

**MINUTES**  
**BERKELEY PUBLIC LIBRARY**  
**BOARD OF LIBRARY TRUSTEES REGULAR MEETING**  
**Wednesday, NOVEMBER 18, 2015, 6:30 PM**

SOUTH BRANCH – 1901 RUSSELL STREET

Board of Library Trustees:

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

**I. PRELIMINARY MATTERS**

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

**A. Call to Order: 6:31 PM**

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

Absent: None.

Also Present: Beth Pollard, Interim Director of Library Services; Sarah Dentan, Acting Deputy Director; Eve Franklin, Administrative Secretary.

**B. Public Comments: 6 speakers.**

**C. Report from Library employees and unions, discussion of staff issues**

1. **Andrea Mullarkey** – Teen Librarian at South Branch. Comments from union staff don't appear in agenda packet or web site. Thank you for extension of Tool Lending Library hours, patrons and staff are very excited. Thank you for renaming South Branch, looking forward to answering phone calls with "Tarea Hall Pittman South Branch, this is Andrea, how can I help you."
2. **Isobel Schneider** – spoke regarding Strategic Plan, Berkeley Information Network (BIN) and Homeless Projects
3. **Debbie Carton** – spoke regarding Low Morale in Technical Services, restoration of Baker & Taylor access for librarian, call # changes and weeding of databases.

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

1. **Chair Franklin** – Welcome Interim Director of Library Services Beth Pollard
2. **Trustee Burton** – Reported the Library Signage Subcommittee met on November 5 and will continue to meet monthly. Next meeting date is December 3 starting at 6:30pm at South Branch Library.
3. **Trustee Novosel** – Reported on Library Signage Naming Subcommittee and asked community members to take a look at the exterior and interior of the branch with the thought of ideas for signage and displays.
4. **Trustee Moore** – Reported he received his save the date notice for the Authors Dinner and is looking forward to the event.

**II. PRESENTATION CALENDAR**

- A. Library Operations Presentation** - Sarah Dentan, Acting Deputy Director provided a presentation (Attachment #1)

### III. CONSENT CALENDAR

Action Items A and C were moved to the Consent Calendar.

Action: M/S/C Trustee Burton / Trustee Moore to adopt Resolution # R15-137 to approve Consent Calendar items as presented.

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

Abstentions: None.

#### A. Approve minutes of October 21, 2015 Special Closed Session Meeting

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the October 21, 2015 Special Closed Session Meeting as presented.

Financial Implications: None.

Contact: Beth Pollard, Interim of Library Services

Action: Adopted Resolution # R15-138

#### B. Approve minutes of October 21, 2015 Special Meeting

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the October 21, 2015 Special Meeting as presented.

Financial Implications: None.

Contact: Beth Pollard, Interim of Library Services

Action: Adopted Resolution # R15-139

#### C. Approve minutes of November 6, 2015 Special Meeting

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the October 21, 2015 Special Closed Session Meeting as presented.

Financial Implications: None.

Contact: Beth Pollard, Interim of Library Services

Action: Adopted Resolution # R15-140

Action Items A & C were moved to the consent Calendar

#### A. Expand Tool Lending Library Service Hours

From: Deputy Director

Recommendation: Adopt a resolution authorizing the Acting Director of Library Services to increase public services at the Tool Lending Library (TLL) during FY 2015 to 40 hours per week as a normal schedule, with one additional morning.

Financial Implications: see report.

Contact: Sarah Dentan, Deputy Director

Action: Adopted Resolution # R15-141

#### C. Appointment of Winston Burton to the Library Signage Subcommittee

From: Interim Director of Library Services

Recommendation: Adopt a resolution to appoint Winston Burton to the Library Signage Subcommittee to decide on the new sign for the South/Tarea Hall Pittman branch library.

Financial Implications: see report.

Contact: Beth Pollard, Interim Director of Library Services

Action: Adopted Resolution # R15-143

#### **IV. ACTION CALENDAR**

##### **A. Expand Tool Lending Library Service Hours**

Moved to Consent Calendar

##### **B. FY 2016 Budget Amendment (AAO2) and FY 2015 Closing Budget Results**

Dennis Dang, Acting General Services Manager (CoB) reviewed the report. Board of Library Trustee discussion.

From: Acting General Services Manager (CoB)

Recommendation: Adopt a resolution amending the FY 2016 Adopted Expenditures Budget for all Fund entities based upon recommended re-appropriation of committed prior year funding and other adjustments totaling \$165,528.

Financial Implications: see report.

Contact: Dennis Dang, Acting General Services Manager (CoB)

Action: M/S/C Trustee Moore / Trustee Holcomb to adopt Resolution # R15-142.

##### **C. Appointment of Winston Burton to the Library Signage Subcommittee**

Moved to Consent Calendar

##### **D. Accept the Library Signage Subcommittee Recommendation to Change the Name of the South Branch to Tarea Hall Pittman South Branch**

From: Interim Director of Library Services

Recommendation: Adopt a resolution to accept the recommendation of the Library Signage Subcommittee and formally recommend to City Council to change the name of the South Branch Library to "Tarea Hall Pittman South Branch."

Financial Implications: see report.

Contact: Beth Pollard, Interim Director of Library Services

Action: M/S/C Trustee Moore / Trustee Burton to adopt Resolution # R15-144.

##### **E. Board of Library Trustees' Officer Elections**

From: Interim Director of Library Services

Recommendation: Adopt a resolution to select Board Chairperson (President) and Vice-Chairperson (Vice-President) for a one-year term.

Financial Implications: none.

Contact: Beth Pollard, Interim Director of Library Services

Action: Adopted Resolution # R15-145

M/S/C Trustee Moore / Trustee Novosel to select Julie Holcomb as Chairperson (President)

M/S/C Trustee Burton / Trustee Moore to select Jim Novosel as Vice Chairperson (President).

Trustee Novosel left at 8:15 PM.

#### **V. INFORMATION REPORTS**

##### **A. Library Events: Calendar of events and press releases for various Library programs are posted at <http://www.berkeleypubliclibrary.org>**

From: Director of Library Services

Contact: Beth Pollard, Interim Director of Library Services

Action: None.

#### **VI. AGENDA BUILDING**

- BIN Update
- Baker and Taylor information Report
- Strategic Plan Update (January 2016)

**VII. ADJOURNMENT**

**Adjourned at 7:47 PM.**

**COMMUNICATIONS:** none

**SUPPLEMENTAL COMMUNICATIONS AND REPORTS:**

1. Library Operations Presentation - Sarah Dentan, Acting Deputy Director