



BERKELEY PUBLIC LIBRARY BOARD OF LIBRARY TRUSTEES

REGULAR MEETING
DECEMBER 8, 2010

AGENDA
6:30 PM

SOUTH BRANCH
1901 RUSSELL STREET

The Board of Library Trustees may act on any item on this agenda.

I. PRELIMINARY MATTERS

- A. **Call to Order**
- B. **Public Comments (6:30 – 7:00 PM)**
(Proposed 30-minute time limit, with speakers allowed 3 minutes each)
- C. **Report from library employees and unions, discussion of staff issues**
Comments / responses to reports and issues addressed in packet.
- D. **Report from Board of Library Trustees**

II. CONSENT CALENDAR

The Board will consider removal and addition of items to the Consent Calendar prior to voting on the Consent Calendar. All items remaining on the Consent Calendar will be approved in one motion.

- A. **Approve minutes of November 10, 2010 Regular Meeting**
Recommendation: Approve the minutes of the November 10, 2010 regular meeting of the Board of Library Trustees.
- B. **2011 Annual Authors Dinner event**
Recommendation: Adopt the resolution approving the arrangements in preparation for the ninth annual Authors Dinner to be held on Saturday, February 12, 2011 at the Central Library.
- C. **Measure FF bond proceeds and other miscellaneous appropriations to the FY 11 revised budget**
Recommendation: Adopt a resolution to appropriate into the FY11 Revised Budget \$16,000,000 of bond proceeds for Measure FF program expenditures and other miscellaneous appropriations as specified herein, including the acceptance of gift funds.

III. ACTION CALENDAR

- A. **Confirmation and Direction on the Annual Personnel Evaluation for the Director of Library Services**
Recommendation: Adopt the resolution approving a process and scheduling a date for a Closed Session discussion of the Director of Library Services' annual personnel evaluation.
- B. **Authorization to Sign Downtown PBID Petition and Ballot on Behalf of the Library**
Recommendation: Adopt a Resolution authorizing the City Manager to approve and sign the "Preliminary Petition to Form the Downtown Berkeley Property-Based Business Improvement District" document on behalf of the Library, located in the proposed Downtown PBID area; and in the event the petition is successful in triggering a ballot process to establish a Downtown PBID, authorizing the City Manager to vote YES on any ballots on behalf of the Library.

IV. DISCUSSION CALENDAR

- A. **Biennial Budget Development – FY12 & FY13**
Discussion of the development of the biennial library budget for fiscal years 2012 and 2013; and draft budget priorities for the upcoming fiscal cycle.

V. INFORMATION REPORTS

- A. Update on the Branch Bond Program**
Discussion of staff report on status of implementation of the Measure FF branch improvement program, to include update on Request for Proposals, schedule, and budget.
- B. December 2010 Monthly Report from Library Director**
 - i. Library Development
 - ii. Professional Activities
 - iii. Programs, Services and Collections
 - iv. Personnel
- C. Library events:** Calendar of events and press releases for various Library programs are posted at <http://www.berkeleypubliclibrary.org>

VI. AGENDA BUILDING

The next meeting will be a Regular Meeting held at 6:30 PM on Wednesday, January 12, 2011 at the **South Branch Library, 1901 Russell Street, Berkeley.**

VII. ADJOURNMENT

Written materials may be viewed in advance of the meeting at the Central Library Reference Desk (2090 Kittredge Street), or any of the branches, during regular library hours.



“This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6342 (V) or 981-6345 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting.”

I hereby certify that the agenda for this regular meeting of the Board of Library Trustees of the City of Berkeley was posted in the display cases located at 2134 Martin Luther King, Jr. Way and in front of the Central Public Library at 2090 Kittredge Street, as well as on the Berkeley Public Library’s website on December 1, 2010.

//s//

Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees

For further information, please call (510) 981-6195.

COMMUNICATIONS

Communications to Berkeley boards, commissions or committees are public record and will become part of the City’s electronic records, which are accessible through the City’s website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information.

- 1. Christopher Adams, regarding West Branch Project

**Berkeley Public Library
Board of Library Trustees**

II Consent, Item A

**Regular Meeting
November 10, 2010**

**MINUTES
6:30 p.m.**

**South Branch
1901 Russell Street**

I. PRELIMINARY MATTERS

A. Call to Order

The Regular meeting of November 10, 2010 was called to order by Chair Kupfer at 6:32 PM.

Present: Trustees Winston Burton, Abigail Franklin, Carolyn Henry-Golphin, Susan Kupfer and Darryl Moore.

Absent: None.

Also present: Donna Corbeil, Director of Library Services; Dennis Dang, Library Admin Manager; Suzanne Olawski, Branch Library Manager; Debbie Carton, Librarian; Steve Dewan, Kitchell CEM; Eve Franklin, Administrative Secretary.

B. Public Comments

1. Jane Scantlebury – identified herself as a retired librarian from Central Branch, past SEIU 1020 Library chapter president, and a neighbor of the South Branch. Ms Scantlebury reported the support of Otis Street neighbors in particular and neighbors in general to build a new South Branch library. A few individuals who have very little relationship to our branches are trying to prevent this library from being built. There seems to be this idea that a building is more important than the need to bring optimum library services to the community. Whatever we need to do to make this building happen as soon as possible, you have the support of this neighborhood. This is a very dangerous building. If we delay this new building we're risking people; children, people from the community and our employees who are here all the time. The library is so small the entrance way is often blocked. Adults often sit in the children's section even though it is library policy to not allow adults without children to sit in the children's section, due to limited seating.
2. Bradley Wiedemier – Spoke in favor of renovation of South and West Branches. Raising issues of concern in this area is not trying to stop building, it's saying have we tracked our resources for demolition and replacement without considering what they offer to our community. It's not impossible to renovate renew buildings, other communities have done it. It's really necessary to take the social history of our communities into consideration. This building was highly awarded. Hans Ostwald was a refuge from Nazi Germany. He was trained in German modernism. It offers a certain esthetic that connects us back to historic issues. West is largely there, it's underneath, it's got suspended ceilings and built around. Have the possibilities of renovation really been given a balance? I don't think asking that is out of line.
3. Terry Powell – We worked very hard to pass measure FF. You have the support of everyone I know in the community for renovating or rebuilding the neighborhood branches. We don't want any neighborhood in the City of Berkeley to go without these much needed improvements to their facilities. We have seismic, mechanical and accessibility issues. Our state deficit is \$25 billion. There won't be a state fund for library renovations for quite a while. We tried our hardest to get some of those state funds and we were not able to do that, so we did it on our own. I'm really proud of all of us who worked hard to do that and I want you to know that we're there with you and behind you and we really want these rebuilding and renovation projects to go forward, all of them.
4. Peter Warfield, Library Users Group – The West Branch Library was determined to be a structure of merit by the city of Berkeley. A lot of its charm and beauty have been covered by the 1970's renovation. Measure FF promised voters to renovate and expand all of its branches. The library has decided since the time of Measure FF passage to tear down West and South branch despite their very evident excellent qualities. Expressed concern about statistics regarding books in the renovated and replaced branches. Concerned about an overall program of dumbing down libraries, book de-emphasis, tremendous amount

- of floor space expansion. Would support expansion and renovation as originally planned and as put out in the literature the library put out and with appropriate emphasis on books and library services.
5. Dmitri Belser – Identified himself as Executive Director of Center for Accessible Technology and President of the Ed Roberts Campus (ERC). When I came to Berkeley 25 years ago I came to the South Branch Library. I looked at this library and thought I see what the city thinks about South Berkeley. This building is an access nightmare. It's terrible for people with disabilities. I never come here because it's very difficult to get through this building. I have a friend who is a wheel chair user who I told about this meeting. He said he wouldn't come because he knew he wouldn't be able to get in to the meeting. If you look around, there is no way for a person in a wheel chair to be comfortably in this meeting. Spoke in favor of building a new library that would accommodate people with disabilities. I'm also a preservationist and I love old buildings. But I think the uses by people are incredibly important. This building is a shame in this community. This is a community that has so many people with disabilities and we have this completely inaccessible library and this building can't be redesigned. Recently gave a tour of the new ERC to someone who remarked that the ERC is like the Marin Civic Center; it's a building that 60 years from now people will still be coming to see. I'd like to see the library do that as well. Let's build something beautiful and let's build a library that is a real model of disability access and community access and let's really make something this community can truly be proud of; 50 years from now it won't be a questions of whether it's a landmark of course it will be a landmark because it's such an amazing building. That what I'd like to see you do.
 6. Diane Davenport – Identified herself as President of the Friends of the Berkeley Library and a Berkeley resident and taxpayer. I'm here representing a 500-member organization that's going to support you and this process; has from the beginning and will until the end. Two of our branches are being preserved. We've done a stunning job at preservation. We now have two branches that need to be replaced, they don't work any longer, and they don't work in these communities. We as Friends will support you. We've supported you in the community meetings to get to this process to have new buildings. We're here now, we'll be here until the very end, we'll be there on opening days of these two new libraries.
 7. Tommie Larkin – identified himself as a student of the Berkeley Reads program, adult tutoring program at West Branch. Anything that can be done for the 21st century to upgrade I think it needs to be done. I came to this program a year and a half ago. You meet people from all over the world, it's like travelling without having to have a passport. Anything you can do to preserve this library, please do it. At lot of people depend upon this library. People from other countries gravitate towards the library. Its where a lot of people get to meet. They have wonderful people who volunteer their time and are kind and gentle and just want to see people help people. Sometimes you need to destroy something to make it better. Please do what you can do to preserve the library programs that draw the patrons in.
 8. Linda Schacht Gage – Chair of the Capital Campaign to rebuild the four branch libraries, undertaken by the Library foundation. There have been dozens of meetings in the neighborhoods surrounding South and West branches attended by hundreds of people. When those meetings started no one had decided what to do yet. Input from those people who use those branches led to the decision to construct new buildings for South and West Branches, these buildings are not safe, not accessible, seismically dangerous and one doesn't have fire sprinklers. The Library Foundation has been able to raise a million dollars from people in our community to help with this project. They are buying into the concept of demolishing these buildings and building new ones for these communities. As the chair of this campaign, as I look down the road and I anticipate this lawsuit, and I think that Claremont and North might get renovated if they can get past the appeal that has been filed by the same people who are filing the suit to keep these two buildings from being rebuilt. The possibility exists, that we'll be spending money on legal fees, that the cost of construction will go up, that the permit process will change and that South and West ultimately will not be built and that to me is an unacceptable outcome of this whole process. It's not what I'm working for, it's not what many of people in this room are working for, it's not what the people who have contributed to this campaign are working for. Frankly even if the word demolish was missing from the language of Measure FF, in the community's minds, demolition is totally acceptable if not completely supported.

9. Cindy Shamban – Identified herself as a user of the West Branch Library, was a strong supporter of Measure FF and library tax measures and has been a resident of Berkeley since the mid 1980s. Have been to many of the community meetings at West Branch to hear the presentations from the architects. At the beginning when there was a discussion about the feasibility of whether it would be renovation or demolition, I was open to either one, depending upon what would give us the best product. As the discussion of what it would mean to try and renovate, no one really knowing what shape the original building was in, and that it would cost 2-3 hundred thousand dollars to even find out whether it could even withstand being moved, whether it was structurally sound, it became clear to me that it was not worth the resources to keep it together in order to be able to build a new library that would give the West Branch community the most flexibility in terms of safety, floor space use, being able to have books. But also in terms of the 21st century, 10-15-20 years from now maybe there will be books and maybe there won't. Whatever is being built now has to be flexible enough to meet the new realities whether we like them or not. I strongly support a new building at west branch and anything less would be a huge disservice to the community.
10. David Snyder – Identified himself as Director of the Berkeley Public Library Foundation, not a resident of Berkeley. Has refrained from making public comments except for opportunities to make presentations on behalf of the Berkeley Public Library Foundation. Stated that the pending lawsuit and zoning variance permit appeal that is challenging the Board of Library Trustees work and direction for the four branch libraries required that he make a statement. We launched and started new and renovated libraries in our promotions because that is what we believe. In the last year, the participants in the public meetings have not said anything other than that. I've sat quietly and watched and listened. And they have given you testimony, they have given you input and you have adapted your plans and the architects have been very flexible in what they have done and those designs currently reflect the input of the community. What has happened is some people who have voiced opposite ideas have not been successful in influencing in a significant way many of the things they would like to do. Therefore they have filed a lawsuit against the City of Berkeley, the Library. They are filing an appeal against the zoning that has been passed by the city to hold up, to delay, and to stop these projects. It's going to cost you the taxpayers here in Berkeley more money, more time and resources. Offered support of the Library Foundation. I want to encourage you to come out on December 7 for a City Council meeting where an appeal will be addressed from Judith Epstein who is a resident of Berkeley who has also filed the lawsuit. Peter Warfield from the Library Users Group, who is not a resident of Berkeley, and Judith Epstein are standing in opposition of your project. I encourage you to continue your support and to come out and participate.
11. Jody Levin – Identified herself as a neighbor of the South Branch Library. Comes to the library weekly with her son. Is proud to live in a community where there is a lot of diversity and wants the library to be accessible to disabled. As a library studies student has been studying how people use libraries in this day and age. Her son reads about ten books per week, he also likes video games and he likes to watch movies. When he comes to the library he wants to learn and to use these skills, he wants to learn how to write citations for his reports, and he wants to learn how to look up resources. These are things the library can teach him if they have the electronics available. In terms of the original building, the building is beautiful if it didn't have all that stuff in it. But it has all the stuff and it's unsafe and our community can't use it the way it is. Suggested having a display about the importance of the original building's architect as a permanent display. I can't see the disservice to the community. This community is struggling. We need a safe place for our kids to come.

12. Trina Ostrander – I want to commend the Board of Library Trustees for pursuing the restoration of all our libraries. I know it's been a long haul and I know it's not over yet. Thank you for your perseverance, vision and commitment. I've lived in Berkeley since 1970. One of my favorite things about living in Berkeley is having been able to see the restoration of so many of our public institutions. When I came to Berkeley, I couldn't help notice how over-crowded and dilapidated our public institutions had been despite the fact they were originally constructed with a lot of civic pride and ambition. I'm really glad to be part of a generation that has seen the problems, pays taxes, and pass bond issues and done an enormous amount of work to make this stuff happen. It's at our city hall, our school district and our libraries. It's one of the great things that we are doing in this town now. I think it makes us unusual and it makes me proud to be part of it. I have been a part of it; 14 years at the Berkeley Public Education Foundation; and 3-4 years at the Berkeley Public Library Foundation that raised more than \$4 million dollars for the Central Branch. I've had a great opportunity to be a part of raising the money. One of my favorite things was to see opening day when everyone in town is walking towards the Central Library, kids and families with smiles on their faces. Because we're celebrating how much we walk the walk around here. It's sensitive and thoughtful and made to serve our people now and into the next century. It's a good and a needed thing that we are doing. I have an enormous amount of confidence and demonstrable faith in the library staff, in our city staff and all the heroes who put so much time and effort into making this happen, politically, financially and the construction managers who get all this stuff done. We're going to be green, accessible, up-to-date and modern and we're going to service our people. Let's do it. This is good.

13. Jody Levin – Asked the people behind the lawsuit to please consider dropping the lawsuit.

C. Report from Library employees and Unions, Discussion of Staff Issues – Debbie Carton, Local 1021, SEIU, Library Steward, read a statement of support for construction of a new South Branch Library. (Attachment 1)

D. Report from Board of Library Trustees – Trustee Franklin reported she and Trustee Burton had attended the Public Art meeting for Claremont and North Branches. We have three finalists for each branch. Will meet again in January.

E. Approval of Agenda

Megan McArdle was unable to attend. The Technical Services Update (II Presentations, Item C) will be postponed to a later date.

R10-079 Moved by Trustee Franklin, seconded by Trustee Henry-Golphin, to approve the agenda as amended. Motion passed unanimously.

Trustee Burton left the meeting at 7:11 PM and returned at 7:38 PM.

II. PRESENTATIONS

A. West Measure FF West Branch Library Update

Presentation by Harley Ellis Devereaux / GreenWorks Studio on the Design Development Phase; and Staff Report on the Process, Community Input and Next Steps. (Attachment 2)

Exterior - Reviewed new rendering. Warm and soft gathering places with redwood lumber plank siding and wisteria in trellis above. Large window wall allows light into the main space.

Interior – Large Reading Room with stacks on the west side. Some changes from schematic design. Public computers are now in hallway instead of a separate alcove. Teen room geography is slightly different. The service desk and computer area use same redwood siding treatment from the exterior. Ceiling area is light colored and contains skylights. Electric light to be used down low at people level, natural daylight above. Children's area has a smaller scale nook with view of the redwood tree and garden. Multipurpose room can be used as an adult reading space when not in use for programs. Berkeley Reads Program has dedicated space. Both the Multipurpose room and Berkeley Reads spaces could be accessed when the rest of the library is closed.

Landscaping – John Northmore provided an update of changes. A Disabled Parking Space serving the library will be placed on University Avenue. Accessible Loading/Drop-off zone. Main entry will feel like a garden. In the rear, one redwood tree will stay and one will be removed. A stump grinder will not be used on the remaining stump. There will be no public access to the rear garden. Too much space would need to be paved to make it accessible. It will be a beautiful garden to look at from inside the library. Planters around the building will work to filter all the roof runoff before it enters the storm water drain system.

Statistics - Seating increases from 30 to 51. Computers increases from 8 to 15. Shelving increases from 2,827 to 3,156 linear feet. Floor space increases from 5,944 to 9,399 SF.

Net Zero – Outdoor air used for ventilation and cooling, skylights open and roof fans for warmer days. On very hot days, can close up windows and run cold water through radiant slab. Solar thermal system and pump for heating in cooler months. Biggest use of energy will be for electronic components (computers, printers, etc.) We expect that in the first year of use there will be more energy used than the model predicts. Will monitor use and fine tune systems. Usage should drop as people get used to different conditions.

Public Comment

Peter Warfield – Pictures are beautiful. Concern is that an old building is not planned for renovation and expansion as originally intended. Statistics still show large increase in overall floor space but small increase overall in shelving and public space. Net Zero sounds nice, but any new building compared with a old building has a bigger environmental impact.

David Snyder – I want to complement the architects and designers with the layout and the design of the building. In keeping with Measure FF much of the attention was to be looking at accessibility and ADA requirements and seismic elements. There have been concerns expressed about the issues of books and shelving but it's very evident that you see at West when you go in, the need for space to be able to actually get in and out of aisles and to be able to browse books to get access to tables and chairs and I feel the openness of the design has done much to accommodate that. The design speaks directly to Measure FF and the expectations of the community to really look to those that need and have additional needs when it comes to accessibility and be able to have ease in access.

Diane Davenport – When I started my career at Berkeley Public Library I was the Branch Head at West and we were constantly having to tell people where we were because that concrete front never said library to the community, it never drew people in. This is a warm and open space that I think is going to be an amazing presence for both the city and for the library system. It will be much more of a community center. I love that library and have a fondness for it. It didn't work then in 1982 and it doesn't work now. Let's get a new library built that is a prideful place for both the community and the library.

Bradley Wiedemier – The current state of west branch is certainly dreadful. The additions and maintenance are problematic. The actual historic building is hidden within and could be used as a design theme. It's a very handsome design that the architects have presented us today and certainly the architects are carrying out the direction of the program they've been given. I'm surprised at how extensive the office space is and how cut off it is from the library proper. The nice thing about libraries historically is that librarians have been accessible. Alarmed that a third of the space is separated off.

Cindy Shamban – The staff spaces at West are extremely limited, are very crowded, they have no room to work. There is a difference between the kind of work that staff does when they are out in the public at the desk or on the floor and the other work that they have to do out of the public sight. There are two very different functions. I attended at least three community meetings at West Branch where there were a lot of very engaged people talking about the functions of the library and what they wanted to see. It was a very good back and forth process. The changes in the design over the last six months are reflective of community participation.

Ed Dean – It's kind of misleading to compare the staff areas of the two buildings. The existing building is totally a non functional building. It has no circulation, to get from one space to another you have to walk through the functional spaces. The Berkeley Reads program is currently squatting on library space. When you add that to basic circulation that any building would have and new code requirements the area needs change. If you

compared the new plans with another modern buildings you might be able to ask that question. You can't compare old building to new, it's like comparing apples and oranges.

Board Comment

Trustee Franklin – It's such a thoughtful, well considered plan. It's incredibly exciting. The light is phenomenal. The Net Zero Energy is exciting and forward thinking and just fabulous for the 21st century. I like the more active role of staff roaming around. That's a great model and I am glad we're embracing it. The garden area is beautiful.

Trustee Burton – We might not have the opportunity to do this for another 50 years. I was fortunate enough to be on the Foundation and to work to try to bring the public together to vote for this and they're very excited about the possibilities and the future. I've got three kids and three grandkids and I see this as an opportunity for them to learn and grow in a safe, technology-advanced, up-to-date facility. And to not let this move forward would be to block my kids from something that would benefit them for the next 50 years. I am passionate about the designs and about the level of changes that have happened because of community input. There were a lot of things I didn't like earlier, but the architects were able to make changes the community wanted. I've heard a lot of people who were very excited about the plans.

Trustee Moore – Tremendous job, stunning. There has been lots of public process and input. Net Zero is an amazing step in the right direction.

Director Corbeil - Next Steps – Draft EIR should be released in mid-December 2010, to be posted on the city's Planning page for public comment; Landmarks Preservation Commission; Design Review Board and ZAB Use Permit application hearing, all to come later.

B. Kitchell CEM Quarterly Update

Steve Dewan provided an update of progress since May 12, 2010. (Attachment 3)

Trustee Franklin - Is there a way to quantify cost of delays? *Mr. Dewan – There could be one with a wide range of assumptions. You could incorporate concepts of cost escalation, extended consultant costs, it's hard to quantify things like loss of competition; right now there is a good bidding atmosphere out that that drives down prices, if this gets extended out and the economy starts to turn and there's less competition you get less bang for your buck.*

Trustee Moore – Are there economies of scale if we choose the same contractor for Claremont North. *Mr. Dewan – Not really. They are two completely separate bid packages and contracts. Might have some different contractors attracted to the different projects, some contractors might be very skilled at renovations, others at new construction. It might be more work to combine two different project. Advantages of two different contractors: spreads the work around and divides the risk.*

Trustee Kupfer – If somebody bids on both contracts, I assume we would consider it. I like the spread the risk concept after the difficulties we had when renovating Central.

C. Staff Update - Technical Services

Postponed, to be rescheduled.

III. CONSENT CALENDAR

Item B- 2011 Meeting Schedule for the Board of Library Trustees - Trustee Moore requested correction of meeting start time to 6:30 PM.

- R10-080** Moved by Trustee Moore, seconded by Trustee Franklin, to approve Consent Calendar as amended. Motion passed unanimously.
- A. Approve minutes of October 18, 2010 Special Meeting**
- R10-081** Moved by Trustee Moore, seconded by Trustee Franklin, to approve the minutes of the October 18 2010 specials meeting of the Board of Library Trustees as presented. Motion passed unanimously.
- B. 2011 Meeting Schedule for the Board of Library Trustees**
- Trustee Moore requested correction of meeting start time to 6:30PM.
- R10-082** Moved by Trustee Moore, seconded by Trustee Franklin, to approve the resolution setting the dates for the 2011 regular meeting schedule for the Board of Library Trustees. Motion passed unanimously.
- C. 2011 Holiday Schedule for the Berkeley Public Library**
- R10-083** Moved by Trustee Moore, seconded by Trustee Franklin, to approve the resolution approving the 2011 calendar of holidays for the Berkeley Public Library. Motion passed unanimously.
- D. Opening the Central Library and All Branches One Hour Late**
- R10-084** Moved by Trustee Moore, seconded by Trustee Franklin, to approve the resolution authorizing the Central Library and all Branches open one hour late on April 29, July 29 and September 30, 2011 to allow adequate time for the quarterly all-staff meetings. Motion passed unanimously.

IV. ACTION CALENDAR

A. Chairperson and Vice-Chairperson Nominations and Election of Chairperson and Vice-Chairperson

There are two separate motions captured in one resolution.

- R10-085** Moved by Trustee Moore, seconded by Trustee Burton, to nominate and elect Trustee Kupfer to sit as Chairperson for a one-year term commencing on November 10, 2010. Motion passed unanimously.

Chair Kupfer noted she will term out from the Board in May 2011.

Moved by Trustee Kupfer, seconded by Trustee Henry-Golphin, to nominate and elect Trustee Moore to sit as Vice-Chairperson for a one-year term commencing on November 10, 2010. Motion passed unanimously.

Trustee Burton – Let’s stay the course.

Chair Kupfer – We will begin the process to select a new Trustee in January 2011.

Trustee Moore – Suggested revising the questions posed to trustee candidates. *Chair Kupfer reported Trustee Franklin has offered to work on revising the questions. Trustee Franklin has some ideas on ways we can integrate new trustees.*

V. INFORMATION REPORTS

A. FY11 1st Quarter Budget Report – Dennis Dang - Trustee Moore requested addition of a column to Attachment 1 showing % spent to date for sub-categories.

Local Vendors Local Hiring– Winston Burton - Trustee Burton meet with library and City of Berkeley staff. The City Manager has been negotiating a PLA (project labor agreement) with trade unions. Other cities have goals for hiring. Want to keep this on our minds as a goal.

Trustee Franklin – Hiring locally makes sense for a lot of reasons. The library follows City of Berkeley hiring practices, so can the library legally do this?

Trustee Burton – The City Manager is working on the PLA. Some towns have policies around local hires that Berkeley does not have in place yet. That’s one of the things being worked out in the PLA agreement. The PLA will be in place before construction starts. I feel the PLA is not necessarily enough, I’d also think CoB needs to have goals and percentages written into the city’s policies.

Trustee Moore – Other communities like Oakland and Hayward have local hiring goals written into their procurement policies. The Supreme Court has ruled they are permissible as long as they are done in a correct manner. Enforcement is the tricky part– how to make sure contractors are doing what they promise. CoB needs to find the persons and resources to do enforcement.

Chair Kupfer – We’re going to keep talking about this topic. Project Labor Agreement is with unions, and we would get a manager or consultant that would work on these projects.

- B. Administrative and Fiscal Services Classification Change** - No discussion.
- C. November 2010 Monthly Report from Library Director** – No discussion.
- D. Update on the Branch Bond Program** – No discussion.
- E. Library events:** Calendar of events and press releases for various Library programs are posted at <http://www.berkeleypubliclibrary.org>

I. AGENDA BUILDING

A. The next meeting will be a Regular Meeting held at 6:30 PM on Wednesday December 8, 2010 at the South Branch Library, 1901 Russell Street, Berkeley.

- 1. Possible topics for the agenda
 - December
 - Annual Personnel Evaluation for the Director of Library Services
 - Informational report on FY 2012/13 biennial budget.

II. ADJOURNMENT

R10-086 Moved by Trustee Burton, seconded by Trustee Franklin, to adjourn the regular meeting of the board at **8:44 PM**. Motion passed unanimously.

COMMUNICATIONS

- 1. SEIU 1021 Support for New South Branch Library.
- 2. New and Renovated Libraries

SEIU 1021 wishes to support the Berkeley Public Library's efforts to proceed with the construction of a new South Branch library. It is our responsibility to make sure our workers are housed in safe environments, and the existing South Branch building is unsafe for both staff and the community they serve.

The cinder block structure is not reinforced with rebar. Although it surprisingly did survive the 1989 quake, we cannot count on that happening again. Both employees and the public will be in grave danger until a new building exists. The current lawsuit has the potential to seriously postpone the project, putting all who enter it at risk.

The lack of space in the current building is a huge issue for public service and safety. Currently, computers and the tables and chairs needed to use them are in the way of the library's entrance. This is dangerous, and also causes bad encounters with patrons trying to get to what they need. The computers are also far too close to the children's area, which means that patrons using the computers often feel they cannot concentrate on their work due to storytime and regular library use by the community's children and teens.

Due to lack of space adults not accompanied by children have to sit in the children's area. This is not a good situation.

The branch is nearly impossible for a person in a wheelchair to access, which is a legal violation.

The proximity of the Tool Lending Library means that the courtyard, where toddlers frequently play, often has wheelbarrows and other tools in it. This is inappropriate and dangerous.

The staff area is too small. There are only 3 1/2 work spaces for 14 employees.

Currently there is no teen area, though many teens use the South Branch. This means they must use other areas, which sometimes leads to friction with other patrons and with staff.

A new building will solve all of these problems, and there should be no delay in that process.

The longer the project is postponed, the more it will cost, causing the branch to lose some of the services and equipment currently in the plans.

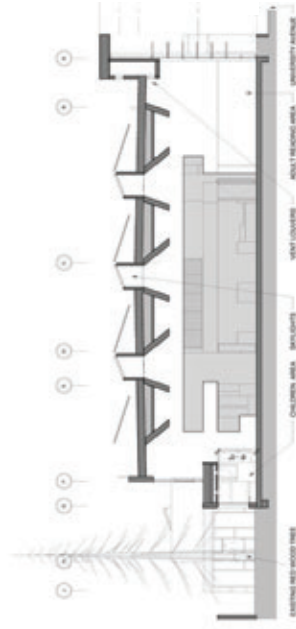


VIEW ALONG UNIVERSITY AVENUE

THE WEST BRANCH LIBRARY
HARLEY ELLIS DEVEREAUX

CURRENT DESIGN FLOOR PLAN

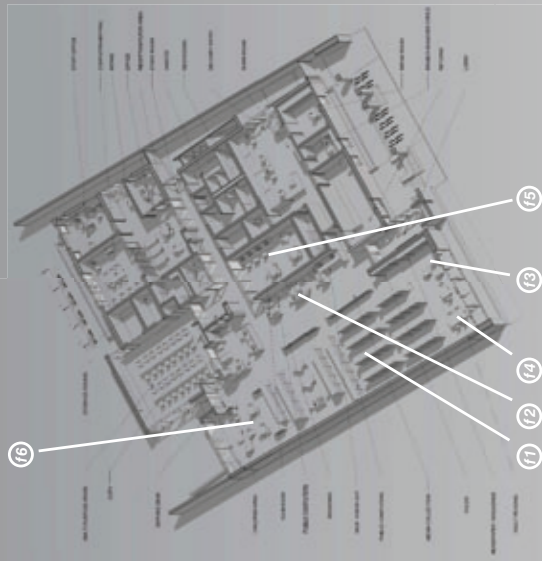
A large public room suffused with daylight



Section through Public Room - Looking East

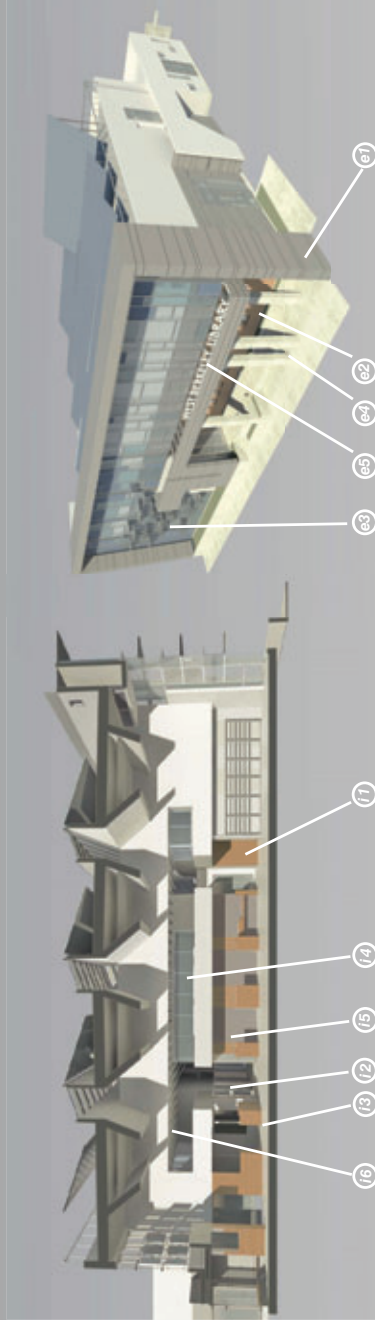


HARLEY ELLIS DEVEREAUX

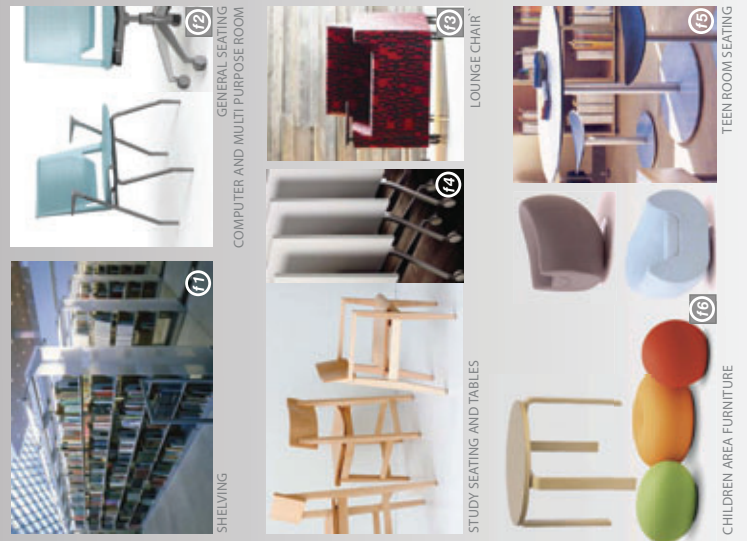


THE WEST BRANCH LIBRARY (13)

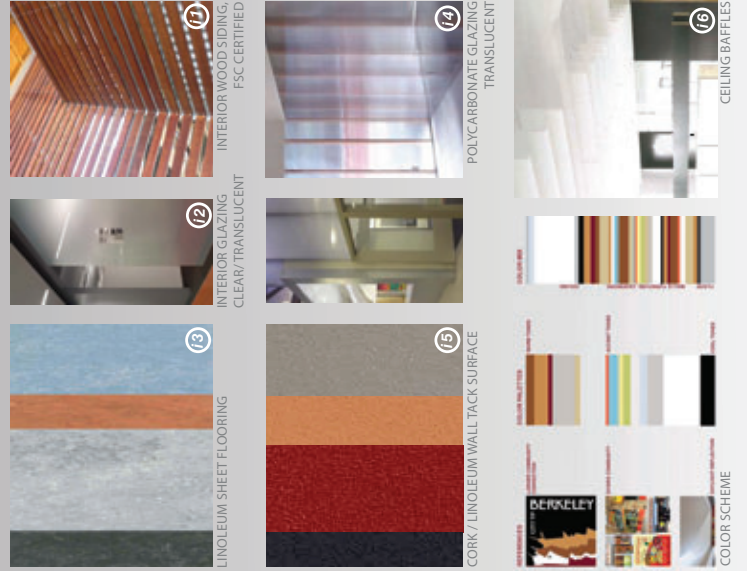
MATERIAL BOARD - DESIGN DEVELOPMENT



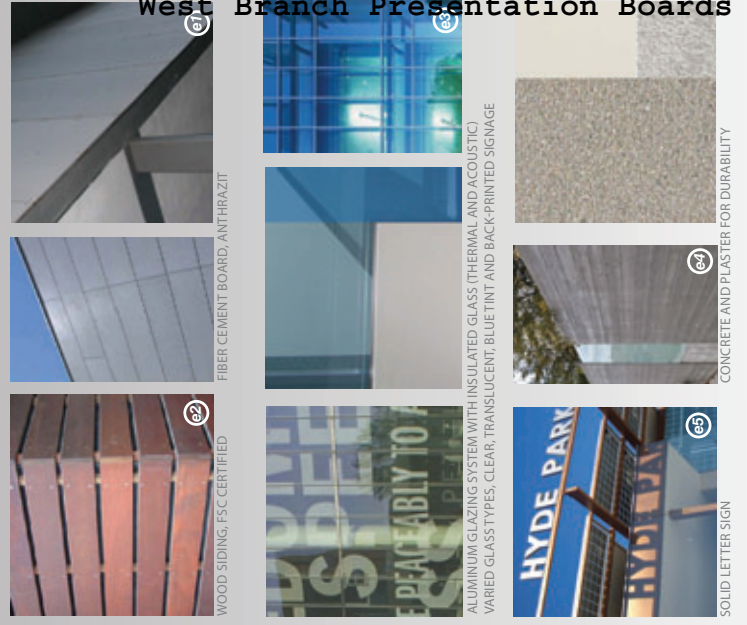
PRELIMINARY FURNITURE SELECTION



INTERIOR MATERIALS



EXTERIOR MATERIALS





INTERIOR VIEW FROM CHILDREN'S AREA

THE WEST BRANCH LIBRARY

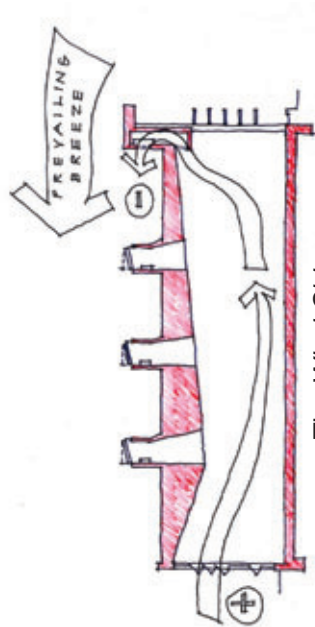
HARLEY ELLIS DEVEREAUX

CURRENT DESIGN SERVICE LEVEL COMPARISON WITH EXISTING FACILITY

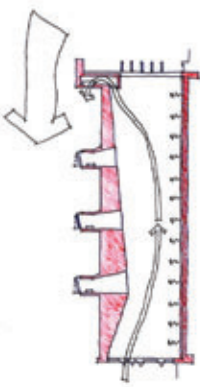
	EXISTING BUILDING	CURRENT DESIGN	DELTA
SEATING			
Adult	11	20	9
Teen	9	14	5
Children	10	17	8
TOTAL	30	51	21
COMPUTERS			
Adult	5	8	3
Teen	2	4	2
Children	1	3	2
TOTAL	8	15	7
SHELVING (Linear Feet)			
Adult	1644	1857	213
Books	203	240	37
AV	117	72	-45
Adult Mag/Nsp			
Teen	126	126	0
Teen Bks + AV	12	12	0
Teen Mag			
Children	615	651	36
Books	87	105	18
AV	0	12	12
Children Mag			
Other	23	81	58
Holds	2,827	3,156	329
TOTAL			

	EXISTING BUILDING	CURRENT DESIGN	DELTA
ROOM SIZES (Net Square Feet)			
Lobby Services	673	821	148
Adult	1,535	1,284	-251
Children	959	972	13
Teens	317	340	23
Multipurpose	499	874	375
Small Group Study	0	80	80
Staff	537	1,237	700
Literacy	570	1,098	528
Other (unassigned):	461	1,888	1,427
	156	142	-14
Vestibule	231	432	201
Restrooms	36	27	-63
Janitor Closet	2	372	370
Mechanical/Electrical	36	814	778
Circulation	0	101	101
IT Room			
Walls / Structure	393	805	412
TOTAL GROSS SF	5,944	9,399	3,455

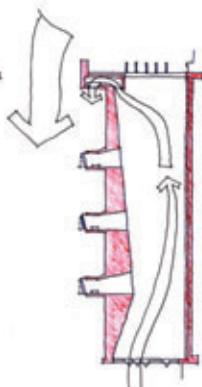
CURRENT DESIGN ZERO NET ANNUAL ENERGY USE ZERO CARBON FOOTPRINT



The Wind Chimney
 Refreshing Outdoor Air for Ventilation and Cooling



Mode 1. Heating Season.
 Minimum outside air admitted.



Mode 2. Swing Season. Varying amounts of outside air via wind chimney only.



Mode 3. Early Cooling Season. Increased amounts of outside air for cooling via wind chimney and venting skylights.

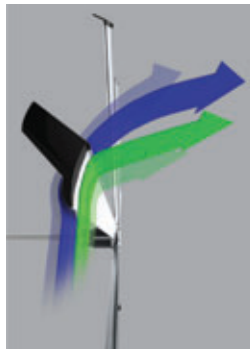
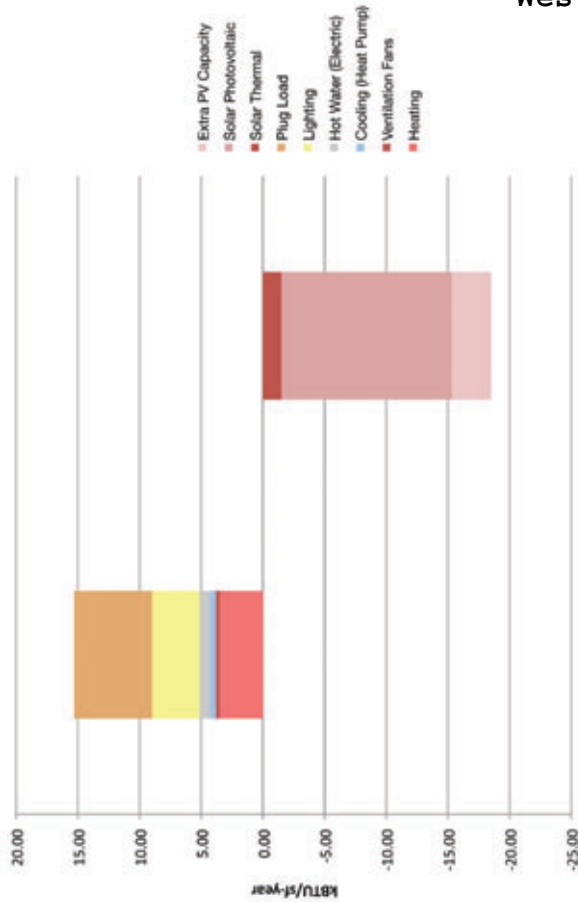


Mode 4. Cooling Season. Maximum air movement via roof fans. (Skylights are closed.) Use of "night purging" using natural ventilation with cool night air.



Mode 5. Peak Cooling Events. Minimum outside air. Cool space using chilled water in radiant slab from backup heat pump.

Annual ZNE - West Berkeley Branch Library





Agenda

BOLT Progress Report
Branch Library Improvement Project

- **General Program Update**
 - Progress Since 05/12/10
 - Design Progress, Milestones
 - Permitting Progress, Milestones
 - What's Next?
- **Schedule Update**
- **Budget & Cost Control Update**

General Program Update – Progress Since 05/12/10

BOLT Progress Report
Branch Library Improvement Project

• **DESIGN PROCESS, MILESTONES**

- Design Process:
 - Conceptual Design
 - Schematic Design
 - Design Development
 - Construction Documents

- 2 projects at 95% Construction Document level (North & Claremont)
- 1 project at 50% CD level (South)
- 1 project at end of Design Development phase (West)



November 10, 2010

General Program Update – Progress Since 05/12/10

BOLT Progress Report
Branch Library Improvement Project

• **PERMIT PROCESS, MILESTONES**

- Process:
 - Planning Permits
 - Use Permit
 - Structural Alteration Permit
 - *Development of design through Construction Documents*
 - Building Permit

- Use Permits approved for North & Claremont – *Appeal to ZAB ruling to be reviewed by City Council on 12/07/10*
- Use Permit Application submitted for South in July 2010 – *No action to be taken until EIR process complete*
- Use Permit Application to be submitted for West in November 2010 – *No action to be taken until EIR process complete*



November 10, 2010

General Program Update – Progress Since 05/12/10

BOLT Progress Report
Branch Library Improvement Project

• **PERMIT PROCESS, MILESTONES (CONTINUED)**

- Structural Alteration Permit approved for North
- Structural Alteration Permit Application submitted for West in July 2010 - *Pending*
- Building Permit Applications submitted for 2 projects (North and Claremont)



November 10, 2010

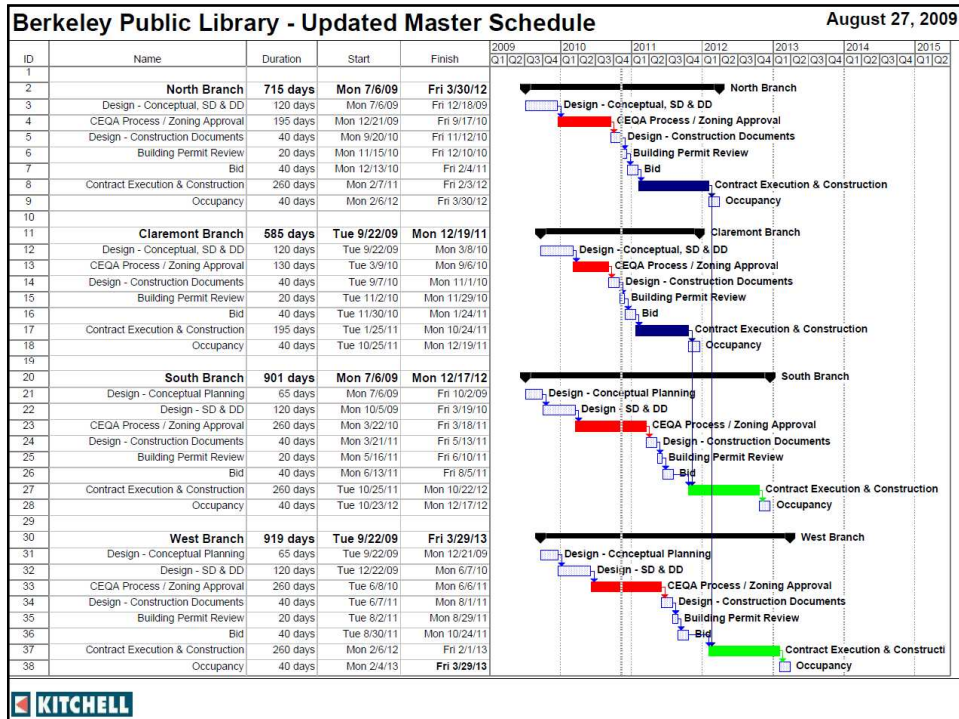
General Program Update – What's Next?

BOLT Progress Report
Branch Library Improvement Project

- Building Permit back-check comments for North and Claremont
- Combined Program Environmental Impact Report (ZOA, South and West) – Draft EIR to be published December 2010
- Preparation for bidding of North and Claremont
- LEED design submittal for North and Claremont
- Design Progress on hold for South and West



November 10, 2010



Master Schedule - Updates BOLT Progress Report
Branch Library Improvement Project

- Since 05/12/10 report, detailed project schedules further developed for each branch
- Updates to project schedules include:
 - Actual progress to date
 - Clarifications & detail added to City building permit process, bidding procedures and contract execution
 - Use Permit process for North and Claremont extended due to appeals on ZAB ruling
- Revised EIR process duration could impact South and West project schedules

November 10, 2010

Schedule Update

BOLT Progress Report
Branch Library Improvement Project

• North and Claremont projects still on track for completion in 1st quarter of 2012

• North Branch

- Anticipated closure – 1st Quarter 2011 to 1st Quarter 2012
- Anticipated construction duration – 1 year

• Claremont Branch

- Anticipated Closure – 1st Quarter 2011 to 1st Quarter 2012
- Anticipated construction duration – 9 months



November 10, 2010

Budget & Cost Control Update

BOLT Progress Report
Branch Library Improvement Project

• Program Budget reviewed and re-allocations made

- Revisions to program and project contingencies:
 - City permit fee estimates higher than projected
 - Allocations to assigned contract contingencies
 - Unanticipated expenses (for example, bookmobile)
 - Actual architect contract values for Claremont & West



November 10, 2010

KITCHELL
PROGRAM COST CONTROL REPORT

BERKELEY PUBLIC LIBRARY Branch Library Improvement Program	Revised Budget - July 23, 2009	Revised Budget - August 19, 2010
NORTH BRANCH		
Hard Costs	\$ 4,282,000	\$ 4,282,000
Soft Costs	\$ 1,175,470	\$ 1,263,531
Project Contingency	\$ 200,000	\$ 111,939
<i>Branch Total</i>	\$ 5,657,470	\$ 5,657,470
SOUTH BRANCH / TOOL LENDING		
Hard Costs	\$ 4,844,500	\$ 4,844,500
Soft Costs	\$ 1,285,020	\$ 1,437,046
Project Contingency	\$ 200,000	\$ 47,974
<i>Branch Total</i>	\$ 6,329,520	\$ 6,329,520
WEST BRANCH		
Hard Costs	\$ 5,518,500	\$ 5,518,500
Soft Costs	\$ 1,420,955	\$ 1,358,461
Project Contingency	\$ 200,000	\$ 262,494
<i>Branch Total</i>	\$ 7,139,455	\$ 7,139,455
CLAREMONT BRANCH		
Hard Costs	\$ 3,268,500	\$ 3,268,500
Soft Costs	\$ 925,740	\$ 1,039,130
Project Contingency	\$ 200,000	\$ 86,609
<i>Branch Total</i>	\$ 4,394,240	\$ 4,394,240
TOTAL SITE COSTS	\$ 23,520,685	\$ 23,520,685
GENERAL PROGRAM SOFT COSTS		
Consultants	\$ 485,000	\$ 486,000
Program & Construction Management	\$ 1,000,000	\$ 996,990
Fees & Miscellaneous	\$ 255,000	\$ 903,962
TOTAL GENERAL PROGRAM COSTS	\$ 1,740,000	\$ 1,986,952
TOTAL PROGRAM & SITE COSTS	\$ 25,260,685	\$ 25,507,637
PROGRAM CONTINGENCY	\$ 739,315	\$ 492,363
TOTAL PROGRAM BUDGET	\$ 26,000,000	\$ 26,000,000

Budget & Cost Control Update

BOLT Progress Report
Branch Library Improvement Project

- **As of 10/31/10 - \$2,391,795 of the \$26M Bond Fund Expended – 9.2%**
- Current expenses – Design activity, permit fees & EIR work
- Current budget assumes keeping to Master Schedule - **Schedule changes directly impact budget**

KITCHELL Period Ending 10/31/10

PROGRAM COST CONTROL REPORT

BERKELEY PUBLIC LIBRARY Branch Library Improvement Program	Revised Budget - August 19, 2010	Current Committed Costs	Expended to Date
NORTH BRANCH			
Hard Costs	\$ 4,282,000	\$ 4,282,000	\$ 1,051
Soft Costs	\$ 1,263,531	\$ 1,263,531	\$ 622,367
Project Contingency	\$ 111,939	\$ 111,939	\$ -
<i>Branch Total</i>	<i>\$ 5,657,470</i>	<i>\$ 5,657,470</i>	<i>\$ 623,418</i>
SOUTH BRANCH / TOOL LENDING			
Hard Costs	\$ 4,844,500	\$ 4,844,500	\$ -
Soft Costs	\$ 1,437,046	\$ 1,452,046	\$ 495,281
Project Contingency	\$ 47,974	\$ 32,974	\$ -
<i>Branch Total</i>	<i>\$ 6,329,520</i>	<i>\$ 6,329,520</i>	<i>\$ 495,281</i>
WEST BRANCH			
Hard Costs	\$ 5,518,500	\$ 5,518,500	\$ -
Soft Costs	\$ 1,386,183	\$ 1,386,183	\$ 294,589
Project Contingency	\$ 234,772	\$ 234,772	\$ -
<i>Branch Total</i>	<i>\$ 7,139,455</i>	<i>\$ 7,139,455</i>	<i>\$ 294,589</i>
CLAREMONT BRANCH			
Hard Costs	\$ 3,268,500	\$ 3,268,500	\$ 202
Soft Costs	\$ 1,038,577	\$ 1,038,577	\$ 488,911
Project Contingency	\$ 87,163	\$ 87,163	\$ -
<i>Branch Total</i>	<i>\$ 4,394,240</i>	<i>\$ 4,394,240</i>	<i>\$ 489,113</i>
TOTAL SITE COSTS	\$ 23,520,685	\$ 23,520,685	\$ 1,902,401
GENERAL PROGRAM SOFT COSTS			
Consultants	\$ 486,000	\$ 486,000	\$ 189,911
Program & Construction Management	\$ 996,990	\$ 996,990	\$ 249,237
Fees & Miscellaneous	\$ 503,962	\$ 503,962	\$ 50,247
TOTAL GENERAL PROGRAM COSTS	\$ 1,986,952	\$ 1,986,952	\$ 489,394
TOTAL PROGRAM & SITE COSTS	\$ 25,507,637	\$ 25,507,637	\$ 2,391,795
PROGRAM CONTINGENCY	\$ 492,363	\$ 492,363	\$ -
TOTAL PROGRAM BUDGET	\$ 26,000,000	\$ 26,000,000	\$ 2,391,795

QUESTIONS? BOLT Progress Report
Branch Library Improvement Project

KITCHELL November 10, 2010



BERKELEY PUBLIC LIBRARY

CONSENT CALENDAR

December 8, 2010

TO: Board of Library Trustees
FROM: Douglas Smith, Deputy Director of Library Services
SUBJECT: 2011 ANNUAL AUTHORS DINNER EVENT

RECOMMENDATION

Adopt the resolution approving the arrangements in preparation for the ninth annual Authors Dinner to be held on Saturday February 12, 2011 at the Central Library.

FISCAL IMPACT

There will be no fiscal impact from this report.

BACKGROUND

For the past nine years in February the Berkeley Public Library Foundation has held an annual Authors Dinner at the Central Library. The event generates much excitement throughout the community and is an important fundraising event for the Library Foundation.

CURRENT SITUATION AND ITS EFFECTS

The ninth annual Authors Dinner is scheduled for Saturday, February 12, 2011 with a gala reception beginning at 6 pm, followed by a Silent auction and Dinner. The Foundation is expecting approximately 300 guests, and 31 noted authors are scheduled to attend. In preparation for this event, the following arrangements need Board approval:

1. Close the Central Library at 5:00 pm on Saturday, February 12, 2011. Public computers will shut down at 4:50 pm.
2. Arrange for Library staff to assist with cleanup of the Central Library between 5:00 and 6:00 pm.
3. Close the Historic Reference Room, the Teen Room, the Historic Lobby, the second floor Reading Room, and the Berkeley History Room all day on Saturday February 12, 2011.
4. Arrange for maintenance staff to be available for resetting lights and various other set-up efforts.

FUTURE ACTION

No future action is required.

Attachments:

1. Resolution



**BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

ATTACHMENT 1

RESOLUTION NO.: 10-__

**APPROVAL OF THE ARRANGEMENTS FOR THE 2011 NINTH ANNUAL AUTHORS DINNER EVENT TO BE HELD
ON SATURDAY FEBRUARY 12, 2011 AT THE CENTRAL LIBRARY**

WHEREAS, over the past nine years the Berkeley Public Library Foundation has held annual Authors Dinners at the Central Library; and

WHEREAS, this event is an important fundraising event for the Library Foundation; and

WHEREAS, the ninth annual Authors Dinner is scheduled for Saturday, February 12, 2011; and

WHEREAS, in preparation for the event, specific arrangements must be approved by the Board of Library Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley to approve the following arrangements in preparation for the ninth annual Authors Dinner:

1. Close the Central Library at 5:00 pm on Saturday, February 12, 2011.
2. Shut down the Central Library's public computers at 4:50 pm on Saturday, February 12, 2011.
3. Arrange for Library staff to assist with cleanup of the Central Library between 5:00 and 6:00 pm on Saturday, February 12, 2011.
4. Close the Historic Reference Room, the Teen Room, the Historic Lobby, the second floor Reading Room, and the Berkeley History Room all day on Saturday February 12, 2011.
5. Arrange for maintenance staff to be available for resetting lights and various other set-up efforts.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on December 8, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Susan Kupfer, Chairperson

Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees



BERKELEY PUBLIC LIBRARY

CONSENT CALENDAR

December 8, 2010

TO: Board of Library Trustees

FROM: Donna Corbeil, Director of Library Services

SUBJECT: APPROPRIATION OF \$16M IN MEASURE FF BOND PROCEEDS AND OTHER MISCELLANEOUS APPROPRIATIONS TO THE FY11 REVISED BUDGET

RECOMMENDATION

Adopt a resolution to appropriate into the FY11 Revised Budget \$16,000,000 of bond proceeds for Measure FF program expenditures and other miscellaneous appropriations as specified herein.

FISCAL IMPACTS OF RECOMMENDATION

Appropriation of the \$16,000,000 in bond proceeds received from the second and final issuance of Measure FF authorized bonds into the FY11 expenditures budget will fully allocate all eligible bond sale proceeds to the Measure FF Fund (308). Combined proceeds from the two series of bond sales net of expenses and premiums total \$25,964,575.

Estimated bid day costs for construction of the Claremont Branch is \$2.9 million and North Branch is \$3.8 million, for a total projected at \$6.7 million, excluding contingency and other project hard costs, for this report sourced from the sale of \$26M in bonds from Measure FF as approved by the voters in November 2008.

CURRENT SITUATION AND ITS EFFECTS

Measure FF Program

The Claremont and North branch library projects are nearing completion of all major pre-construction tasks; consequently, both projects are projected to be released for general contractor construction bid solicitation in early 2012.

On July 22, 2010 the Zoning Adjustments Board ("ZAB") ruled on and accepted use permits for both projects. This was followed by an appeal received on August 12th, and scheduled to be heard before the City Council at their December 7th session. Notwithstanding, in an effort to minimize delays the City received on August 24th from both projects' architects 95% construction documents for review prior to submittal for building permits. This was followed by an application for a building permit for the North Branch on October 20th, and an application for Claremont on October 28, 2010. City plan check is ongoing.



Other Miscellaneous Appropriations (Gift Fund 306)

Following release of the Friends of the Berkeley Public Library's 2010 year-end report the board of the Friends passed a motion, "...allowing the Library to carry forward \$1,500..." from FY10. This added gift amount, as well as two smaller private gifts of \$260 to Berkeley READS is requested to be included in FY11 Revised Budget.

CURRENT SITUATION AND ITS EFFECTS

The Library has brought forward to the board and council for approval all significant contracts for review and approval related to Measure FF expenditures as prescribed by ordinance. Integral to this process the Board of Library Trustees has hosted a series of public presentations by the design teams at each phase of the design process; and, projects are being executed in accordance with the Planning Department's design approval process, including the application for *use permits* and *building permits*; hearings have been held before ZAB, and reviews completed by the Landmarks Preservation Commission. The next phase is bid preparation. In anticipation of the bidding of the two branch construction projects staff has requested the City of Berkeley Purchasing Department assign specification numbers for each project. Following release of a project's request to bid – estimated to take 5 to 6 weeks – proposals will be reviewed and a recommendation developed for board consideration and recommendation to council that the city manager execute a contract. A notice-to-proceed will follow.

Pursuant to Berkeley code section 3.04.090(E) the Library must recommend to the City Council the execution of contracts relating to the Measure FF improvement projects of the four branch libraries. Additionally, expenditure limitations applicable to the city manager for purchases in excess of \$100,000 for goods, and \$50,000 for services (Ordinances 6,875-N.S. and 7,035-N.S.) must be approved by the City Council. Therefore, following the conclusion of the solicitation for construction bids process and prior to contract execution the Library will return to the board for approval of a recommendation to council of a recommended firm(s).

BACKGROUND

On March 24, 2009, by resolution the City Council authorized the sale of the first series of Measure FF general obligation bonds valued at \$10M. This was followed by City Council authorization for sale on July 6, 2010 of the second and final series totaling \$16M – the balance of the approved \$26 Million bond amount. Acceptance by the board of the first bond sale proceeds into Fund 308 occurred on May 20, 2009. Similarly, the board must by resolution accept the proceeds of the second bond sale in order for the monies to be reflected in the program's budget for allocation and subsequent expenditure.

Attachments:

1. Resolution



**BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

RESOLUTION NO.: 10-__

**APPROPRIATION OF \$16,000,000 IN MEASURE FF BOND PROCEEDS AND OTHER MISCELLANEOUS
APPROPRIATIONS TO THE FY11 REVISED BUDGET**

WHEREAS, the Branch Library renovation program is funded by Measure FF bond funds approved by the voters to finance the renovation, expansion, and make seismic and access improvements at four neighborhood branch libraries; and

WHEREAS, the City of Berkeley is the issuer for the sale of bonds as authorized by Measure FF; and

WHEREAS, upon completion of the second sale board approval is required to allocate eligible bond funds to Measure FF Fund (308); and

WHEREAS, miscellaneous gift funds (Gift Fund 306) totaling \$1,760 have not been allocated to the Revised FY 11 budget pending board approval; and

WHEREAS, the Library shall recommend to the City Council the execution of contracts relating to the improvements at the four branch libraries, including but not limited to contracts for design, engineering, construction management and construction; and

WHEREAS, construction related services are included in the estimated project costs; and

WHEREAS, the total estimated bid day costs for construction cost for the Claremont and North branch libraries are projected at \$6.7M; and

WHEREAS, funds are available in the Measure FF Fund in budget code 308-9301-450.65-70 for both Claremont and North Branch projects; and

WHEREAS, the Board of the Friends of the Berkeley Public Library has authorized that carryforward funds of \$1,500 be allocated toward FY11 programming; and

WHEREAS, two donations totaling \$260 have been received for Berkeley READS for FY11 programming; and

NOW THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley to adopt a resolution to accept the \$16,000,000 proceeds from the second and final sale of bonds authorized by Measure FF.

BE IT FURTHER RESOLVED by the Board of Library Trustees of the City of Berkeley to accept and amend the FY11 Revised Budget for FY10 gift donations of \$1,760.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on December 8, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Susan Kupfer, Chairperson

Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees



BERKELEY PUBLIC LIBRARY

ACTION CALENDAR

December 8, 2010

TO: Board of Library Trustees

FROM: Susan Kupfer, Board of Library Trustee

SUBJECT: CONFIRMATION AND DIRECTION ON THE ANNUAL PERSONNEL EVALUATION FOR THE DIRECTOR OF LIBRARY SERVICES

RECOMMENDATION

Adopt the resolution approving a process and scheduling a date for a Closed Session discussion of the Director of Library Services' annual personnel evaluation.

BACKGROUND

The Board of Library Trustees conducts an annual evaluation of the Director of Library Services on the anniversary of his/her hire date. This evaluation would review the performance of the Director in Closed Session and may also include a recommendation for salary increase, which must be placed on the regular agenda.

FISCAL IMPACT

A COLA salary increase is anticipated in the annual budget, which has no fiscal impact.

CURRENT SITUATION AND ITS EFFECTS

Donna Corbeil took the position as Director of Library Services for the Berkeley Public Library on January 8, 2007. Subsequently, on an annual basis the Board has completed its review with her in closed session.

The next anniversary of her hire date will occur on January 8, 2010. The Board of Library Trustees should confirm its evaluation process and schedule the evaluation with her since proper notification must be given in advance for a Closed Session.

PERFORMANCE EVALUATION PROCESS



Following the prior year's process, the Board will perform an evaluation based on the job responsibilities of the position. The Director of Library Services is also requested to submit a self-assessment report of her goals and objectives.

The Board is asked to identify a subcommittee to conduct this annual review of the Director of Library Services' performance. Components of the review are to include: 1) a self-evaluation, 2) Board review of performance, 3) interviews with staff, City and affiliated community members, as required, and 4) identification of the coming year's goals and objectives.

A salary increase may also be included as part of the evaluation process. In addition to COLA, discussed below, for Unit Z1, salary advancement through the range is based on merit; the salary range end, Step E, is set at \$15,783 (monthly), equal to that of other department heads, including Director of Planning, Director of Human Resources, and the Director of Finance.

COLA (Cost of Living Adjustment) increases are negotiated for each bargaining unit by the public employee bargaining unit and ratified by the city council and the Library board in the case of 1021, Community Services Chapter. Unrepresented employee salary increases are considered on the same calendar as the represented units, though these are distinctive according to the unit they are in. Unit Z1 (Confidential, Executive and Management) includes department directors, deputy directors and other high level confidential and executive management employees. The city council approved COLA and benefit changes on October 7, 2008, such that in the current fiscal year all unrepresented Z-unit employees received a 2.5% COLA effective June 27, 2010 through June 25, 2011 as part of a benefit agreement for the period September 7, 2008 through June 23, 2012.

Attachments:

1. Resolution



**BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

RESOLUTION NO.: 10-XXX

PROCESS FOR CONDUCTING THE DIRECTOR OF LIBRARY SERVICES' ANNUAL PERSONNEL EVALUATION

WHEREAS, the Board of Library Trustees conducts an annual evaluation of the Director of Library Services on the anniversary of his/her hiring date; and

WHEREAS, the evaluation would review the performance of the Director in Closed Session and may also include recommendation for a salary increase; and

WHEREAS, the anniversary of the hire date for the Director of Library Services, Donna Corbeil, is on January 8, 2011.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley to conduct the personnel evaluation of the Director of Library Services.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Library Trustees of the City of Berkeley to designate Trustees _____ & _____ and as the subcommittee to conduct an evaluation of the Director with the scheduling of a Closed Session to discuss her performance evaluation in January 2010 - February 2011 timeframe.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on December 8, 2010:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Susan Kupfer, Chairperson

Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees



BERKELEY PUBLIC LIBRARY

ACTION CALENDAR

December 8, 2010

TO: Board of Library Trustees
FROM: Donna Corbeil, Director of Library Services
SUBJECT: DOWNTOWN BUSINESS DISTRICT

Subject: Authorization to Sign Downtown PBID Petition and Ballot on Behalf of the Library

RECOMMENDATION

Adopt a Resolution:

1. Authorizing the City Manager to approve and sign the "Preliminary Petition to Form the Downtown Berkeley Property-Based Business Improvement District" document on behalf of Library-operated properties in the proposed Downtown PBID area; and
2. In the event the petition is successful in triggering a ballot process to establish a Downtown PBID, authorizing the City Manager Services to vote YES on any ballots on behalf of Library-operated properties in the proposed Downtown PBID area.

FISCAL IMPACTS OF RECOMMENDATION

Upon approval of the PBID and the setting of assessments, payments would be due from non-property tax-paying entities such as the City at roughly the same time as other business and non-profit entities. For City-owned property, the City's proposed annual assessment for the first year would be approximately \$105,019, of which the Library's portion amounts to \$14,557. The City portion of the assessment is approximately 8.7% of the PBID's overall assessment budget. The Library portion of the assessment will need to be budgeted from the operating budget and incorporated into the appropriate budget cycles as an ongoing expense. The PBID board would have the authority to raise assessment rates as much as 5% per year to keep pace with the consumer price index and other program costs.

CURRENT SITUATION AND ITS EFFECTS

A Property and Business Improvement District (PBID) has been proposed for Downtown Berkeley. Michael Caplan, Manager of the City's Office of Economic Development, is recommending City



participation in and approval of the district. According to the Mr. Caplan, "Under California law, the process for creating a PBID begins with petitions submitted by the owners of property that would be assessed. The district is formed after a majority of petitions to form the district, weighted on the basis of one vote per dollar of assessment, are signed."

The proposed Downtown PBID will be a benefit assessment district that provides a special set of services to properties located within the District boundaries; the District will encompass the core of the Downtown area focused along the Shattuck and University Avenue corridors, including the Central Library at 2090 Kittredge between Shattuck and Milvia. Among the advantages of the new district, are plans to provide environmental enhancements (i.e. clean, safe and beautification) and economic enhancements (i.e. business recruitment and retention, marketing), above and beyond those currently provided by the City. According to the City's Office of Economic Development staff, this approach has been used successfully in downtowns throughout California and the nation, helping to improve sales, occupancies and property values. The item is scheduled to be considered at the December 14, 2010 City Council meeting for discussion and possible approval.

Services / Financing and Budget

The intent of the PBID is to finance services that will stabilize and improve the Downtown environment and experience for workers, visitors and residents. Services will include:

- Ambassador teams to enhance both the reality and perception of public safety, welcome and assist Downtown pedestrians and connect street populations to social services and other appropriate resources;
- Cleaning teams that provide litter and graffiti removal, steam cleaning and other services to maintain a uniform standard of cleanliness throughout Downtown; and
- Beautification, including streetscape improvements, landscaping and signage, to make Downtown more attractive;
- Programs to attract, grow, retain, and incubate new businesses;
- Parking advocacy initiatives to better manage existing parking and plan for future needs;
- Marketing and special events to help existing businesses by inviting consumers to Downtown; and
- Leadership on policies to improve the Downtown business climate.

The downtown Business Association has produced a four-page summary of the new program and its details (Attachment 2). The City council is scheduled to discuss and take action on this item mid-December.

Key Points:

- Properties with residential, government and nonprofit uses will pay a lower rate. The lower rates are based on differential benefits each class of use will receive. Nonprofit and government properties will not gain the full benefit from environmental services as compared to commercial and residential properties, and their assessments are also adjusted accordingly.
- The PBID will not replace any pre-existing general City services.
- The PBID Owners' Association will assume the current role of the Downtown Berkeley Association as a governing structure.



- The proposed District would have a five-year life beginning January 1, 2012. Any subsequent renewal of the District would require a new management plan, petition and mail ballot process.

BACKGROUND

The Downtown Berkeley Association (DBA) undertook a Strategic Action Planning process in 2009, to chart a change in direction for the 20-year-old organization. The result was a priority-based budget with a detailed scope of services, and a strategy for implementation. The next steps were to secure funding to implement their plan; as a result a Property-Based BID was pursued.

The intent is for the additional Property-Based BID funded services to augment, not replace, the City's existing level of "baseline" services. The City's Office of Economic Development believes "this private/public partnership will generate significant new resources for Downtown revitalization on an ongoing basis that has could potentially have a positive transformational effect on the physical and economic health of the Downtown area. The City contribution will leverage substantial University and private sector dollars at a ratio of 11 to 1."

Attachments:

- 1: Resolution
- 2: DBA Summary



**BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Attachment 1

RESOLUTION NO. 10-XXXX

AUTHORIZE THE CITY MANAGER TO SIGN A PETITION APPROVING IMPLEMENTATION OF A DOWNTOWN PROPERTY-BASED BUSINESS IMPROVEMENT DISTRICT ON BEHALF OF LIBRARY-OPERATED PROPERTIES, AND IN THE EVENT THE PETITION IS SUCCESSFUL, TO VOTE YES IN THE SUBSEQUENT BALLOT PROCESS ON BEHALF OF LIBRARY-OPERATED PROPERTIES

WHEREAS, under the provisions of Proposition 218 in the California Constitution, government agencies receiving benefit must pay assessments in Property Based Business Improvement Districts (PBID) and other special benefit districts, just like private property owners; and

WHEREAS, the Downtown Berkeley Association (DBA) undertook a Strategic Action Planning Process; and

WHEREAS, the DBA Board developed and approved a PBID Management Plan and are now moving forward with a petition process to authorize a ballot that would establish a new Downtown PBID; and

WHEREAS, the Board of Library Trustees, has control and management of the Library and disposition of funds for the purpose of operating the library per Chapter 3.04 of the Berkeley Municipal Code.

NOW THEREFORE, BE IT RESOLVED by the Board of Library Trustees, of the City of Berkeley that the City Manager is authorized to approve and sign the "Preliminary Petition to Form the Downtown Berkeley Property-Based Business Improvement District" document on behalf of Library- operated properties in the proposed Downtown PBID area.

BE IT FURTHER RESOLVED that in the event the petition is successful in triggering a ballot process to establish a Downtown PBID, the City Manager is authorized to vote YES on any ballots on behalf of Library-operated properties in the proposed Downtown PBID area.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on December 8, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Susan Kupfer, Chairperson

Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees

**DOWNTOWN BERKELEY
PROPERTY-BASED BUSINESS IMPROVEMENT DISTRICT (PBID)
MANAGEMENT PLAN SUMMARY
(November 2010)**

The proposed Downtown Berkeley Property-Based Business Improvement District (PBID) will be a special benefit assessment district that conveys special benefits to the properties located within the district boundaries. As described in this plan, it is proposed that the PBID will provide environmental enhancements (i.e. clean, safe and beautification) and economic enhancements (i.e. business recruitment and retention, marketing, and parking initiatives), above and beyond those provided by the City of Berkeley. This approach has been used successfully in downtowns throughout California and the nation, helping to improve sales, occupancies and property values.

Location: The district will encompass the core of the downtown area focused along the Shattuck and University Avenue corridors. The downtown service area is roughly bounded by Oxford and Fulton Streets to the east, Durant Avenue to the south, Milvia Street and Martin Luther King Jr. Way to the west and Hearst Avenue to the north. Along the Shattuck Avenue corridor, the service area will include Delaware Street to the north and Dwight Way to the south. A map of the proposed PBID is attached.

Improvements & Activities: ***A Welcoming, Attractive and Economically Vital Downtown:*** The PBID will finance services and improvements that will stabilize and improve the downtown environment and experience for workers, visitors and residents. Services will include:

- **Environmental Enhancements**, including:
 - a) Ambassador teams to enhance both the reality and perception of public safety, welcome and assist downtown pedestrians and connect street populations to social services and other appropriate resources;
 - b) Cleaning teams that provide litter and graffiti removal, steam cleaning and other services to maintain a uniform standard of cleanliness throughout downtown; and
 - c) Beautification, including streetscape, landscaping and signage, to make downtown more attractive.
- **Economic Enhancements**, including programs to attract, grow, retain, and incubate new businesses; parking initiatives to better manage existing parking and plan for future needs; marketing and events to help existing businesses by inviting consumers to downtown; and leadership on policies to improve the downtown business climate.

Method of Financing: Levy of assessments upon real property that benefits from improvements and activities.

Budget: Total district assessment budget for its first year of operation is **\$1,207,500:**

Activity	Annual Budget
Environmental Enhancements	
• Clean & Safe Program	\$ 750,000
• Beautification	\$100,000
Economic Enhancements	\$ 200,000
Management & Administration	\$ 157,500
Total	\$ 1,207,500

Cost: Annual assessments are based upon an allocation of program costs within two benefit zones and a calculation of land plus building square footage within each zone. Two benefit zones, “Premium and Standard”, are proposed with two different levels of service. The “Premium” service zone encompasses the area of highest intensity of use and will receive more services. Environmental services (i.e. improved cleaning, enhanced safety and beautification) will be twice as frequent in the “Premium” zone as in the “Standard” zone. Economic enhancements (i.e. business recruitment and retention and marketing) will be distributed equally throughout the district.

Properties with residential, nonprofit and government uses will pay an adjusted rate. Residential properties will fully benefit from environmental services, but they will not benefit from economic enhancements and their assessments will be adjusted accordingly. Nonprofit and government properties will not gain the full benefit from environmental services as compared to commercial and residential properties, and their assessments are also adjusted accordingly.

Estimated annual maximum assessment rates for the first year of the district are as follows:

<i>Estimated Annual Assessments</i>	<i>Estimated Annual Rate Lot + Building Sq.Ft.</i>
Premium: Commercial	<i>\$ 0.1931</i>
Standard: Commercial	<i>\$ 0.1210</i>
Premium: Residential	<i>\$ 0.1443</i>
Standard: Residential	<i>\$ 0.0722</i>
Premium: Nonprofit/Government	<i>\$ 0.1082</i>
Standard: Nonprofit/Government	<i>\$ 0.0541</i>

Cap: Annual assessments may increase up to 5% per year. The determination of annual assessment rates will be subject to the review and approval by the board of directors of the PBID Owner’s Association, which will be the Downtown Berkeley Association.

City Services: The City of Berkeley has established and documented the base level of pre-existing City services and has evidenced its intention to continue to deliver and/or pay for these services if a PBID is formed. The PBID will not replace any pre-existing general City services.

District Governance: The PBID Owner's Association will be the Downtown Berkeley Association with a reconfigured board of directors consisting of a majority of property owners that pay assessments within the District. The PBID Owner's Association will determine budgets, assessment rates and monitor service delivery.

Existing BID: Creation of the PBID will replace and result in the elimination of the existing business license BID.

District Creation: District creation requires submission of petitions signed by property owners in the proposed district who will pay more than 50% of total assessments (i.e. petitions must represent more than 50% of the amount to be assessed). Petitions are then submitted to City Council and a mail ballot is sent to all affected property owners. The majority of ballots returned, as weighted by assessments to be paid, must be in favor of the PBID in order for City Council to approve it.

Duration: The district will have a five-year life beginning January 1, 2012. Any subsequent renewal of the District will require a new management plan, petition and mail ballot process.

**A complete copy of the Downtown Berkeley
Property-Based Business Improvement District (PBID) Management Plan
is available from the Downtown Berkeley Association,
at 2230 Shattuck Avenue, Suite C, Berkeley CA 94704
Or by contacting John Caner at (510) 549-2230 or jcaner@downtownberkeley.org**





BERKELEY PUBLIC LIBRARY

DISCUSSION CALENDAR

December 8, 2010

TO: Board of Library Trustees
FROM: Dennis Dang, Administrative Services Manager
SUBJECT: BIENNIAL BUDGET DEVELOPMENT – FY12 & FY13

INTRODUCTION

The purpose of this report is to provide information regarding the development of the biennial library budget for fiscal years 2012 and 2013.

BACKGROUND

The City of Berkeley develops its budgets on a two year or biennial budget cycle, which currently involves development of budgets for fiscal years 2012 and 2013. This year's biennial budget began with the release of a set of preliminary instructions from the City's Budget Office that constitutes basic conceptual guidelines designed to synchronize and harmonize the process across city departments. Budget development is further impacted and refined by the priorities, either completed, in process, or newly established by the Board of Library Trustees, the managing authority for the Library pursuant to BMC Section 3.04.050(A).

To date, the City has released a draft calendar along with generalized instructions positing 3% yearly reductions in both years to the General Fund, and for special revenue Funds a charge that expenditures not exceed revenues. Although the Library may operate independently of these instructions, the Library nonetheless shares in the goal of the City that it's Funds operate in balance, and attempts to build its budget in step with the City to allow for consolidation and presentation before the City Council.

The biennial budget for FY 2010 and FY 2011 was developed during a period of high uncertainty; this instability continues into this new budget cycle. The recently adopted California state budget did not sufficiently address the state's overall budget situation causing the City to take a cautious stance regarding revenue projections and the possibility of additional state induced take-aways. The Library, although foreseeing little direct impact from a worsened state budget due to the relatively minimal share of overall funding support received from the state nonetheless shares in the City's caution. A fundamental goal throughout the last biennial process was, and continues into this current undertaking, in preserving the long-term fiscal health of the Library through the containment of expenses and the maintenance of revenues.



CURRENT SITUATION AND ITS EFFECTS

The Board of Library Trustees as the managing authority for the Library sets the operational and strategic priorities for services and programs. These may be continuing or newly established priorities. For the FY 2010 and 2011 biennial budget the board established the following five priorities:

- Confirm stability of operating budget and plan for future operational needs -- including establishing / maintaining a balanced budget
- Implement renovation program (Measure FF)
- Implement strategic plan – maximize effectiveness of services
- Research and report on evolving self-check technologies
- Pursue establishment of a reserve fund

These fiscally prudent priorities should be considered for continued inclusion into the two-year budget cycle, with modifications as necessary. For example the strategic plan is scheduled to continue through 2011 and may be extended one-year with updates through 2012. Additional priorities that may be desired for inclusion is to increase the CIP (Capital Improvement Program) budget -- the Central Library while renovated in the last decade is a complex operation which requires dedicated maintenance and attention to continue to operate efficiently and effectively.

Direction from the board on the budget priorities for the two-year budget cycle will directly assist staff in developing draft budget recommendations.

Library Tax Fund

The Library Tax Fund is the repository for almost all personnel expenses incurred by the Library. During this biennial period material increases are expected from 1) higher medical rates of 12.75% in FY12 (based on Kaiser), and a projected rate rise of 15% in FY13; 2) dental costs growing at 10% per fiscal year; and 3) multiple year increases to the CalPERS retirement contribution rates beginning in FY12 as a consequence of the “smoothing” formula for contributions adopted by CalPERS to incrementally phase in the impact of investments losses realized in 2008-2009. Cost of living adjustments to the baseline personnel budgets will be consistent with the associated Memorandum of Understanding agreement as applicable to FY12; with all Library bargaining units scheduled for negotiations in FY13. On the non-personnel costing side the Library is looking at holding expenses at current levels.

Any effort to satisfy the board’s priority of stabilizing the Library’s budget and addressing future operational needs primarily becomes an issue focused on the Library Tax Fund due to its overwhelming share of revenues and expenditures – in FY10 excluding Gift and Measure FF Funds – Library Tax Fund revenues represented 98.5% of total receipts while costs charged to the Fund reached 98.3% of total Library expenditures. In fiscal years 2009 and 2010, through a combination of personnel and non-personnel expenditure reductions, utilization of other Funds’ balances for targeted costs’ coverage, as well as higher tax receipts the Library Tax Fund ended with a surplus increasing the Fund’s ending balance.

Implementation of the defined seven strategic goals and their fifteen associated strategic initiatives and activities has proceeded forward from the phasing matrix presented to the board in December 2009. Major achievements realized during fiscal years 2010 and 2011 have been



the creation and approval of a system-wide “Collection Development Policy”, completion of phase two of the Central Library Space Planning Project, significant advances with the Measure FF bond projects, implementation of comprehensive staff training/recruitment/retention programs, and enhancement of the Library’s electronic resources via the Library web site and catalog interfaces.

As mentioned above, inclusive to implementing the strategic plan staff development has been incorporated as a fully integrated and continuing component of Library operations. The Library broadly defines its commitment to staff development to encompass professional and leadership skills as well as staff health and wellness. A variety of programs have been undertaken to maximize the benefits to all staff, and an individual’s interests, to include traditional course-based training lectures, shadowing assignments, exercise and meditation participation classes, and nutrition and healthy cooking demonstrations.

After extensive research by staff that began in 2009, an RFP process that included vendor demonstrations was undertaken in February 2010 to replace the existing CheckPoint/3M Self Check & Materials Security System. Vendor selection was completed in October 2010. Implementation of the new self-check system will begin immediately of which staff expects to have complete in FY12 pending the re-opening of the branches under construction. The termination of the 3M contract is tracking as required.

To meet the strategic objective of enhancing the Library’s Web resources in regards to augmenting the user interface (user friendliness) and improved access to the Library’s subscription databases, in December 2009 the Library put in place the Innovative Interfaces “Encore Discovery” platform. Since then, usage of the five databases featured in the Encore system has increased 50%. Additional initiatives in this area include the in-house development of a renewed Berkeley Information Network (BIN) – a database of community organizations maintained by staff. The newly designed system for BIN features a greatly improved user interface and a more efficient workflow procedure designed to assist staff in maintaining this unique Library resource. The Library’s presence on the Internet continues to provide the Berkeley community with essential access to a broad menu of valuable informational resources, as well as a tool for accessing Library services and programs, including e-mail reference, book renewals and requests, computer reservations, and comprehensive information on the Branch Improvement Project.

The strategic plan’s Circulation Workflow project has produced a drastic change in the physical layout of the circulation workroom. A new sorting desk was designed and installed, several large fixtures have been relocated, and a significant portion of shelving has been removed. These changes and improvements have helped to streamline the flow of materials through the workroom. The next phase of the project, which bears no financial commitment, involves a “shelving committee” – since convened – to undertake an evaluation of the department’s daily processes. Scheduling, organization of time and materials, are among the myriad of factors that will be considered for improvement and fine tuning.

For several years the Library has contemplated establishing a reserve to cover either partially or in full expected and unforeseen expenditure events. The Library remains committed to this goal once its operations are placed on surer financial footings.



Gift Fund

The Gift Fund includes monies accumulated through the donations from the Berkeley Public Library Foundation, the Friends of the Berkeley Public Library, donations from individuals; and in dedicated support of children's programs at the Library, the Alice Meyer Trust Fund and the Max Delaware-Niedorf Fund.

Currently, general funds from the Gift Fund are supporting implementation of phase two of the Central Library Space Planning Project which involves a reorganization and shifting of collections and service points on the first, second, and third floors of the Central Library. Implementation of phase two actions commenced following BOLT authorization in July 2010 and include the creation of a periodicals browsing area with new display shelving, soft seating, and tables for laptop users; consolidation of the public computers to the second floor to improve the ability of staff to assist users; a shifting of adult non-fiction books to improve public access to the collection; and a repositioning of the Information and Checkout Desks to provide an enlarged and enhanced area for popular materials display with rearranged and new shelving organized for improved browse-ability. Project completion is anticipated for early 2011.

All Other Funds

All Other Funds comprising 1.5% of revenues and 1.7% of expenditures in FY10 (excluding Gift and Measure FF Funds) is made up of funding from California State Library administered programs such as the Public Library Fund, the California Library Literacy Services program, the Library Services and Technology Act, and the Direct Loan and Inter-library programs. At this time, the Library projects no material reductions to state library funding during fiscal year 2012, and given the All Other Funds share of the Library's budget minimal impact to operations into FY13.

Measure FF Fund

The branch improvement program is in the midst of its implementation and is projected to continue for another two years. Importantly, it continues to be on schedule and on budget. The two scheduled bond sales, one in April 2009 and the second in July 2010 have been completed. The second and final series sold at a premium yielding the full allowable \$16M in proceeds possible. The library director provides monthly program updates and information to the library board. Library board agenda packets are available on the Library's website.

FUTURE ACTION

The Library remains committed to eliminating its operational deficits in a measured and incremental way through effective resource utilization, considered expenditure reductions and maintenance of its revenue sources.

Biennial budget progress reports and workshops will be conducted with staff and the board per the attached calendar.

Attachments:

1. *Biennial Budget Calendar*



ATTACHMENT 1

**FY 12/13 Biennial Budget
Draft Calendar**

October 4, 2010 – BOLT FY10-Ending Report

November 10, 2010 – BOLT FY11-1Q Report

November 19, 2010 – Internal Staff Workshop

December 8, 2010 – BOLT Information Report & initial discussion of budget priorities

January 12, 2011 – BOLT Action to adopt budget priorities for FY 11 &12

January 2011 (TBD) – Internal Staff Workshop

February 9, 2011 – BOLT FY11-2Q (mid-year) Report

March 9, 2011 – BOLT Workshop

April 2011 (TBD) – Internal Staff Presentation

May 11, 2011 – BOLT Recommendations on Draft Budget

June 8, 2011 – BOLT Recommendation to City Council



BERKELEY PUBLIC LIBRARY

INFORMATION CALENDAR

December 8, 2010

TO: Board of Library Trustees

FROM: Donna Corbeil, Director of Library Services

SUBJECT: DECEMBER 2010 MONTHLY BRANCH IMPROVEMENT PROJECT REPORT FROM LIBRARY DIRECTOR

INTRODUCTION

Every month the Library Director gives the Board a report on branch improvement activities and updates from the previous month.

FISCAL IMPACT

This report will have no fiscal impacts.

SUMMARY OF WORK

Meetings held during this reporting period include:

- Weekly project meetings facilitated by the KCEM project manager, Steve Dewan or Bob Fusilier
- Meeting with City's Planning Department and architects as needed

COMMUNICATION

Staff continues to prepare and distribute paper and e-mail announcements for community meetings and BOLT meetings involving branch bond projects. Banners for community and BOLT meetings where design presentations and discussions will occur are hung at the branch to advertise the meeting location, date and time. In addition, displays have been set up at each branch and the Central Library showing the most recent design and providing project update summary sheets.

An FAQ is underdevelopment for each project, to be posted on the webpage, responding to comment sheet questions and requests for more information on aspects of the projects. These comments are posted at the branches.



FISCAL

None.

OTHER CITY AGENCIES, BOARDS AND BODIES

CoB City Council

Use Permits for the Claremont and North branch projects granted by the Zoning Adjustment Board (ZAB) in July have been appealed. The Library has been notified that these appeals will be heard by the City Council at the regular meeting of Tuesday, December 7, 2010.

Planning and Development

Information regarding environmental impact analysis (CEQA / EIR) undertaken by the CoB Planning and Development Department staff related to library projects may be available on the City of Berkeley website at: <http://www.ci.berkeley.ca.us/ContentDisplay.aspx?id=362>

Postings are managed by the Planning Department and may be accessed via their page on the CoB website when available for public review.

PROJECT UPDATES

Public Art Process Update

Sixteen artists responded to the panel's invitation to submit letters of interest and qualifications for the North Branch and Claremont Branch public art projects. The Arts Panel met on Tuesday, October 26, 2010 to review the artists' submissions, discuss their general qualifications and the appropriateness of their work, compile total ranking scores for each artist and to select the three finalists for each branch.

The six finalists selected for North Branch are Marion Coleman www.marioncoleman.com, John Wehrle www.troutinhand.com, and Lena Wolff www.lenawolff.com and for Claremont Branch are Eric Powell www.ericpowell.com, David Ruth www.davidruth.com, and Nina Zurier and Pat Bruning www.ninazurier.com and www.bruningdesign.com.

The Finalists have received their honoraria and have six weeks to put together a proposal for the Panel to study and make its final selections. The Consultant will be meeting with each artist during this period to help focus the artists' concepts, and to begin to develop a set of preliminary specifications for materials, dimensions, coordination with the architectural design, installation details and schedule and to be sure that the artists will have as complete an understanding as possible of the context and construction constraints that they will be working with, once a final contract and commission is awarded.

The project timeline outlined in the RFQ has been adjusted because of the holiday season and to allow for the artists to develop a final presentation for the Panel's next meeting scheduled for Thursday, January 6, 2011.

Final presentation materials will include material samples that accurately represent the finished work that the artist is proposing; a color sample board; a scale model / maquette or rendered drawing with appropriate details; a detailed project budget; and, written statements or comments that will help to clarify the artist's proposal, which will be delivered to the appropriate Library



Branch by Saturday, noon, December 18, 2010. These materials will be publicly displayed for approximately six to eight days.

Each Finalist will be allowed up to 20 to 25 minutes for a presentation to the Panel at the January 6th meeting, and will have approximately ten minutes for further questions from the Panel and clarifications. Presentation will be followed by a Panel discussion and final decisions to recommend to the Library board.

At the Regular BOLT meeting of Wednesday, January 12, 2011, approval to incorporate the selected designs in to the projects will be discussed and considered for approval. Commissions to the two selected artists will follow in the form of executed contracts.

Project Labor Agreement (PLA)

The Board has discussed the prospect of agreements for the branch construction projects. On several occasions Trustee Burton reported on best practices in the Bay area, while Dennis Dang, the Library's Administrative Services Manager reported on city practices related to local purchasing and hiring guidelines in place. The City Manager's Office is the lead on negotiations that may be conducted related to this matter.



BERKELEY PUBLIC LIBRARY

INFORMATION CALENDAR

December 10, 2010

TO: Board of Library Trustees
FROM: Donna Corbeil, Director of Library Services
SUBJECT: DECEMBER 2010 MONTHLY REPORT FROM LIBRARY DIRECTOR

INTRODUCTION

Every month the Library Director gives the Board a report on Library activities and updates from the previous month.

FISCAL IMPACT

This report will have no fiscal impacts.

PROFESSIONAL ACTIVITIES

The annual California Library Association conference was held in Sacramento, in November with the theme, "Navigating the New, Changing the Future Together". Several staff attended, a summary report is attached. (attachment 1)

PROGRAMS, SERVICES AND COLLECTIONS

The tool Library was in the news twice recently, a wonderful article in the SF chronicle and Making a Wish Come True; and the online journal *Berkeleyside* <http://www.berkeleyside.com/> picked up the SF article which resulted in additional publicity for the program.

Kudos to the staff of the Tool Lending Library for working with the Greater Bay Area Make-A-Wish Foundation by lending tools to a local volunteer patron to assist in building a tree house for a Berkeley wish child. The Make-A-Wish Foundation *grants the magical wishes of children with life-threatening illnesses and believes that life can be measured in memories and not just in years* --and here's to many wonderful tree house memories.

<http://picasaweb.google.com/JohnHenryLionheart/DonorSlideshow?feat=email#slideshow/5531091504460582002>



Children's Services

Ready to Learn Fun Fair was a Great Success! (November 6, 2010, 10am-1pm)

Berkeley Public Library had a table staffed by Alan Bern and former BPL librarian and current Intermittent Elizabeth Overmyer. It was a great outreach opportunity. This year's event was really hopping, compared to last year's. Alan took a lot of photos, including Darryl Moore and Supervisor Keith Carson who hosted the event. Elizabeth and Alan talked to at least 100 people, many promised to fill out comment forms on the Branch Improvement Program, especially West since the Ready to Learn Fun Fair takes place at Rosa Parks School in the West neighborhood. Dozens of bookmarks were produced – thanks to Children's Services for the setup – handprints from the various inkpads and markers were especially popular both on the bookmarks and on the table! According to the organizers, this year's Ready to Learn Fun Fair was a very successful event, with over 300 attendees and 22 resource tables. Everyone did a great job of providing interactive activities for the children and informative resources for parents. Check out the Fair's video and pictures online:

- Video of the event from Good News in Oakland: www.youtube.com/watch?v=I0gHUjQLUdg
- Photos on Facebook: www.facebook.com/album.php?aid=86613&id=1082350206&l=062403286d

Adult Services

Berkeley Public Library's Community Relations Librarian Alan Bern has initiated a program series *Local Places...Sacred Spaces...* to showcase local treasures, some of which may be less known than they should be. With the help of funding from the Friends of the Berkeley Public Library, this series will explore local organizations, individuals, and physical spaces. First up was a reading from the anthologies of Fearless Books on Saturday, November 20, from 2 - 4 pm, in the Central Library 3rd floor Community Meeting Room. Fearless Books, a daring and independent Berkeley literary publisher founded in 1997, publishes fiction, poetry (including a new venture, the Fearless Poetry Series). Around 50 attendees enjoyed selected readings from Fearless anthologies of poetry, nonfiction books, and novels. A spirited Q&A and refreshments followed the reading. Another collaboration of Berkeley Public Library and Fearless Books will take place in Spring 2011, a Berkeley-related poetry reading by local poets.

On Saturday, January 8, 2011, 2pm in the Central Library's 3rd floor Community Meeting Room: *THE HEIGHTS OF INSPIRATION: Sacred Mountains of the World*, An Illustrated Presentation by Edwin Bernbaum and *TERRACES*, a preview of a dance/poetry collaboration presented by *PACES, dance and poetry fit to the space*.

Also coming up in the Spring:

- Central Library's 3rd floor Community Meeting Room, Sunday, April 3, 2011, 2pm, Laura McCreery on her newly released book *Living Landscape* (<http://www.livinglandscape.net/>).
- Berkeley Pathwanderers with a presentation on local paths (berkeleypaths.org/) along with local parks activist, philosopher, and Environmental & Sustainability Planner John Steere talking about local sacred spaces.

FACILITIES/ OPERATIONS & PERSONNEL

PERSONNEL

Recruitment

Recruitment closed for the Supervising Librarian vacancy in the Central Library, Art & Music Section and the Youth Services Division Manager vacancy. Interviews will be scheduled in December and January.



ATTACHMENT:

1. Report on CLA conference attendance

Annual CLA conference – Staff reports

From Alan Bern

- Alan Bern participated in the program **California One-Stop Career Centers and Disability Program Navigators: Helping Librarians Improve Job-Seeker Support** along with another librarian and representatives from the Disability Program Navigator program and the California One-Stop Career Centers to present Berkeley Public's collaboration with local nonprofits in the area of job-seeking (accomplishments and lessons learned) as well as our related programs for disabled and access-challenged users.
- Along with Ann Hotta, Alan Bern attended **Providing Inclusive Early Literacy Services**, a wonderful program about how to offer universally-designed storytime, a collaboration of the San Jose Public Library and the Santa Clara County Office of Education's *Inclusion Collaborative*. After discussing with Library Services Manager Joy Shiohita, Alan will follow up to help organize a meeting to further explore issues raised with our Children's Service, the San Jose Public librarians, and the Bay Area Disability Services Librarians in Spring 2011.
- During his time in the Exhibits, Alan Bern was the winner of the 1-year free subscription to Career Cruising, which we will try out: www.careercruising.com.
- Alan Bern attended several presentations by several futurists. These nonlibrarian presenters were charming, but not as memorable as they could have been. I enjoyed more the dialogue of California State Librarian Stacy Aldrich and ALA President Roberta Stevens. Ms. Aldrich hopes to engage Jeff Bezos in conversation about Amazon's unwillingness to allow libraries fair use access to many ebooks. I look forward to that news!

From Ann Hotta, Central Children's Library

I attended an interesting and timely program given by staff from San Jose Public Library about doing storytimes for children with special needs. At the Vineland Branch Library at SJPL, one storytime a month out of the regular, weekly Saturday storytime is advertised as an "inclusive" storytime. All children, whether they have special needs or not, are welcome to come to these sessions. Simple adaptations that make storytimes more open and "user friendly" for special needs children include posting a schedule of the storytime's activities, distributing pictures taken from the books that children can manipulate at the proper moment in the story, and using carpet squares for seating so that each child's sitting space is defined for the child. The storytimes also use "Big Books" (oversized editions of picture books, usually about 18"-20" tall) that have been laminated, and a supply of "figet toys" (small manipulative toys) are made available for children to hold.

In the exhibit hall, I also saw the Play and Learn Islands (PAL) that have been developed by Rancho Cucamonga Public Library. The Islands are 4' x 8' mobile units that provide a play space within the library. One island, for example, includes toys that allow children to explore light and color. Another island is a big "sand" box (using artificial sand made of acrylic) with objects embedded in the sand that children can dig up. At the session about the PALs, I learned that they were developed with the help of a grant, and that until June 2011, they can be borrowed by libraries (shipping is free) for a period of two months. Erica Glenn, Senior Librarian at BPL, is investigating the possibility of borrowing one of the PALs for the Central Library.

From Andrea Mullarkey

Privacy & Social Media

The slides from this session can be found at: <http://www.madlibrarian.net/?p=519>

- Social norms around privacy are changing, but privacy isn't completely gone. It is becoming more complicated to maintain privacy.
- Educate patrons about the kinds of information not to share online. We have a role in teaching users how to adjust privacy settings and protecting their information.

Career One-Stop Career Centers & Disability Program Navigators

- One-stop career centers are state funded but run on a business model stressing service.
- In many places one-stop centers have brought partners into the center making it truly a one-stop: outreach librarians, disability program navigators, child care, etc.
- They provide one-on-one career guidance to people at all levels of education and at all stages of the career search.
- In addition to career counseling they provide financial and digital literacy education.
- Disability Program Navigators provide referrals and guidance for people with disabilities (physical, mental & learning) to connect them with myriad programs and services available.
- We do not currently have a DPN assigned to our area, but they are trying to expand the program into Alameda & Contra Costa County depending on the availability of funding.

Moving Libraries Forward: Models for Innovation

SFPL has developed a "Services Innovation Team" tasked with being a forum for generating, receiving and processing new service ideas. They follow the 9 principles of innovation put forth by Google's Marissa Mayer: <http://www.fastcompany.com/article/marissa-mayer039s-9-principles-innovation>

Key to their success has been to build mechanisms to support and encourage new ideas. Their team meets regularly, is made accountable for innovation and is given a concrete objective. They also use a formal "Idea Incubator Form" which asks an idea submitter to tell about the idea, how it aligns with the mission or strategic plan and what resources would be required to implement it.

Grow Your Business Community: How to Attract and Serve Small Business at Your Library

Handouts can be found at: cheesetoast.net/grow_your_business

Steps for growing a small business service and patron-base:

1: Build relationships

Go out and meet business people

Introduce yourself and say what you can do

Give them a reason to come to the library

2: Train staff

Staff may say they don't know how to do business reference but they do. We already know how to find and evaluate information...just need to apply to a business setting.

Learn business jargon/buzzwords

Learn the most important resources (RefUSA, books & ebook collections, websites)

Poster Session – Shared Single Service Point

Monterey Public Library has consolidated their desks into a single service point.

- Get buy-in from staff – provide best practices, set clear guidelines for who does what and when transactions should be transferred, offer scripts for when a question needs to be handed off.

- Cross-train staff – helps people develop a deeper understanding of each other’s work and value.

From Jack Baur, Teen Services Librarian

- Won gold medal in book cart drill team -- <http://www.youtube.com/watch?v=50aUM6vWFxY>
- Gave two presentations – “Who’s Afraid of Comic Books?” and “Successful School/Public Library Collaboration (or: How to Win Friends and Take Advantage of People)”. Details and slides can be found at <http://baya.org/cla2010.html>. Was invited to give the Comic Book presentation again in Southern California in the near future.
- Had conversations with a number school librarians about the problems facing them in trying to forge collaborations with public libraries. These conversations inspired me to hijack the July 2011 BAYA meeting (which will be held at Berkeley Public Library) and host a day-long symposium on the topic.
- Deepened connections at Berkeley High School which should lead to further access and collaboration in the near future, including improving our ability to recruit for the upcoming branch renovation video project, assuming that happens.
- Attended half-day institute on Summer Reading Programming.
- Attended sessions on teen literature, teaching digital citizenship to teens, utilizing games to teach information literature, censorship, and innovative public library programming for 20-30 year-olds (which reminds me – would the library sponsor me hosting a pub quiz at The Albatross Pub? It’ll be cool, I swear!)

Library Meetings Hard to Find

As usual, Gene Bernardi "Library Trustees Rubber-Stamp Costly New RFID System" (Oct. 26 Planet) reports on important relevant-to-everyone events. Her observations are so right-on.

It's not surprising that almost no one attended the trusty Trustees' meeting on October 15 -- one can supposedly sign up to receive meetings notices/agendas of the Library Trustees **as well as the City Councilmembers**, but it is unlikely you will receive anything, or receive it in time to attend.

Helen Rippier Wheeler

CITY NEWS

Election Wrap-Up Kriss Worthington wins District 7 City Council race

In last week's city election for who would serve as Council Member for District 7, incumbent Kriss Worthington had to wait until Friday before he was declared by the Alameda County Registrar as the tentative winner. Per standard procedure, all election results are considered preliminary until they are certified by the Registrar. Election certification is expected about a month from now.

Based on the rules of the new ranked-choice voting system, Worthington was not confirmed victorious on Tuesday evening, though it was confirmed at that time that he had collected 49.69 percent of the first-choice rankings from voters – just shy of the 50 percent majority required.

As soon as second-rankings of voters were considered as part of the new system, Worthington picked up even more votes than George Beier, who finished in second place with almost 36 percent of the first-choice rankings.

In the other elections for City Council this past week, Linda Maio was elected in District 1, Jesse Arreguin was elected in District 4, and Gordon Woźniak was elected in District 8.

First annual Ricksen benefit this Sunday, November 14

On account of the recent rains, the first annual Ricksen event to benefit the Cal men's and women's tennis teams has been re-scheduled for Sunday, Nov. 14 at the Claremont Country Club.

Named for Berkeley-native sons Rupert and John Ricksen, twin brothers and tennis stars of the 1950s and 60s, the event will also honor Rupe who passed away last October.

The games begin at 9 a.m.



On Monday night, Donna Corbeil (left), event hostess Linda Schacht Gage, Council Member Linda Maio, and Library Trustee Winston Burton celebrated good news: already more than \$1 million has been raised for the Neighborhood Libraries Campaign.

R. Todd Kerr

Neighborhood Libraries Campaign raises \$1 million

More than fifty Berkeley citizens gathered on Monday evening at the home Linda Schacht Gage of Benvenue Avenue to learn about the relatively new Neighborhood Libraries Campaign, which launched officially in January. By the end of the event, Berkeley Public Library Foundation (BPLF) Executive Director David Snyder announced some very good news about the campaign: based on commitments made earlier this week, more than \$1 million has already been raised.

The group responded with a healthy amount of applause. Many of them were volunteers for Friends of the Library, an organization that has already committed \$150,000 towards the fund-raising goal of \$3.5 million by the end of 2012.

After Monday's meeting, Snyder explained that the purpose of this campaign is to raise funds from the Berkeley community that will be used to purchase the

furniture, fixtures and equipment that eventually will be installed in Berkeley's renovated branch libraries.

In 2008, Berkeley voters passed Measure FF, a \$26 million bond measure that would pay for the construction involved in renovating all four branch libraries, but laws prohibit public monies from being spent on furniture, fixtures and equipment. Hence, there is need for citizens to raise funds to make up the difference.

As executive director of BPLF, Snyder is responsible for the campaign, which he says is still unfolding. Multiple committees are participating in the overall effort – a central committee, and another committee representing each branch library.

Despite the community participation, the project is not without its detractors. At least one citizen has filed a lawsuit that may stall plans to demolish the existing South and West Branch Libraries

to make room for new and improved facilities.

Gage, who chairs the central campaign committee, said the greater purpose of the renovations and associated fund-raising is to make sure that all Berkeley residents have access to state-of-the-art facilities.

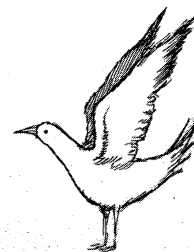
"It's not an acceptable outcome if only the North Branch and Claremont Library are improved," she said.

AC Transit bus catches fire on Shattuck Avenue

A northbound No. 18 AC Transit bus caught fire on Shattuck Avenue as it approached the intersection of Dwight Way on Monday around 12:30 p.m. No injuries were reported, however, because of swift action by the bus driver, who pulled her vehicle over to the sidewalk and removed all 20 or so passengers just moments before the flames engulfed the back of the bus.

Two engines and a ladder truck from a nearby fire station were on the scene quickly, however, it took almost 20 minutes to extinguish the flames, according to Assistant Fire Chief Rod Foster. By that time, the bus was virtually destroyed and a foul-smelling plume of smoke blew over nearby neighborhoods, causing concern for some residents.

According to an AC Transit spokesman, the accident was caused when the bus drove over and dragged an object that sparked on the road.



Farmers' markets respond to fraud

A recent expose by NBC LA found vendors at Southern California farmers' markets re-selling produce that they had not grown themselves. This has provoked customer outrage and new efforts to keep Farmers' Market free of fakes. Many markets are increasing their vigilance, and California Department of Food and Agriculture (CDFA) has initiated a series of listening sessions across the state, including one on Monday

hold Berkeley's Farmers' Markets to a very high standard."

Feldman went on to explain that a "Certified Farmers Market" certifies that the farmers have grown what they are selling. When vendors buy wholesale produce and then re-sell it at farmers' markets, they are violating California's direct marketing laws enforced by the CDFA. But the CDFA can't be everywhere.

"Some markets don't take

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Berkeley Tool Lending Library inspires others

Peter Hartlaub, Chronicle Pop Culture Critic

Wednesday, November 17, 2010



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COMMENTS (10)



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Mike Kepka / The Chronicle

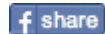
Hamid Bakhgiari, above, checks out a chop saw while Ashley Edwards gets gardening tools from Berkeley's Tool Lending Library.

A woman walks into the Berkeley Tool Lending Library with a small baby cradled in one arm and a sledgehammer in the other. It's an unusual sight for a newcomer, but Robert Young and Angel Entes don't even raise an eyebrow from behind the checkout desk.

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"We get a little bit of everybody," Young says. "We're looking at about 250 (new) signups every month, and there's no such thing as 'typical' when it comes to people using the tool-lending library."

IMAGES



[View All Images \(11\)](#)

The 31-year-old [Berkeley Public Library](#) institution - the oldest continuously running library of its kind in the nation - is more popular than ever and has helped turn the [Bay Area](#) into arguably the tool-lending capital of the nation.

Most states don't have a tool-lending library within their borders. The Bay Area has five, not including several local libraries that

lend out specialized energy-related or earthquake-retrofit tools.

The Temescal Tool Lending Library in [Oakland](#) is another thriving offshoot of the public library, which, like Berkeley, has served as a national model for other startups.

Santa Rosa has a tool library run by community members. The San Francisco Clean City Coalition is in the process of moving its popular Tool Lending Center, and the Marin Open Garden Project is in the early stages of building its library of garden tools.

Tool lending is a great fit for the Bay Area, for reasons beyond the region's quickness to embrace progressive values. Many local do-it-yourselfers want to improve their residences and yards, but don't have the money or storage space to buy the tools. The lines that often go out the door are only getting longer as the economy struggles.

Darryel Varize walked away from the Berkeley library on a busy Thursday afternoon after checking out a belt sander and a couple of clamps. The 34-year-old has been a regular for eight years, relandscaping his yard and updating his kitchen and bathroom with borrowed tools.

'Utilizing my taxes'

"I have a little one-car garage, so having all those tools would limit my real estate," Varize says. "This is my way of utilizing my taxes."

The Berkeley tool library started in 1979 in a small mobile shed with help from a block grant. Three decades later, it's a huge operation, with hundreds of carpentry, electrical, gardening, and concrete and masonry items for rental - including 30-pound demolition hammers and cement mixers that take up valuable real estate in a storage room.

The library is organized, but free space is non-existent. Plans have been made to remodel the entire South Branch Library in the next two years, and the Berkeley Tool Lending Library will double in size.

All of the local libraries have strict rules, starting with proof of residency. Young and Entes said everyone is welcome, but contractors are discouraged.

Tools are free and can be rented for up to a week in some cases, with late fees that range from \$1 to \$15 per day. Damage beyond normal wear and tear can result in fines.

The Temescal Tool Lending Library is equally busy on a recent Saturday, with a steady stream of patrons filing into the basement door in the back of the beautiful brick library building.

"Right now, drain snakes are in the highest demand," says branch manager Ty Yurgelevic, who has been at the [Telegraph Avenue](#) library since it opened in 2000. "When the rain comes, sump pumps. And in the spring, weed whackers."

Young says the highest-demand items that the library doesn't carry are power washers and chainsaws. The latter tools are absent because of sharpening issues, not safety. Every patron must sign a liability waiver before they check out tools.

No shushing

The biggest difference between the tool libraries and the traditional libraries is the noise level: No one gets shushed in the tool library, which has a vibe closer to a barbershop. Young said the other difference is that people hang out all day around the books, while the baby-and-sledgehammer crowd comes and goes quickly.

But that doesn't mean no one has any fun. More than one patron points out the personality of the librarians as a reason they enjoy coming back.

Two days after the interview, some neighbors threw a potluck garden party in honor of Young, Entes and the other Berkeley tool librarians.

"You have to have a sense of humor," Young says. "There's no reason why anyone should leave angry."

Inside: Where to find tool-lending libraries in the Bay Area. **E5**

Where to check out tools

A guide to the Bay Area's tool-lending libraries:

Berkeley Tool Lending Library: The area's oldest tool-lending library (part of the South Branch) is still thriving. The librarians are knowledgeable and quick with a joke. 10 a.m.-5:30 p.m. Tues.; noon-7:30 p.m. Wed.-Thurs.; 1-5:30 p.m. Fri.; 10 a.m.-5:30 p.m. Sat. 1901 Russell St. (at Martin Luther King Blvd.); (510) 981-6101. www.berkeleypubliclibrary.org.

Temescal Branch Tool Lending Library in Oakland: Easy to miss in the basement of a brick building that looks like it was transported from colonial Williamsburg, this library is busy, full of helpful workers and well organized. 12:30-8 p.m. Tues.; 10 a.m.-5:30 p.m. Wed.; noon-5:30 p.m. Fri.; 10 a.m. to 5:30 p.m. Sat. 5205 Telegraph Ave.; (510) 597-5089. links.sfgate.com/ZKPE.

Santa Rosa Tool Library: We visited the Santa Rosa Tool Lending Library on a day it closed early but were impressed by the beautiful house (white-picket fence) near downtown Santa Rosa that serves as a temporary location. The library has more than 300 types of tools. 5-7 p.m. Mon.-Fri., 9 a.m.-2 p.m. Sat. 525-A St. No. 3. (707) 576-0590. www.borrowtools.org.

Marin Open Garden Project: Julie Hanft of the Marin Open Garden Project (www.opengardenproject.blogspot.com) told us by e-mail that the group is in the "beginning stages" of building its library but already has fruit pickers and other tools collected from Craigslist and Marin Freecycle that can be borrowed for one week. contact@opengardenproject.org.

San Francisco Tool Lending Center: Currently not renting tools to the public, the San Francisco Clean City website says the organization that used to lend tools at 1016 Howard St. is "transitioning to a new location." Our e-mails asking for more details weren't returned. links.sfgate.com/ZKPI.

Other libraries

Silicon Valley Power Tool Lending Library: The municipal electric utility for the city of Santa Clara loans energy conservation tools (caulking guns, humidity sensors, EMF meters, etc.) to residents and businesses operating in Santa Clara. 8 a.m.-5 p.m. Mon.-Fri. 1500 Warburton Ave.; (408) 244-7283. links.sfgate.com/ZKPD

PG&E: San Francisco's Pacific Energy Center loans building-measurement equipment to people working on energy-efficiency projects. (415) 973-9945. pectools@pge.com. www.pge.com/pec/tll/.

City of San Leandro: The city checks out most of the tools necessary for residents doing a seismic retrofit. Class and retrofit permit required prior to lending. 835 E. 14th St.; (510) 577-3405. links.sfgate.com/ZKPF.

- Peter Hartlaub

E-mail Peter Hartlaub at phartlaub@sfchronicle.com.

This article appeared on page E - 1 of the San Francisco Chronicle

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teezee 6:23 AM on November 17, 2010

The tool lending library RULES! It has been a real benefit and space saver to us apartment dwellers.

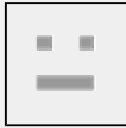
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oskidbear 8:11 AM on November 17, 2010

TOP TIP: Tell them what project you're working on (not just the tool you want) they can offer some great advice and often have specialty tools you've never even heard of...

I'm proud to say I've had TLL stamped on my Berkeley Library card since 1989...

[REPLY](#)

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iScrubpine 11:28 AM on November 17, 2010

Thumbs Up!

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“Right now drain snakes are in the highest demand”

Nov 17th, 2010
by [Tracey Taylor](#).



The Chronicle has a nice piece today about one of Berkeley’s best ideas — its [Tool Lending Library](#).

As reporter Peter Hartlaub points out, the 31-year-old Berkeley Public Library institution is the oldest continuously running library of its kind in the nation. It has spawned many imitators and, given the economy and our collective tendency to think DIY, is signing up around 250 new members every month.

The tool lending library, which is due to double its space with the scheduled renovation of the South Branch Library, is at 1901 Russell Street at MLK. Read the full story on the [Chronicle website](#).


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8 Comments

1.  *Rachel A.* says:
[November 17, 2010 at 11:50 am](#)

It was a great article. The future renovation and expansion of the S. Branch is exciting and deserved.


2.  *Voxhumana* says:
[November 17, 2010 at 11:58 am](#)

Yes, roter snakes, good to have from the tool lending library, which our family loves. Also good to know: The City of Berkeley will come inspect and clean out clogs from the curbside to your house line. Contact them first to have them attempt a clean out. This will save you lots of money. Check Yelp before hiring several contractors recommended on Berkeley Parents Network. They are unscrupulous.


3.  *TN* says:
[November 17, 2010 at 12:23 pm](#)

If a street tree sits near your sewer lateral and clogs it, the City takes responsibility for cleaning it out into your property.


We thank the honest plumber who told us this many years ago. It saved us an enormous amount of money.

4.  *Joan* says:
[November 17, 2010 at 10:58 pm](#)

Yes, the south branch neighborhood deserves a new library...and an expanded tool library.
However, a woman who does not live near that branch is suing the city to prevent the rebuilding and expansion of the branch and tool library. She thinks the building is historically valuable. In truth, it is seismically unsafe, ADA inaccessible, no fire sprinklers, too small. The neighborhood deserves as good a library as other neighborhoods, but it won't get it if this lawsuit is successful. The neighbors told the city in many many community meetings to build a new library for South Berkeley.
City council will take up the issue on December 7. If you want a new library in South Berkeley, that would be the time to show up.

5.  *Rachel A.* says:
[November 18, 2010 at 7:17 am](#)


Joan, I've heard about that and I'm trying to be at that City Council meeting. Do you have any links to the actual suit, who the plaintiff is, etc.?

6.  *Rachel A.* says:
[November 18, 2010 at 7:21 am](#)


Actually, never mind! I was able to find the source right here at Berkeleyside.com.

<http://www.berkeleyside.com/2010/07/28/south-branch-library-demolition-opposed/>

So thank you, Berkeleyside.com!

7.  *Friend of Libraries* says:
[November 18, 2010 at 9:59 am](#)

According to the city website, the plaintiff is a woman living in District 8, east of College. BAHA has also opposed the rebuilding of the branches, but is not a plaintiff in the lawsuit. From what I understand, The Friends of the Berkeley Public Library and the Berkeley Public Library Foundation will enter the case as co defendants with the city. Several neighborhood groups, the library union, the south berkeley Y, the disabled community, teachers, librarians, library users are all considering entering as co defendants, hoping to persuade the plaintiff to drop the suit. It will cost the city and its taxpayers money and time. Could result in only the North and Claremont branches being refurbished, leaving the west and south branch neighborhoods without the libraries they deserve.
If you are concerned, write to city council by November 25, or come to the city council meeting December 7 to let the council know what you think.

8.  *Alicia* says:
[November 18, 2010 at 10:09 am](#)

Yes, Judith Epstein, of the Elmwood Neighborhood Association wants to tell the people of South Berkeley what kind of library they should have. It would appear from a quick Google search that Ms. Epstein views suing the City, for various reasons, as something of a sport. I hope City Council gets the message that the majority of people in South Berkeley support and need an earthquake safe, ADA compliant, and MUCH more appealing and appropriate library building than the current eyesore.

Leave a Reply

CITY NEWS

North Branch: a neighborhood treasure

BY MARY LUERSEN

Who said that books are dead? Not the staff or community members who patronize the North Branch of the Berkeley Public Library system. Designed by Berkeley architect James Placheck as a WPA project, this California Spanish-style building opened in 1936 in the Northbrae neighborhood, on the Alameda and Josephine Street. At that time, libraries offered patrons a quiet place to read and an opportunity to borrow books. Today, North Branch averages 26,500 monthly checkouts that include books, periodicals, CDs, videos and DVDs.

This well-loved landmark building has outgrown its physical space to house its collections and to seat its patrons. Branch Manager Rachel MacNeilly speaks excitedly of the renovation and expansion plans developed by city planners, staff, community members, and the design team.

Features of the newly renovated and expanded library will include restoration and rehabilitation of the lobby and rotunda area and its historic features to recapture its original character, including a new contemporary interpretation of the original rotunda chandelier. New light fixtures in the historic spaces will highlight the decorative ceilings and provide improved task lighting. Throughout the planning process the design team has worked closely with Berkeley's Landmarks Preservation Commission to design an addition that is sensitive to the design of the existing building, including wood-framed paired windows and a tile roof. The two-story expansion

will house a multipurpose room (available for community use) on the lower level and a new, larger teen room and staff workroom area on the main level.

"We will have full accessibility to and in the building including the restrooms," said MacNeilly. "There will be more outside bike racks, more computers and more outlets for patrons' electronic devices."

MacNeilly envisions North Branch as a "community meeting point for intelligent conversation and for information sharing." She inaugurated the North Summer Events Series that focused on local and sustainable foods. More than 80 people attended Thursday evenings in July to listen to speakers, including Nishanga Bliss, an advocate of local and sustainable foods, and Anastasia Widiarsih, owner of Indie Cakes.

"We had tablecloth tables, people brought dishes to share," said MacNeilly. "After the talks, everyone shared foods, ate, talk-

See Page 15

North Branch

From Page 3

ed and exchanged emails to share recipes." To strengthen community generational ties, MacNeilly organized a multigeneration origami-making evening, bringing together elder neighbors and new, young families who recently moved into the neighborhood.

No matter the hour, this building bustles with activity six days a week. Adults browse the new books shelves, sit wedged in at the computer tables, search for outlets to plug in laptop computers, or search the Holds shelves for their phone or online requests.

The chairs in the adult section are usually filled with readers, writers and even a few dozing patrons. Despite self check-out machines, several staff members assist patrons to check out, pay fines, get library cards and find materials.

Weekday mornings find moms, dads and nannies seated with infants and toddlers examining picture books in the children's room. Children's librarian David Howd focuses on infants and on up to 8th graders. He holds weekly readings catering to children of different ages.

"In Berkeley libraries, picture books are thriving," said Howd. "People check out armloads of them. Children's books account for 45 percent of our monthly checkouts. We offer continuity to children."

Ronnie Cohen, a nearby patron, overheard Howd and agreed. "I'm a parent whose children began coming to North Branch at age 2. David would read them books that they still remember. My kids kept coming through elementary school. Now

I have one daughter in middle school and she considers this library her home."

Will Marston, the Teen Librarian, divides his week between the Berkeley Library's North and West Branches. He's a low-key, soft-spoken presence as he chats with the young teens who are dropped off by school buses outside the entrance each afternoon. He offers them new Skater magazines and graphic novels to check out. "Artemis Fowl and The Walking Dead series about Zombies are heavily circulated," said Marston. As the Teen Librarian, Marston provides tape decks, CD players, audio books and printed texts for Earphone English. This program supports English development and improved reading comprehension for Berkeley High and King Middle school students.

Marston welcomes the remodeling that will include a larger, separate teen room with comfy chairs, and computers for games and online activities. "I want teens to have an opportunity to meet each other and enjoy the library," said Marston.

Rachel MacNeilly speaks for the entire North Branch staff as she assures patrons that library services will continue when the building closes in early 2011 for a year's reconstruction. "We will have a nearby Bookmobile," she said. "Patrons will be able to pick up materials on hold and children's story times will continue in the Bookmobile. Today's library extends beyond this building's walls. The public can download music, access databases on the Berkeley Library's website. Of course, we will always offer traditional services in person and on the phone."

Wednesday
November 24, 2010

THE BERKELEY DAILY PLANET

THE EAST BAY'S INDEPENDENT NEWSPAPER

Page One

Library Continues March to RFID, Branch Demolitions Despite Opposition and Lawsuit

By Peter Warfield (Partisan Position)
Tuesday November 23, 2010

Berkeley Public Library's Board of Library Trustees (BOLT) approved the purchase of a new RFID (Radio Frequency Identification) check-out/check-in system from a new vendor, Bibliotheca, to replace the existing system from Checkpoint, despite near-unanimous opposition from members of the public at the meeting, whose concerns included privacy threats, high cost, and potential health risks to the public and staff from radio frequency radiation.

SHARE

BOLT took the action on a unanimous 4-0 vote at a Special Meeting October 18, 2010 (Winston Burton, Abigail Franklin, Susan Kupfer, and Darryl Moore, with Carolyn Henry-Golphin absent). The Trustees approved signing a three-year contract not to exceed \$447,006, through October 28, 2013.

The Monday, October 18th Special Meeting had been called after cancellation of the regularly scheduled meeting of Wednesday, October 13. With agendas mailed late Thursday, October 14th, according to the library, a number of the members of the public on the mailing list only received notice the same day as the specially-scheduled Monday meeting. It appeared to be a very hastily called meeting with minimal advance notice, on a matter the library has been considering for well over a year.

A contract for an RFID system was signed with the vendor, Bibliotheca, on October 29, 2010.

Despite the short notice and unusual time and day of the meeting, nine members of the public spoke during Public Comment. Every member of the public who spoke to the matter of RFID opposed the system, suggesting the library obtain a barcode system instead. One member of the public did not address the issue of RFID but rather praised the library for taking steps toward fulfilling its obligations under the Nuclear Free Berkeley Act (NFBA).

The City Council on January 27, 2009, had granted the library a two-year waiver under the Act so as to allow the 3M company to maintain the library's existing proprietary RFID check-out/check-in system for just two years, with the expectation that the library would find a compliant vendor to maintain or replace the system within that time. The library wanted to give the 3M Company a contract to take over maintenance of the library's Checkpoint RFID system in 2008, when 3M became Checkpoint's exclusive provider of maintenance. However, 3M would not sign Berkeley's standard form that it would not do work for nuclear weapons during the life of the contract.

Questions remain as to the scheduling of the new RFID system's installation, and when the 3M maintenance contract for the existing system is to be terminated. The Library's plans indicate implementation is to be phased, beginning with Central, and the West and South branches. Implementation at North and Claremont branches is to occur in fiscal year 2011-2012. The latter installations would exceed the City Council's two-year waiver of the Nuclear Free Berkeley Act by four to 16 months, and raise the question of when use of the existing system and its maintenance by 3M are to be ended.

Lawsuit Against Demolitions Filed

Recently, a group called Concerned Library Users (CLU) filed a lawsuit opposing the Library's plans to demolish West Branch and South Branch library buildings. The demolitions are part of the Library's plan to replace these buildings with brand-new ones, rather than renovate and expand the branches, as provided by Measure FF, which passed in 2008.

Library publicity and studies have praised both the West Branch and South Branch library buildings for their architectural qualities. West Branch was designated by the city as a "Structure of Merit" and Berkeley Architectural Heritage Association (BAHA) is among those supporting renovation and expansion, instead of demolition.

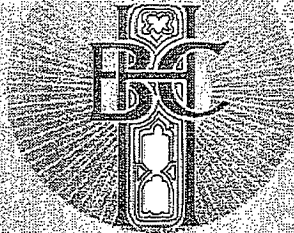
The CLU lawsuit argues that Measure FF provided funding for renovations and expansions -- not demolitions -- and that the Library's current demolition plans are not a legitimate use of the funds provided by the measure.

An appeal of the Zoning Adjustment Board's approval for the North and Claremont branch libraries' building expansions has also been filed and is scheduled to be heard by the Berkeley City Council on

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Austene Hall	Malgosia Grudzien	Erna Wheatley

PERFORMANCES
FRI - Alan Holub, improvisational pianist · Bliza O'Malley, soprano
SAT - Matthew Owens, classical cellist and composer · Jillian
Peter Brown, improvisational acoustic guitarist, alto sax
SUN - Carl Alcock, classical cellist, artist, and teacher · 4 pm

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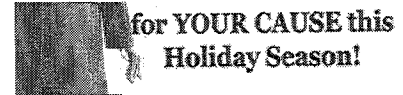
December 7, 2010. The Library's plans would expand both branches beyond the lot coverage percentages allowed prior to the recent City Council action to permanently waive the need for variances when existing library buildings are expanded or demolished and rebuilt.

The CLU lawsuit also challenges the legality of the City Council's legislation because, it says, potential environmental impacts were not adequately considered as required under the California Environmental Quality Act (CEQA).

The planned renovations to the Claremont Branch, despite a small increase in floor space, would provide less floor space for the public, according to a Planning Department memo, and would also diminish public service by drastically cutting back on existing space for books, according to library plans. The library plans for North Branch include a very substantial 77% increase in floor space, but a much smaller percentage increase in shelving for books and materials. In both instances this represents an unfortunate book de-emphasis.

*****//

Peter Warfield is Executive Director of Library Users Association and can be reached at libraryusers2004@yahoo.com. Four articles about the Berkeley Public Library's branch renovation and demolition plans have previously appeared in the Berkeley Daily Planet in May, June, and July, 2010.



Berkeleyside

News Local business Arts Food Schools Crime Government

\$1 million for branch libraries; lawsuit pending

December 1, 2010 7:00 am by Franca Dinkelspiel
News



Interior of the Claremont branch library

Just months before renovations begin on two of Berkeley's branch libraries, the Neighborhood Library Campaign announced that it has raised more than \$1 million — almost a third of its \$3.5 million goal — for the restoration work.

The funds will be used to repair the oak furniture in the Claremont and North branch libraries, buy new desks, chairs and tables, change out fluorescent lights, and acquire other equipment for the North and West branches, according to Linda Schacht Gage, the chair of the Neighborhood Library capital campaign.

"It shows that the community is behind us," said Gage.

The \$1 million came from a group of about 100 people, and the campaign will now branch out more broadly to ask for support. The Friends of the Berkeley Public Library donated \$150,000 and the filmmaker Saul Zaentz contributed \$25,000, she said. Then, in late November, one donor gave \$200,000 and another contributed \$250,000, putting the fund over the \$1 million mark. Both will remain anonymous for a while, said Gage.

But the good fundraising news is shadowed slightly by recent challenges to the city's plans to renovate its four branch libraries by 2013. A group calling itself Concerned Library Users filed a lawsuit against Berkeley in September (you can download a PDF of the nine-page filing), contending that funds from Measure FF cannot be used to tear down and rebuild the South and West branches, which the city wants to do.

Measure FF, which city voters passed in November 2008, specified the city would use the \$26 million in raised funds to "renovate, expand, and make seismic and access improvements," to the library's four branches, according to Susan Brandt-Hawley, the lawyer for Concerned Library Users. There was no wording in the measure that talked about tearing down and rebuilding the branches, she said. The group is seeking an injunction to stop the city from spending Measure FF funds on any demolition.

"The use of bond funds for demolition is contrary to the language of Measure FF," said Brandt-Hawley.

City Attorney Zach Cowan declined to speak to Berkeleyside about the lawsuit. But in June he told the Berkeley City Council that the city could not use Measure FF funds to tear down the South and West branches. Money from another city fund would have to be used, he said.

Berkeley plans to close and remodel the Claremont and North branches starting in the spring of 2011. Once they are completed in 2012, the city plans to tear down and replace the South and West branches.

Concerned Library Users is also suing the city to force it to do an Environmental Impact Report on the impacts of tearing down the South and West branches, since their demolition will affect a historic or potentially historic resource. That aspect of the suit may be settled soon because the city is in the process of finishing an EIR, said Brandt-Hawley.

Concerned Library Users was formed in August after the Berkeley City Council changed the law to only require the libraries to get a use permit, rather than a variance, for the branch library reconstruction.

The size and composition of the group is not clear. The only person whose name was attached to the group in the lawsuit is Judith Epstein, who lives in the Claremont area of Berkeley.

Gage said that Epstein has never come to express her concerns to the Library Board and she suspects that she is the sole member of Concerned Library Users. In the past, Epstein has expressed opposition to the library's use of RFID devices on books, said Gage. Those are the barcodes in books and DVDs that trace an object's whereabouts.

"The real question is: what is she after?" said Gage.

Brandt-Hawley said Concerned Library Users is a real group, but did not want to provide any details about them. "They have a right to privacy," said Brandt-Hawley. "This is a controversial matter and they want their privacy protected. It is a group. It is not just Judith Epstein. It is a group of people who care a lot about the libraries. It is inappropriate to assume it is just one person."

The group is also appealing a Zoning Board decision that the city only needed to obtain a use permit, rather than a variance, to remodel the Claremont and North branch libraries. The City Council will take up that issue at its December 7 meeting.

The bigger question for Gage, who has been deeply involved in raising funds for the Berkeley Public Library for years, is whether the lawsuit will drain funds from Measure FF money and make it difficult to finish the renovation of the branches. If money has to be spent on lawyers rather than remodeling, there might not be enough to go around.

"There is not a lot of wiggle room," said Gage. "\$26 million will not go a long way."

Leave a comment

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Tagged Berkeley Public Library, Concerned Library Users, Friends of the Berkeley Public Library, Judith Epstein, Linda Schaat Gage, Neighborhood Libraries Campaign, Saul Zaentz, Zach Cowan

Leave the first comment

Christopher Adams Architect/Planner 2701 Virginia Street Berkeley CA 94709 510 549-2701 (F) 510 849-5403

November 5, 2010

Board of Library Trustees
c/o Donna Corbeil via e-mail

Dear Board Members:

I will be out of town on November 10 but want to urge you to go forward with plans for the West Branch which will require a complete replacement of the present building. With the funds available from Measure FF this is the best and only way to proceed. The West Branch neighborhood and the Berkeley Reads program, which the branch hosts, deserve no less.

When I was first on the Library Foundation Board I prepared an article for the foundation newsletter about the plans for West using State bond monies. We featured a front-page picture of that proposal, which entailed moving and restoring the original building and adding a second story addition. I recently asked some UC colleagues how much that proposal would cost in today's dollars; the answer: over \$19 million. In a perfect world we would restore the old building; in the real world of limited resources from Measure FF, we can't.

Also while I was on the Foundation board we celebrated a gift from Bayer and other donors which enabled West Branch to acquire a new circulation desk and other furniture. One of the speakers at the celebration, a graduate of Berkeley Reads, was incredibly moving in describing what that program meant to him and his family. I still get tears in my eyes remembering him.

The library director and library staff have done an outstanding job in hiring architects, conducting public meetings, and bringing the branch projects toward construction. They deserve your continued support in this effort. Please do not let this or any other branch renovation project get side-tracked by arguments about the old building.

Sincerely,

Christopher Adams