

**MINUTES**  
**BERKELEY PUBLIC LIBRARY**  
**BOARD OF LIBRARY TRUSTEES REGULAR MEETING**  
**Wednesday, November 14, 2012, 6:30 P.M.**

NORTH BRANCH LIBRARY – 1170 THE ALAMEDA

Board of Library Trustees:

Chair Winston Burton	Darryl Moore
Vice Chair Abigail Franklin	Julie Holcomb
	Jim Novosel

**I. PRELIMINARY MATTERS**

*A copy of the agenda packet and a digital recording of the meeting is accessible at [http://www.berkeleypubliclibrary.org/about\\_the\\_library/bolt/bolt.php](http://www.berkeleypubliclibrary.org/about_the_library/bolt/bolt.php)*

**A. Call to Order: 6:32 P.M.**

Present: Trustees Burton, Holcomb, Moore and Novosel.

Absent: Trustee Franklin.

Also Present: Donna Corbeil, Director of Library Services; Douglas Smith, Deputy Director; Eve Franklin, Administrative Secretary.

**B. Public Comments:**

1. Nell Mahgel-Friedman – spoke regarding West Branch construction project and loss of redwood tree.
2. Daniel Kosmal – spoke regarding West Branch construction project and loss of redwood tree.

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

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

1. Trustee Holcomb – The Michael Lewis talk at Central was very successful.
2. Trustee Novosel – South Branch is looking fantastic.

**II. CONSENT CALENDAR**

Item F pulled for discussion.

Action: M/S/C (Trustee Moore / Trustee Novosel to adopt Resolution# R12-065 to adopt the Consent Calendar except for item F.

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

Abstentions: None.

**A. Approve minutes of October 10, 2012 Regular Meeting**

From: Director of Library Services

Recommendation: Approve the minutes of the October 10, 2012 regular meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-066 to approve minutes as presented.

**B. 2013 Meeting Schedule for the Board of Library Trustees**

From: Director of Library Services

Recommendation: Adopt the resolution setting dates, times and locations for the 2013 regular meeting schedule for the Board of Library Trustees.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-067.

**C. 2013 Holiday Schedule for the Berkeley Public Library**

From: Director of Library Services

Recommendation: Adopt the resolution approving the 2013 calendar of holidays for the Berkeley Public Library.

Financial Implications: None.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-068.

**D. Authorization To Open The Central Library and All Branches One Hour Late To Allow Adequate Time For All-Staff Meetings**

From: Deputy Director

Recommendation: Adopt the resolution to open the Central Library and all branch libraries one hour later on January 31, May 31 and August 30, 2013 to allow adequate time for the all-staff meetings.

Financial Implications: None.

Contact: Douglas Smith, Deputy Director of Library Services

Action: Adopted Resolution# R12-069.

**E. Acceptance of Gift Funds from the Berkeley Public Library Foundation in the Amount of \$250,000**

From: Director of Library Services

Recommendation: Adopt a resolution authorizing the acceptance and allocation of gift funds received from the Berkeley Public Library Foundation given in support of the Foundation's branch library capital campaign pledge.

Financial Implications: See report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-070.

**F. Revised Library Rules of Conduct and Patron Suspension Policy**

This item was pulled for discussion. See Action Calendar.

**G. Contract: Mediatrope Interactive Studio**

From: Library Information Systems Administrator

Recommendation: Adopt a resolution authorizing the Director of Library Services to enter into an agreement with Mediatrope Interactive Studio for the provision of services for the redesign, development, and implementation of the Library's website including an integrated Content Management System for the period anticipated to extend from December 1, 2012 through December 31, 2013 in an amount projected to be approximately \$80,000.

Financial Implications: See report.

Contact: Alicia Abramson, Library Information Systems Administrator of Library Services

Action: Adopted Resolution# R12-072.

**H. Contract Amendment No. 8874: City Mechanical**

From: Finance and Administrative Services Manager

Recommendation: Adopt a resolution authorizing the extension of the City Mechanical contract to March 31, 2014 and increasing the contract value in a total amount not to exceed \$90,000.

Financial Implications: See report.

Contact: Dennis Dang, Finance and Administrative Services Manager

Action: Adopted Resolution# R12-073.

**I. Repeal of the Charging Electronic Equipment Policy**

From: Deputy Director

Recommendation: Adopt a resolution approving a policy to discontinue the Berkeley Public Library's Charging Electronic Equipment Policy.

Financial Implications: None.

Contact: Douglas Smith, Deputy Director

Action: Adopted Resolution# R12-074.

**J. Contract Amendment No. 8193: Innovative Interfaces, Inc. for the Addition of Two Data Reporting Components to Enhance Measurement Capabilities of Library Services**

From: Library Information Systems Administrator

Recommendation: Adopt a resolution authorizing the Director of Library Services to amend the existing agreement expiring June 30, 2013 with Innovative Interfaces, Inc. to allow for the inclusion of enhanced data reporting features, Reporter and the Statistical Category Table, for a total contract value not to exceed \$575,000.

Financial Implications: See report.

Contact: Alicia Abramson, Library Information Systems Administrator of Library Services

Action: Adopted Resolution# R12-075.

**K. Update To Annual Appropriation Ordinance #1 Amendment To The FY 2013 Budget**

From: Director of Library Services

Recommendation: Adopt a resolution to approve an amendment update to the FY 2013 Annual Appropriation Ordinance #1 authorized by the board on September 12, 2012 by Resolution No.: R12-057

based upon the recommended re-appropriation of budgeted FY 2012 funding in the amount of \$86,250 for the Library's share of the City of Berkeley's VoIP installation.

Financial Implications: See report.

Contact: Donna Corbeil, Director of Library Services

Action: Adopted Resolution# R12-076.

### **III. ACTION CALENDAR**

The following item was pulled from Consent Calendar for discussion.

#### **F. Revised Library Rules of Conduct and Patron Suspension Policy**

Copies of attachments 2, 3 & 4 were provided.

See From: Deputy Director

Recommendation: Adopt the resolution approving the revised Library Rules of Conduct and Patron Suspension Policy.

Financial Implications: None.

Contact: Douglas Smith, Deputy Director

Action: M/S/C (Trustee Holcomb / Trustee Novosel to adopt the resolution approving the revised Library Rules of Conduct and Patron Suspension Policy.

Action: Adopted Resolution# R12-071.

### **IV. INFORMATION REPORTS**

#### **A. Update on Branch Bond Program**

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

#### **B. November 2012 Monthly Report from Library Director**

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

#### **C. 1st Quarter FY13 Budget**

From: Finance and Administrative Services Manager

Contact: Dennis Dang, Finance and Administrative Services Manager

Action: Received.

#### **D. Library Facilities Report**

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: Received.

#### **E. Library events**

From: Director of Library Services

Contact: Donna Corbeil, Library Director

Action: None.

## **V. AGENDA BUILDING**

The next meeting will be a Regular Meeting held at 6:30 PM on Wednesday, December 19, 2012 at the North Branch Library, 1170 The Alameda, Berkeley.

- December 19, 2012 agenda items:
  - West Branch Landscape Plan
  - Strategic Plan Update
  - FY14/15 Budget
  - Bond Budget Update
- January 9, 2013 agenda items
  - Communication Plan Update
  - Diversity Report

## **VI. ADJOURNMENT**

Adjourned at 7:33 p.m.

## **COMMUNICATIONS:**

- 1) Patrick Guinan email of 10/02/2012 regarding security personnel

## **SUPPLEMENTAL COMMUNICATIONS AND REPORTS:**

- 1) Consent Calendar Item F attachments