



**MINUTES**  
**Berkeley Public Library - Board of Library Trustees Regular Meeting**  
**Wednesday, October 4, 2023 6:30 PM**

Board of Library Trustees:  
Amy Roth, President                      Beverly Greene  
Sophie Hahn, Vice President            John Selawsky

**I. PRELIMINARY MATTERS**

A copy of the agenda packet can be found at <http://www.berkeleypubliclibrary.org/about/board-library-trustees>

- A. Call to order:** 6:33pm.  
**Present:** Trustees Greene, Hahn, Roth and Selawsky.  
**Absent:** None.  
**Also Present:** Tess Mayer; Director of Library Services; Henry Bankhead, Deputy Director; Elaine Tai, Supervising Librarian, Children's Services; My Chan, Sr. Human Resources Analyst; Eve Franklin, Administrative Secretary.
- A. Public Comments:** 0 speaker
- B. Comments from Library Unions:**
1. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 0 speakers
  2. SEIU, LOCAL 1021 (Maintenance and Clerical Units) – 0 speakers
  3. Public Employees Union, LOCAL 1 – 0 speakers
- C. Comments from Board of Library Trustees – none.**

*IV. Information Reports, Item A, Oral Staff Report – Lunch at the Library & Summer Reading Wrap-up was moved to before the Consent Calendar.*

**II. CONSENT CALENDAR**

**Action:** M/S/C Trustee Selawsky / Trustee Hahn to adopt resolution #R23-038 to approve the consent calendar with corrections to the Minutes.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**A. Approve Minutes of the September 6, 2023 Regular Meeting**

**From:** Director of Library Services

**Recommendation:** Adopt a resolution to approve the minutes of the September 6, 2023 Regular Meeting of the Board of Library Trustees as presented.

**Financial Implications:** None

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Selawsky / Trustee Hahn to adopt resolution #R23-039 to approve the minutes of September 6, 2023 with corrections.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**B. Approve Minutes of the September 21, 2023 Special Meeting**

**From:** Director of Library Services

**Recommendation:** Adopt a resolution to approve the minutes of the September 21, 2023 Special Meeting of the Board of Library Trustees as presented.

**Financial Implications:** None

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Selawsky / Trustee Hahn to adopt resolution #R23-040 to approve the

minutes of September 21, 2023 as presented.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**C. FY22 Annual Gift Report to City Council**

**From:** Admin and Fiscal Services Manager

**Recommendation:** Adopt a resolution to approve annual reporting to the City Council of gifts received in FY 2022 as mandated by CC Resolution No. 65,444-N.S.

**Financial Implications:** see report

**Contact:** Nneka Gallaread, Admin and Fiscal Services Manager

**Action:** M/S/C Trustee Selawsky / Trustee Hahn to Adopt a resolution #R23-041 to approve annual reporting to the City Council of gifts received in FY 2022 as mandated by CC Resolution No. 65,444-N.S.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**D. FY23 Annual Gift Report to City Council**

**From:** Admin and Fiscal Services Manager

**Recommendation:** Adopt a resolution to approve annual reporting to the City Council of gifts received in FY 2023 as mandated by CC Resolution No. 65,444-N.S.

**Financial Implications:** see report

**Contact:** Nneka Gallaread, Admin and Fiscal Services Manager

**Action:** M/S/C Trustee Selawsky / Trustee Hahn to Adopt a resolution #R23-042 to approve annual reporting to the City Council of gifts received in FY 2023 as mandated by CC Resolution No. 65,444-N.S.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**E. 2024 Berkeley Public Library Holiday & Early Closing Schedule**

**From:** Library Director

**Recommendation:** Adopt the resolution approving the 2024 Berkeley Public Library Holiday & Early Closing Schedule.

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Selawsky / Trustee Hahn to Adopt a resolution #R23-043 to approve the 2024 Berkeley Public Library Holiday & Early Closing Schedule.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**F. Authorization to Open the Central Library and all Branches One Hour Late to Allow Adequate Time for All-Staff Meetings**

**From:** Library Director

**Recommendation:** Adopt a resolution to open the Central Library and all Branch Libraries one hour later on March 29, May 31, and August 30, 2024 to allow adequate time for the all-staff meeting.

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Selawsky / Trustee Hahn to Adopt a resolution #R23-044 to open the Central Library and all Branch Libraries one hour later on March 29, May 31, and August 30, 2024 to allow adequate time for the all-staff meeting.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**G. 2024 Regular Meeting Schedule for the Board of Library Trustees**

**From:** Library Director

**Recommendation:** Adopt a resolution approving dates, times and locations for the 2024 regular meeting schedule for the Board of Library Trustees.

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Selawsky / Trustee Hahn to Adopt a resolution #R23-045 approving dates, times and locations for the 2024 regular meeting schedule for the Board of Library Trustees.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**H. Contract Amendment: Contract No. 32000176 with Universal Protection Service, LP. Dba: Allied Universal Security Services**

**From:** Deputy Director

**Recommendation:** Adopt a resolution to amend Contract No. 32000176 with Universal Protection Service, LP. Dba: Allied Universal Security Services for the provision of security services at the Central Library and on request at any Library branch facility for a not-to-exceed amount of \$1,450,000 for 12-months, commencing on or about July 31, 2023 through to July 31, 2024.

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Selawsky / Trustee Hahn to Adopt a resolution #R23-046 to amend Contract No. 32000176 with Universal Protection Service, LP. Dba: Allied Universal Security Services for the provision of security services at the Central Library and on request at any Library branch facility for a not-to-exceed amount of \$1,450,000 for 12-months, commencing on or about July 31, 2023 through to July 31, 2024.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**III. ACTION CALENDAR**

**A. Recommendation to City Council on appointment of Trustee to serve a four-year term commencing November 8 to fill vacancy left by the ending of Trustee Davenport's second term**

**From:** Director of Library Services

**Recommendation:** Trustees will discuss candidates interviewed on September 21, and adopt a resolution naming the recommended candidate to the City Council for appointment. There will be discussion of candidates interviewed, a vote by the Board on recommendation to City Council, and direction to staff to send name of recommended candidate to City Council for appointment.

**Contact:** Tess Mayer, Director of Library Services

**Action:** Trustee Selawsky nominated Riyaz Fazal. Trustee Hahn nominated Kristina Sepetys. Trustee Green abstained from nominating a candidate. Trustee Roth nominated Tanir Ami.

The nominees were selected in a randomized order to be voted upon.

1. Kristina Sepetys
2. Riyaz Fazal
3. Tanir Ami

**Votes:**

Kristina Sepetys: Ayes: Trustee Hahn. Noes: None. Absent: None. Abstentions: Trustees Greene, Roth and Selawsky.

Riyaz Fazal: Ayes: Trustee Selawsky. Noes: None. Absent: None. Abstentions: Trustees Greene, Hahn and Roth.

Tanir Ami: Ayes: Trustee Roth. Noes: None. Absent: None. Abstentions: Trustees Greene, Hahn and Selawsky.

**Action:** Trustee Selawsky nominated Tanir Ami. Trustee Roth nominated Tanir Ami. Trustee Hahn abstained from nominating a candidate. Trustee Greene abstained from nominating a candidate.

**Vote:** Ayes: Trustees Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: Trustee Greene.

**IV. Nominations for the Selection of Board President and Vice-President**

**From:** Tess Mayer, Director of Library Services

**Recommendation:** Each year the Board of Library Trustees elects Officers for a one-year term. Following discussion, the Board will nominate Trustees to sit as President and Vice-President, for the term commencing November 2, 2023, for a one-year term.

**Contact:** Tess Mayer, Director of Library Services

**Action:** Trustee Selawsky nominated Amy Roth for President. Trustee Roth nominated Sophie Hahn for Vice President

**B. Election of President**

**From:** Director of Library Services

**Recommendation:** Following discussion, the Board will nominate a Trustee to sit as President, for the term commencing November 2, 2023, for a one-year term.

**Contact:** Tess Mayer, Director of Library Services

**Action:** Adopt a resolution #R23-048 to elect Trustee Roth sit as President, for the term commencing November 2, 2023, for a one-year term.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**C. Election of Vice-President**

**From:** Director of Library Services

**Recommendation:** Following discussion, the Board will nominate a Trustee to sit as Vice-President, for the term commencing November 2, 2023, for a one-year term.

**Contact:** Tess Mayer, Director of Library Services

**Action:** Adopt a resolution #R23-049 to elect Trustee Hahn sit as Vice-President, for the term commencing November 2, 2023, for a one-year term.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

**V. INFORMATION CALENDAR**

**A. Oral Staff Report – Lunch at the Library & Summer Reading Wrap-up**

**From:** Elaine Tai, Supervising Librarian Children’s Services

**Action:** Received

**B. Monthly Library Director’s Report – Tess Mayer, Director of Library Services**

**From:** Tess Mayer, Director of Library Services

**Action:** Received

**VI. AGENDA BUILDING**

The next regular meeting will be held November 1, 2023.

- Budget/Finance Report
- Bylaws Update
- Childcare/Dependent Care Stipend for Staff or Trustees for attending evening meetings.

**VII. ADJOURNMENT**

Trustee Hahn/ Trustee Selawsky to adjourn the meeting.

**Vote:** Ayes: Trustees Greene, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.

Adjourned at 8:18 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of October 4, 2023 as approved by the Board of Library Trustees.

//s// \_\_\_\_\_

Tess Mayer, Director of Library Services, acting as secretary to BOLT

Attachments:

1. Lunch at the Library & Summer Reading Wrap-up Presentation