

BERKELEY PUBLIC LIBRARY BOARD OF LIBRARY TRUSTEES



SPECIAL LOCATION

SOUTH BERKELEY
SENIOR CENTER
Multi-Purpose Room
2939 ELLIS STREET

SPECIAL MEETING
May 7, 2015

AGENDA
6:30 PM

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

I. PRELIMINARY MATTERS

- A. Call to Order
- B. Public Comments *
- 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. ACTION CALENDAR

- A. **Library Facilities Naming Policy**
Recommendation: Adopt a resolution to approve revisions to the Library Facilities Naming Policy.
- B. **Renaming South Branch Library**
Recommendation: Adopt a resolution approving the recommendation to City Council to rename the South Branch Library.

III. 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.



Wheelchair accessible. To request a sign language interpreter, real-time captioning, materials in large print or Braille, or other accommodations for this event, please call (510) 981-6107 (voice) or (510) 548-1240 (TTY); at least three working days will help ensure availability.

Please refrain from wearing scented products to public programs.

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 May 1, 2015.

//s//

Jeff Scott, 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.

* Public Comments - speakers allowed 3 minutes each



ACTION CALENDAR

May 7, 2015

TO: Board of Library Trustees
FROM: Jeff Scott, Director of Library Services
SUBJECT: REVISE THE LIBRARY FACILITIES NAMING POLICY

RECOMMENDATION

Adopt a resolution to approve revisions to the Berkeley Public Library Facilities Naming Policy effective immediately.

FISCAL IMPACT

There is no fiscal impact from this report.

BACKGROUND

The Library Facilities Naming Policy was first adopted at a regular meeting of the Board on January 11, 2012. It was subsequently revised at a regular meeting of the Board on February 12, 2014 (Attachment 2).

CURRENT SITUATION AND ITS EFFECTS

At the February 11, 2015 Board of Library Trustees (BOLT) meeting, the Library received Mr. Charles Austin's request to rename the South Branch Library after Ms. Tarea Hall Pittman. A letter was attached detailing her accomplishments as was a petition, with 1,000 signatures, to change the name. As per the Library Facilities Naming Policy, the submitted information was reviewed by staff.

At the April 22, 2015 regular meeting of the Board, after community comments and board discussion, a motion to suspend the current Library Facilities Naming Policy did not pass.

A revised Library Facilities Naming Policy is recommended to the Board for approval (Attachment 3).

FURTHER ACTION

None.

Attachments:

1. Resolution
2. Existing Library Facilities Naming Policy
3. a. Proposed Library Facilities Naming Policy (showing changes)
b. Proposed Library Facilities Naming Policy

BOARD OF LIBRARY TRUSTEES

Attachment 1

RESOLUTION NO.: R15-___

**ADOPT A RESOLUTION APPROVING REVISIONS TO THE
LIBRARY FACILITIES NAMING POLICY AS PRESENTED, EFFECTIVE IMMEDIATELY.**

WHEREAS, the Board of Library Trustees regularly and as needed sets Library policy, inclusive of the procedures and criteria for naming of library facilities and may revise these policies as appropriate; and

WHEREAS, the Library Facilities Naming Policy was previously adopted at a regular meeting of the Board on January 11, 2012; and

WHEREAS, the Library Facilities Naming Policy was revised at a regular meeting of the Board on February 12, 2014; and

WHEREAS, the Board has agreed to amend Library Facilities Naming Policy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley to approve a revised Library Facilities Naming Policy (Attachment 3b) as presented, effective immediately.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a special meeting held on May 7, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Abigail Franklin, Chairperson

Jeff Scott, Director of Library Services
Serving as Secretary to the Board of Library Trustees

**BERKELEY PUBLIC LIBRARY
POLICIES****SUBJECT: Library Facilities Naming Policy**

ORIGINAL DATE:	01/11/2012
BOLT Resolution #:	14-014
REVISED DATE:	02/12/2014
PAGE:	1

It has been the practice of the Board of Library Trustees for the Berkeley Public Library, and shall henceforth be the formal policy of the Board, to name libraries according to their geographic location in the City and/or to identify each branch facility with the neighborhood where it is located or the neighborhood it primarily serves. This policy enables patrons to easily ascertain the general location of a Library facility. While Berkeley's Central Library was originally known as "Main," our North, South, Claremont and West branch libraries have maintained their original names since the early part of the 20th century, although they have all changed locations at least once, and an "Ashby" branch was apparently merged into the South Berkeley Branch in 1927.

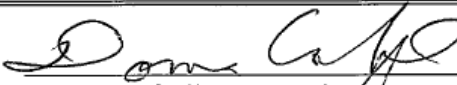
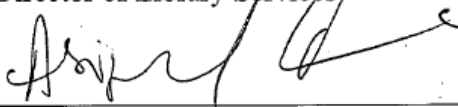
1. This policy includes the naming of rooms or other areas or features within branch libraries or within other library facilities.
2. It shall be the general policy of the Board not to name any library facility for any person, living or deceased. However, in the rare instance where there are reasons so compelling that adding the name of a person to the geographic name of a specific branch library, or to another library facility, may be appropriate, it shall be the policy of the Berkeley Public Library to not recommend the naming of any library facility for any living person, or for any person deceased less than five years. This restriction permits the Board of Library Trustees to evaluate the lifetime contributions and accomplishments of a proposed honoree, and protects from making decisions in reaction to transitory or emotional considerations.
3. The Board of Library Trustees shall recommend a change to the name of a specific branch library only where:
 - a. There must be a strong consensus among library users and, residents of the surrounding neighborhood, to change the name of the library facility in question;
 - b. The new name should avoid controversy and not carry the banner of a transitory cause, no matter how worthy, but rather, reflect the tradition and stability of the Library as an institution, and
 - c. It must be in the public interest to approve the proposed name.
 - d. A proposed honoree should reflect the spirit of the Berkeley Public Library's mission of free and equal access to information for all;
 - e. A proposed honoree is associated with a myriad of services and has dedicated a substantial amount of energy, time, resources, leadership and/or volunteer service to improve and benefit the Berkeley Public Library system or the library facility in question. The depth and breadth of the contributions must be obvious and compelling and must reflect a dedication and beneficence to the Berkeley Public Library system or the library facility in question over a great span of time.
4. Adding the name of a person to a library facility is reserved for the rare individual whose dedication and service to the Berkeley Public Library system or the library facility in question is extraordinary, unique and of the highest quality.

PROCEDURES FOR EVALUATING PROPOSALS TO CHANGE THE NAME OF A LIBRARY FACILITY

Procedures for naming or renaming a library facility or space therein is covered in, The Berkeley City Council Rules of Procedure and Order. The Board of Library Trustees is the designated 'lead commission': overseeing, evaluating, and ultimately advising the council on any naming or renaming application of a public facility, in this case library operated facilities. The city policy further states, the lead commission shall receive and coordinate comment and input from other commissions and the public as appropriate. The procedure for hearing requests is set by the City of Berkeley, City Council Policy. Following completion of the process, the Board shall forward to Council its recommendation for final consideration.

In Addition,

1. If the proposal involves the addition of the name of a person to the geographic name of a library, the proponents of the name addition will be asked to provide thorough and rigorous written research demonstrating that the proposed honoree meets the stringent criteria set forth in this Policy.
2. The Board Chair shall schedule one or more meetings in the branch library for which the name is proposed and/or elsewhere in the neighborhood served by such facility, to obtain direct testimony from members of the public living in the neighborhood of the facility.
3. After giving proponents of the name change and the public an opportunity to be heard, after obtaining direct neighborhood testimony (in the case of a branch library proposed name change), and upon proper notice, the Board of Library Trustees shall call for a vote on the issue of whether the proposal meets the criteria set forth in this Policy and whether it is in the public interest to change the name of a library facility. The affirmative vote by a majority of the members of the Board of Library Trustees shall be required to recommend the change of a name of a library facility. In all cases involving branch libraries, the geographic name of the facility shall precede any added honorific name.
4. The Board of Library Trustees shall, either at the time it votes to recommend a name change, or in a subsequent meeting, designate the method of display of the new name or addition, which may be by exterior building signage, interior plaque, or any other means appropriate to the specific site. The party who proposed a name change of a branch library or other library facility shall bear all costs associated with changing the name, including staff time and material expenses, unless the Board of Library Trustees finds it in the public interest to waive this requirement in whole or in part.

Reviewed by:		3-20-14	
	Director of Library Services	Date	
Approved by:		3-19-14	
	Chair, Board of Library Trustees	Date	

**BERKELEY PUBLIC LIBRARY
POLICIES**

SUBJECT: Library Facilities Naming Policy

ORIGINAL DATE: 01/11/2012
 BOLT Resolution #: ~~14-01415-~~
 REVISED DATE: 02/12/201405/07/2015
 PAGE: 1

It has been the practice of the Board of Library Trustees (BOLT) for the Berkeley Public Library, and shall henceforth be the formal policy of the Board, to name libraries according to their geographic location in the City and/or to identify each branch facility with the neighborhood where it is located or the neighborhood it primarily serves. This policy enables patrons to easily ascertain the general location of a Library facility. ~~While Berkeley's Central Library was originally known as "Main," our North, South, Claremont and West branch libraries have maintained their original names since the early part of the 20th century, although they have all changed locations at least once, and an "Ashby" branch was apparently merged into the South Berkeley Branch in 1927.~~

~~This policy includes the naming of rooms or other areas or features within branch libraries or within other library facilities.~~

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2. ~~The Board of Library Trustees~~ BOLT shall recommend a change to the name of a specific branch library only ~~wherewhen~~:
 - a. There ~~must be~~ is a strong consensus among library users and ~~r~~ residents of the surrounding neighborhood; to change the name of the library facility in question; ~~and~~
 - b. ~~The new name should avoid controversy and not carry the banner of a transitory cause, no matter how worthy, but rather, reflect the tradition and stability of the Library as an institution, and~~
 - c. ~~It must be in the public interest to approve the proposed name.~~
 - d. ~~A proposed honoree should reflect~~ reflects the spirit of the Berkeley Public Library's mission of free and equal access to information for all;
 - e. ~~A proposed honoree is associated with a myriad of services and has dedicated a substantial amount of energy, time, resources, leadership and/or volunteer service to improve and benefit the Berkeley Public Library system or the library facility in question. The depth and breadth of the contributions must be obvious and compelling and must reflect a dedication and beneficence to the Berkeley Public Library system or the library facility in question over a great span of time.~~
3. This policy includes the naming of rooms or other areas or features within branch libraries or within other library facilities.

~~4. Adding the name of a person to a library facility is reserved for the rare individual whose dedication and service to the Berkeley Public Library system or the library facility in question is extraordinary, unique and of the highest quality.~~

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In Addition,

1. If the proposal involves the addition of the name of a person to the geographic name of a library, the proponents of the name addition will be asked to provide thorough and rigorous written research demonstrating that the proposed honoree meets the stringent criteria set forth in this Policy.
2. The Board Chair shall schedule one or more meetings in the branch library for which the name is proposed and/or elsewhere in the neighborhood served by such facility, ~~to obtain~~ for the purpose of obtaining direct testimony from members of the public living in the neighborhood of the facility.
3. Upon proper notice, ~~a~~ After giving proponents of the name change and the public an opportunity to be heard and after ~~after~~ obtaining direct neighborhood testimony, ~~(in the case of a branch library proposed name change), and upon proper notice, the Board of Library Trustees~~ BOLT shall call for a vote on the issue of whether the proposal meets the criteria set forth in this Policy and whether it is in the public interest to change the name of a library facility. The affirmative vote by a majority of the members of the Board of Library Trustees BOLT shall be required to recommend the change of a name of a library facility. In all cases involving branch libraries, the geographic name of the facility shall precede any added honorific name.
4. ~~The Board of Library Trustees~~ BOLT shall, either at the time it votes to recommend a name change, or in a subsequent meeting, designate the method of display of the new name or addition, which may be by exterior building signage, interior plaque, or any other means appropriate to the specific site. ~~The party who proposed a name change of a branch library or other library facility shall bear all costs associated with changing the name, including staff time and material expenses, unless the Board of Library Trustees finds it in the public interest to waive this requirement in whole or in part.~~

Reviewed by: _____

Director of Library Services	Date
Approved by: _____	
Chair, Board of Library Trustees	Date

**BERKELEY PUBLIC LIBRARY
POLICIES**

ORIGINAL DATE:	01/11/2012
BOLT Resolution #:	15-__
REVISED DATE:	05/07/2015
PAGE:	1

SUBJECT: Library Facilities Naming Policy

1. It has been the practice of the Board of Library Trustees (BOLT) for the Berkeley Public Library, and shall henceforth be the formal policy of the Board, to name libraries according to their geographic location in the City and/or to identify each branch facility with the neighborhood where it is located or the neighborhood it primarily serves. This policy enables patrons to easily ascertain the general location of a Library facility. When there are compelling reasons to add the name of a person to the geographic name of a specific branch library, it shall be the policy of the Berkeley Public Library not to recommend the naming of any library facility for any living person, or for any person deceased less than five years. This permits BOLT to evaluate the lifetime contributions and accomplishments of a proposed honoree.
2. BOLT shall recommend a change to the name of a specific branch library only when:
 - a. There is a strong consensus among library users and residents of the surrounding neighborhood to change the name of the library facility in question; and
 - b. A proposed honoree reflects the spirit of the Berkeley Public Library's mission of free and equal access to information for all.
3. This policy includes the naming of rooms or other areas or features within branch libraries.

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In Addition,

1. If the proposal involves the addition of the name of a person to the geographic name of a library, the proponents of the name addition will be asked to provide thorough and rigorous written research demonstrating that the proposed honoree meets the criteria set forth in this Policy.
2. The Board Chair shall schedule one or more meetings in the branch library for which the name is proposed and/or elsewhere in the neighborhood served by such facility, for the purpose of obtaining direct testimony from members of the public living in the neighborhood of the facility.



ACTION CALENDAR

May 7, 2015

TO: Board of Library Trustees
FROM: Jeff Scott, Director of Library Services
SUBJECT: Renaming South Branch Library

RECOMMENDATION

Adopt a resolution approving the recommendation to City Council to rename the South Branch Library.

BACKGROUND

Tarea Hall Pittman (1903-1991), a long-time South Berkeley resident, was an important African-American civil rights leader. She worked to abolish segregation in the Oakland Fire Department; was President of the CSACWC (California State Association of Colored Women's Clubs); organized branches of the National Negro Congress; for 45 years hosted the radio program Negroes in the News on KDIA radio station in Oakland, California; served in various important positions within the NAACP; fought for war industries to hire African American workers during World War II; and was a lobbyist for passage of Fair Employment legislation in California and other states.

FISCAL IMPACT

Fiscal impacts may include costs for signage.

CONTACT PERSON

Jeff Scott, Director of Library Services, 981-6195

Attachments:

- 1) Resolution

BOARD OF LIBRARY TRUSTEES

RESOLUTION NO.: R15-___

**ADOPT A RESOLUTION TO RECOMMEND TO CITY COUNCIL TO RENAME
SOUTH BRANCH LIBRARY IN HONOR OF TAREA HALL PITTMAN**

WHEREAS, Tarea Hall Pittman (1903-1991), a long-time South Berkeley resident, was an important African-American civil rights leader; and

WHEREAS, Mrs. Pittman was a leader of the NAACP, the National Association for the Advancement of Colored People; and

WHEREAS, Mrs. Pitman was active in the National Negro Congress; the Negro Education Council; and several associations of Women's Clubs, all of which were then important forces in the African-American community; and

WHEREAS, Mrs. Pittman's long-running weekly radio program "Negroes in the News", on radio station KDIA, was an important source of positive news for and about the African-American community and informed her listeners about important civil rights issues and campaigns; and

WHEREAS, Mrs. Pittman was a key leader who registered African-Americans to vote; led protests to persuade war industries to hire African Americans; pushed to integrate Bay Area communities and to desegregate the Oakland Fire Department, and led the NAACP's successful effort to pass the California Fair Employment Practices law; and

WHEREAS, South Branch is the library in Mrs. Pittman's long-time neighborhood. Mrs. Pittman and her husband Dr. William R. Pittman, the first African-American dentist in Berkeley, lived at 2930 Grove Street [now Martin Luther King Jr. Way] very close to the current library location; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley to recommend to City Council to rename the South Branch Library in honor of Tarea Hall Pittman and encourage the citizens of Berkeley to reflect on her contributions to Berkeley and her political activism on local and national issues; and

ADOPTED by the Board of Library Trustees of the City of Berkeley at a special meeting held on May 7, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Abigail Franklin, Chairperson

Jeff Scott, Director of Library Services
Serving as Secretary to the Board of Library Trustees