two-member subcommittee to work with city staff on the process and to periodically report to the board.
Contact: Jenifer Shurson, Assoc. Human Resources Analyst
Action: M/S/C Trustee Holcomb / Trustee Winston to adopt Resolution # R14-031 the process for recruitment and selection of a new Director of Library Services upon the retirement of the current incumbent; and approve the formation of a two-member subcommittee (Trustees Holcomb & Franklin) to work with city staff on the process and to periodically report to the board.
Vote: Ayes: Trustees Burton, Franklin, Holcomb, Moore and Novosel. Noes: None. Absent: None.
Abstentions: None.

V. INFORMATION REPORTS

A. May 2014 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.

Trustee Moore left at 7:03 pm.

VI. AGENDA BUILDING

The next meeting will be a Regular Meeting held at 6:00 PM on Wednesday, June 11 2014 at the South Branch Library, 1901 Russell Street, Berkeley.

Future agenda items:

- Recruitment update
- Friends library grant
- Staff – internal communication

VII. ADJOURNMENT

Adjourned at 7:03 P.M.

COMMUNICATIONS: none

SUPPLEMENTAL COMMUNICATIONS AND REPORTS:

1. Branch Out Program and Events presentation