

MINUTES

**Berkeley Public Library - Board of Library Trustees Special Meeting
Wednesday, April 19, 2017 6:30 PM**

TAREA HALL PITTMAN SOUTH BRANCH – 1901 RUSSELL STREET



Board of Library Trustees:

Diane Davenport
Abigail Franklin
Sophie Hahn
Judy Hunt

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

M/S/C Trustee Davenport / Trustee Hunt to allow Trustee Franklin to chair meeting until election of President.

Vote: Ayes: Trustees Davenport, Franklin, Hahn, and Hunt. Noes: None. Absent: None. Abstentions: None.

Present: Trustees Davenport, Franklin, Hahn, and Hunt.

Absent: None.

Also Present: Heidi Dolamore, Director of Library Services; Elliot Warren, Deputy Director; Dennis Dang, Fiscal Services Manager; Sarah Dentan, Library Services Manager; Alicia Abramson, Information Technology Manager; Jay Dickinson, Circulation Services Manager; July Cole, Associate Human Resources Analyst; Amanda Myers, Acting Library Services Manager; Eve Franklin, Administrative Secretary

B. Public Comments: 3 speakers.

C. Comments from Library Unions:

1. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 2 speakers.
2. Public Employees Union, LOCAL 1 – 0 speakers
3. SEIU, LOCAL 1021 (Maintenance and Clerical Units) – 0 speakers

D. Comments from Board of Library Trustees

1. Trustee Hunt – Thank you for your welcome and I am looking forward to working with everyone.
2. Trustee Davenport – Thrilled to be here, I look forward to learning about more about this, how to do it; I am going to be asking a lot of questions because I don't know yet, but I am a fast learner.
3. Trustee Hahn – I am delighted to be here.
4. Trustee Franklin – I am delighted to be here too.

II. CONSENT CALENDAR

Action: M/S/C Trustee Hahn / Trustee Hunt to approve the consent calendar as presented.

Vote: Ayes: Trustees Davenport, Franklin, Hahn, and Hunt. Noes: None. Absent: None. Abstentions: None.

A. Approve minutes of the February 1, 2017 Regular Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the February 1, 2017 Regular Meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Heidi Dolamore, Director of Library Services

Action: Adopted resolution # R17-017.

B. Approve minutes of the March 1, 2017 Regular Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the March 1, 2017 Regular Meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Heidi Dolamore, Director of Library Services

Action: Adopted resolution # R17-018.

C. Notifying Completion of the Branch Library Improvement Project and Acknowledge Transfer of Remaining Bond Monies to the Library Debt Service Fund (714)

From: Administrative and Fiscal Services Manager

Recommendation: Adopt a Resolution notifying the City Manager of the completion of the Branch Library Improvement Project, a project funded by the issuance of \$26M in general obligation bonds to renovate, expand and make seismic and access improvements at four neighborhood branch libraries and to acknowledge transfer, by the City Treasurer, of all remaining monies from the capital project Measure FF Fund (308) to the Library Debt Service Fund (714).

Financial Implications: See Report.

Contact: Dennis Dang

Action: Adopted resolution # R17-019.

D. Approval to Conduct Request for Proposals for (Bay-Friendly) Landscaping Services

From: Administrative and Fiscal Services Manager

Recommendation: Recommendation: Approve the request for proposal that will be, or is planned to be, issued upon final approval by the Library. Any contract over the Director of Library Services' threshold will be returned to the board for final approval. Financial Implications: None.

Contact: Dennis Dang

Action: Adopted resolution # R17-020

E. Resolution to Support Library eBook Copyright Reform

From: Deputy Director

Recommendation: Adopt a Resolution to support library ebook copyright reform.

Financial Implications: See Report.

Contact: Elliot Warren

Action: Adopted resolution # R17-021.

III. ACTION CALENDAR

A. Election of President

From: Director of Library Services

Recommendation: Adopt a Resolution to elect a President to serve through the time of the next election in October 2017.

Financial Implications: None.

Contact: Heidi Dolamore, Director of Library Services.

Action: Trustee Hahn nominated Trustee Davenport as President through the time of the next election in October 2017. Vote: Ayes: Trustees Davenport, and Hahn. Noes: Trustees Franklin and Hunt. Absent: None. Abstentions: none. Motion failed.

Action: Trustee Hunt nominated Trustee Franklin as President through the time of the next election in October 2017. Vote: Ayes: Trustees Franklin and Hunt. Noes: Trustees Davenport and Hahn. Absent: None. Abstentions: none. Motion failed.

B. Trustee Vacancy

From: Director of Library Services

Recommendation: Review and discuss Trustee candidates and adopt a Resolution recommending a candidate to City Council for appointment.

Financial Implications: None.

Contact: Heidi Dolamore, Director of Library Services.

Action: M/S Trustee Davenport / Trustee Hunt to adopt resolution # R17-023 to recommend Elizabeth Perkins be appointed to the Board of Library Trustees beginning May 17, 2017.

Vote: Ayes: Trustees Davenport, Franklin and Hunt. Noes: None. Absent: None. Abstentions: Trustee Hahn.

C. Library Ethics

From: Director of Library Services

Recommendation: Affirm the American Library Association (ALA) Code of Ethics and adopt an Ethical Conduct Policy.

Financial Implications: None.

Contact: Heidi Dolamore, Director of Library Services.

Action: M/S/C Trustee Hahn / Trustee Davenport to adopt resolution # R17-024 to affirm the American Library Association (ALA) Code of Ethics and adopt an Ethical Conduct Policy.

Vote: Ayes: Trustees Davenport, Franklin, Hahn and Hunt. Noes: None. Absent: None. Abstentions: none.

D. Collection Management Policy

From: Director of Library Services & Deputy Director

Recommendation: Adopt a Resolution to update the Library's Collection Development Policy and rename it the Collection Management Policy.

Financial Implications: None.

Contact: Heidi Dolamore, Director of Library Services and Elliot Warren, Deputy Director

Action: M/S/C Trustee Franklin / Trustee Hunt to adopt resolution # R17-025 to update the Library's Collection Development Policy and rename it the Collection Management Policy.

Vote: Ayes: Trustees Davenport, Franklin, Hahn and Hunt. Noes: None. Absent: None. Abstentions: none.

E. Statistical Reporting and Transparency Policy

From: Deputy Director

Recommendation: Adopt a resolution to adopt a Statistical Reporting and Transparency Policy.

Financial Implications: None.

Contact: Elliot Warren, Deputy Director

Action: M/S/C Trustee Hahn / Trustee Davenport to adopt resolution # R17-026 to approve a Statistical Reporting and Transparency Policy.

Vote: Ayes: Trustees Davenport, Franklin, Hahn and Hunt. Noes: None. Absent: None. Abstentions: none.

Adjourn for a break at 8:28pm

CTO at 8:34pm

IV. PRESENTATIONS

A. FY18/19 Budget – Dennis Dang, Administrative and Fiscal Services Manager (Attachment #1)

V. INFORMATION CALENDAR

A. Tarea Hall Pittman Signage Update

Trustee Sophie Hahn provided an update.

B. FY18/19 Budget Priorities & Service Initiatives

From: Director of Library Services

Contact: Heidi Dolamore, Director of Library Services

Action: Received

C. Conclusion of Confidential Personnel Investigation

From: Director of Library Services

Contact: Heidi Dolamore, Director of Library Services

Action: Received

D. Monthly Library Director's Report

From: Director of Library Services

Contact: Heidi Dolamore, Director of Library Services

Action: Received

E. Library Events

From: Director of Library Services

Contact: Heidi Dolamore, Director of Library Services

Action: Received

VI. AGENDA BUILDING

- Emergency Policy Training
- Collection Development Report
- Budget
- Trustee Training

VII. ADJOURNMENT

Adjourned at 10:12 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the special meeting of April 19, 2017 as approved by the Board of Library Trustees

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Heidi Dolamore, Director of Library Services, acting as secretary to BOLT