



**MINUTES**  
**Berkeley Public Library - Board of Library Trustees Special Meeting**  
**Wednesday, July 20, 2016, 6:30 PM**

TAREA HALL PITTMAN SOUTH BRANCH – 1901 RUSSELL STREET

Board of Library Trustees:

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

**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: 6:34 PM**

Present: Trustees Burton, Holcomb, and Novosel.

Absent: Trustees Franklin and Moore.

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

**B. Public Comments: 12 speakers.**

**C. Comments from Library Unions:**

1. Public Employees Union, LOCAL 1 - none
2. SEIU, LOCAL 1021 (Maintenance and Clerical Units) - none
3. SEIU, LOCAL 1021 (Community Services and PTRLA Units)
  - a) Andrea Mullarkey, shop steward for Local 1021 Community Services Unit - Talked regarding designation of Director of Human Resources as an alternate appeal officer, grievances, ongoing disciplinary cases and investigations.

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

1. **Trustee Novosel** – Asked attendees to stay to hear report from Interim Library Director which includes a statement about what we can say where we with disciplinary issue. Feels Trustees do not have the expertise to handle personnel issues. Waiting for investigation to conclude.
2. **Trustee Burton** – Notes that Trustees have received many emails. Questioned the number of books that were weeded. Reminded attendees that the Library is requesting help form community members in collecting information and photos of Tarea Hall Pittman for memorial.

**II. CONSENT CALENDAR**

Action: M/S/C Trustee Novosel / Trustee Burton to approve Consent Calendar items as presented.

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

**A. Approve minutes of June 8, 2016 Special Meeting**

Correction noted.

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the June 8, 2016 Special Meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Sarah Dentan, Acting Director of Library Services

Action: M/S/C Trustee Franklin / Trustee Novosel to adopt Resolution # R16-024.

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

Abstentions: None.

**B. Approve minutes of June 8, 2016 Regular Meeting**

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the June 8, 2016 Regular Meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Sarah Dentan, Acting Director of Library Services

Action: M/S/C Trustee Franklin / Trustee Novosel to adopt Resolution # R16-025

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

Abstentions: None.

**C. FY 2016 Annual Gift Report**

From: Administrative and Fiscal Services Manager

Recommendation: Adopt a resolution to approve annual reporting to the City Council of gifts received in FY 2016 as mandated by CC Resolution No. 65,444-N.S.

Financial Implications: See Report.

Contact: Dennis Dang, Administrative and Fiscal Services Manager

Action: M/S/C Trustee Franklin / Trustee Novosel to adopt Resolution # R16-026

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

Abstentions: None.

**D. Designation of Director of Human Resources as Alternate Discipline Appeal Officer**

This item was moved to the Action Calendar.

**III. ACTION CALENDAR**

**A. Designation of Director of Human Resources as Alternate Discipline Appeal Officer**

This item was moved from the Consent Calendar.

From: Acting Director of Library Services

Recommendation: Adopt a Resolution designating the Director of Human Resources as alternate Discipline Appeal Officer when the Director of Library Services is unable to serve.

Financial Implications: See Report.

Contact: Sarah Dentan, Acting Director of Library Services

Action: M/S/C Trustee Novosel / Trustee Holcomb to adopt Resolution # R16-027.

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

Abstentions: None.

**IV. INFORMATION REPORTS**

**A. Hiring Updates**

July Cole, Associate Human Resources Analyst provided an update on the search for Director of Library Services (Attachment 1).

From: Associate Human Resources Analyst

Contact: July Cole, Associate Human Resources Analyst

Action: Received

**B. Library Operations**

Sarah Dentan provided a presentation (Attachment 2).

From: Acting Deputy Director of Library Services

Contact: Sarah Dentan, Acting Deputy Director of Library Services

Action: Received

**C. July 2016 Monthly Report from Library Director**

From: Acting Director of Library Services

Contact: Sarah Dentan, Acting Director of Library Services

Action: Received.

**V. ADJOURNMENT**

Adjourned at 7:55 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the special meeting of July 20, 2016 as approved by the Board of Library Trustees

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Sarah Dentan, Acting Director of Library Services, acting as secretary to BOLT

**COMMUNICATIONS:**

1. Margaret Goodman - Collection Development
2. Emily Foster – Reduction in magazines
3. Debbie Carton – Arts & Music materials statistics
4. Andrea Mullarkey – Designation of Director of Human Resources as an alternate appeal officer, grievances, ongoing disciplinary cases and investigations

**SUPPLEMENTAL COMMUNICATIONS AND REPORTS:**

1. Hiring Update
2. Library Operations Presentation