I. PRELIMINARY MATTERS

A copy of the agenda packet and a digital recording of the meeting is accessible at http://www.berkeleypubliclibrary.org/about_the_library/bolt/bolt.php

A. Call to Order: 6:31 P.M.

Present: Trustees Burton, Franklin, Holcomb, Moore and Novosel.

Absent: None.

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

Steve Dewan, Kitchell CEM

Kirsten Cowan, Berkeley Public Library Foundation

B. Public Comments: None.

C. Report from library employees and unions, discussion of staff issues: None.

D. Report from Board of Library Trustees: None.

II. PRESENTATIONS CALENDAR

A. Kitchell CEM Update

Steve Dewan provided an update on the Branch Improvement Project (attachment 1.)

B. Berkeley Public Library Foundation Capital Campaign Update

Kirsten Cowan provided a status update on the Berkeley Public Library Foundation’s Capital Campaign.

III. CONSENT CALENDAR

Item I was pulled for Action.

Action: M/S/C (Trustee Holcomb/ Trustee Franklin to adopt Resolution# R12-048 to adopt the Consent Calendar except item I.

A. Approve minutes of July 11, 2012 Regular Meeting

From: Director of Library Services
Recommendation: Approve the minutes of the July 11, 2012 regular meeting of the Board of Library Trustees.
Financial Implications: None.
Contact: Donna Corbeil, Director of Library Services
Action: Adopted Resolution# R12-049 to approve minutes as presented.

B. Gann Override Measure Reauthorizing the Library Tax Approved in 1988

From: Director of Library Services
Recommendation: Adopt the resolution supporting the passage of the Gann Override measure on the November 2012 ballot reauthorizing the City to spend the proceeds of the Library Relief Tax that was approved by the voters in 1988.
Financial Implications: See report.
Contact: Donna Corbeil, Director of Library Services
Action: Adopted Resolution# R12-050.

C. Circulation Policy And Procedure Changes

From: Circulation Services Manager and Adult, Teen and Collection Services Manager
Recommendation: Adopt a resolution to adopt revisions to patron circulation policies, including reduced fines and fees and increased lending limits.
Financial Implications: None.
Contact: Jay Dickinson, Circulation Services Manager; Megan McArdle, Adult, Teen and Collection Services Manager
Action: Adopted Resolution# R12-051.

D. Approve Annual Report to City Council

From: Director of Library Services
Recommendation: Adopt a resolution approving the Annual Report to the Berkeley City Council from the Board of Library Trustees for the period of July 2011 through June 2012.
Financial Implications: None.
Contact: Donna Corbeil, Director of Library Services
Action: Adopted Resolution# R12-052.

E. Resolution of Gratitude to Martha Morec

From: Director of Library Services
Recommendation: Adopt a resolution expressing gratitude to Martha “Marti” Morec, who served for the Berkeley Public Library As Librarian I, Librarian II, And Senior Librarian From June 1989 To September 2012.
Financial Implications: None.
Contact: Donna Corbeil, Director of Library Services
Action: Adopted Resolution# R12-053.

F. Library Community Meeting Room Use Policy And Guidelines

From: Deputy Director of Library Services
Recommendation: Adopt a resolution adopting the revised Berkeley Public Library Rules and Regulations for Use of Library Grounds, Buildings, and Equipment for Meetings and Other Events Policy.
Financial Implications: None.
Contact: Douglas Smith, Deputy Director of Library Services
Action: Adopted Resolution# R12-054.

G. Bibliotheca Contract Amendment

From: Manager, Information Technology and Technical Services
Recommendation: Adopt a resolution authorizing the Director of Library Services to amend Contract No. 8500 with Bibliotheca for the purchase of equipment, including Automated Materials Handling systems (AMH), electronic security gates, RFID readers and services including, installation, project management, shipping, and related costs for the South and West branch libraries of the Berkeley Public Library for an amount not to exceed $145,000.
Financial Implications: see report.
Contact: Alicia Abramson, Manager, Information Technology and Technical Services
Action: Adopted Resolution# R12-055.

H. Adopt a Resolution to Apply for and Accept California State Library FY 2012/2013 Grant Funds from the California Library Literacy Services (CLLS) Program

From: Director of Library Services
Recommendation: Adopt a resolution authorizing the Director of Library Services to apply for and accept the eligible FY 2013 grant fund claim amounting to $34,170 extended by the California Library Literacy Services Grant Program to the Berkeley Public Library.
Financial Implications: None.
Contact: Donna Corbeil, Director of Library Services
Action: Adopted Resolution# R12-056.

IV. ACTION CALENDAR

Consent Calendar, Item I was pulled for Action.

I. FY12 Annual Closing Budget Report and FY13 Budget Amendment

Dennis Dang provided a summary. Discussion followed. No changes made.
From: Administrative and Fiscal Services Manager
Recommendation: Adopt a resolution amending the FY 2013 Revised Budget for all Fund entities based upon recommended re-appropriation of committed prior year funding and other adjustments totaling $11,843,597.
Financial Implications: None.
Contact: Dennis Dang, Administrative and Fiscal Services Manager
Action: M/S/C (Trustee Holcomb/ Trustee Novosel to adopt Resolution# R12-057.

V. INFORMATION REPORTS

A. Update on Branch Bond Program
B. September 2012 Monthly Report from Library Director

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

C. Status Report on Gift Fund Revenue and Expenditure From the Berkeley Public Library Foundation Toward the Foundation's Branch Library Capital Campaign Pledge

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

D. Library events

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

VI. AGENDA BUILDING

The next meeting will be a Regular Meeting held at 6:30 PM on Wednesday, October 10, 2012 at the North Branch Library, 1170 The Alameda, Berkeley.

- October 10, 2012 agenda items:
  - Chair/Vice Chair Election

VII. ADJOURNMENT

Adjourned at 7:42 p.m.

COMMUNICATIONS:

1) University Avenue Association regarding West Branch Construction.

SUPPLEMENTAL COMMUNICATIONS AND REPORTS:

1) Kitchell CEM Update on Branch Improvement Project