I. PRELIMINARY MATTERS

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

1. Call to Order: 6:31 PM

   Present: Trustees Davenport, Franklin, Hunt, and Selawsky.
   Absent: Trustee Hahn.

   Also Present: Elliot Warren, Acting Director of Library Services; Dennis Dang, Fiscal Services Manager; Sarah Dentan, Library Services Manager; Jay Dickinson, Circulation Services Manager; Alicia Abramson, Information Technology Manager; Eve Franklin, Administrative Secretary

2. Public Comments: 1 speakers.

3. Comments from Library Unions:
   A. SEIU, LOCAL 1021 (Maintenance and Clerical Units) – 0 speakers
   B. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 1 speakers.
   C. Public Employees Union, LOCAL 1 – 1 speakers

4. Comments from Board of Library Trustees
   A. Trustee Hunt – Spoke about the importance of getting to know the organization as a Trustee. Attended events at West and North Branches. Visited Central Library and spent time in Adult Services and Circulation Services. Glad to hear from union staff that they welcome the audit process. An audit shouldn’t be anything to fear, it’s a learning experience for all of us. Learn what we do well, what we need to improve.
   B. Trustee Franklin – How many applications were received for the Trustee vacancy? Acting Director Warren replied: two applications were received.
   C. Trustee Selawsky – Prefer we not schedule meetings on a Tuesday. Really amazed that new Kanopy service (streaming movies) was already on the website.
   D. Trustee Davenport – reported you can sign up for a Portland Library Card at the Portland Airport.

II. CONSENT CALENDAR

   Items B, C & D pulled for discussion.

   Action: M/S/C Trustee Selawsky / Trustee Franklin to adopt resolution # R17-052 to approve the consent calendar minus items B, C & D.
A. **Approve Minutes of the September 6, 2017 Special Closed Session Meeting**  
   From: Director of Library Services  
   Recommendation: Adopt a resolution to approve the minutes of the September 6, 2017 Special Closed  
   Session Meeting of the Board of Library Trustees.  
   Financial Implications: None.  
   Contact: Elliot Warren, Deputy Director of Library Services  
   Action: Adopted resolution # R17-053.

B. **Approve Minutes of the September 6, 2017 Regular Meeting**  
   From: Director of Library Services  
   Recommendation: Adopt a resolution to approve the minutes of the September 6, 2017 Regular Meeting  
   of the Board of Library Trustees.  
   Financial Implications: None.  
   Contact: Elliot Warren, Deputy Director of Library Services  
   Action: M/S/C Trustee Franklin / Trustee Hunt to adopt resolution # R17-054.  
   Abstentions: None.

C. **Authorization to Open the Central Library and all Branches One Hour Late to Allow Adequate Time for  
   All-Staff Meetings**  
   From: Acting Director of Library Services  
   Recommendation: Adopt a resolution to open the Central Library and all Branch Libraries one hour later  
   on March 30, June 29, August 31 and November 30, 2018 to allow adequate time for the all-staff meeting.  
   Financial Implications: None.  
   Contact: Elliot Warren, Acting Director of Library Services  
   Action: M/S/C Trustee Selawsky / Trustee Franklin to adopt resolution # R17-055.  
   Abstentions: None.

D. **2018 Regular Meeting Schedule for the Board of Library Trustees**  
   From: Acting Director of Library Services  
   Recommendation: Adopt a resolution approving dates, times and locations for the 2018 regular meeting  
   schedule for the Board of Library Trustees.  
   Financial Implications: None.  
   Contact: Elliot Warren, Acting Director of Library Services  
   Action: M/S/C Trustee Franklin / Trustee Selawsky to adopt resolution # R17-056.  
   Abstentions: None.

E. **2018 Berkeley Public Library Holiday & Early Closing Schedule**  
   From: Acting Director of Library Services  
   Recommendation: Adopt the resolution approving the 2018 Berkeley Public Library Holiday & Early  
   Closing Schedule.  
   Financial Implications: None.  
   Contact: Elliot Warren, Acting Director of Library Services  
   Action: Adopted resolution # R17-057.

F. **Annual Authors Dinner Event 2018**  
   From: Acting Director of Library Services  
   Recommendation: Adopt the resolution approving the arrangements in preparation for the 16th annual  
   Authors Dinner to be held on Saturday, February 10, 2018 at the Central Library.  
   Financial Implications: None.  
   Contact: Elliot Warren, Acting Director of Library Services  
   Action: Adopted resolution # R17-058.
III. ACTION CALENDAR

A. Central Support Service Unit
   From: Acting Director of Library Services
   Recommendation: Adopt the resolution to direct the Library Director to initiate recruitment of budgeted
   positions approved by the Board of Library Trustees via BOLT Resolution No.: R17-032 at a special meeting
   held on May 31, 2017. BOLT approval for recruitment will allow the Library to staff the budgeted
   department/division for the Central Support Unit (#9301).
   Financial Implications: see report.
   Contact: Elliot Warren, Acting Director of Library Services
   Action: M/S Trustee Franklin / Trustee Hunt to adopt a resolution to direct the Library Director to initiate
   recruitment of budgeted positions approved by the Board of Library Trustees via BOLT Resolution No.: R17-032 at a special meeting held on May 31, 2017. BOLT approval for recruitment will allow the Library to staff the budgeted department/division for the Central Support Unit (#9301).

IV. INFORMATION CALENDAR

A. Organizational Audit Update - Elliot Warren, Acting Director of Library Services
   From: Acting Director of Library Services
   Contact: Elliot Warren, Acting Director of Library Services
   Action: Received

B. Rules and Regulations for use of Library Grounds, Buildings, and Equipment for Meetings and Other
   Events – Elliot Warren, Acting Director of Library Services
   From: Acting Director of Library Services
   Contact: Elliot Warren, Acting Director of Library Services
   Action: Received

C. Bylaws Subcommittee Oral Update
   Oral report from Judy Hunt. Trustee Hahn and Hunt are trying to find a date for the Bylaws Subcommittee
   to meet.
   From: Judy Hunt, Trustee
   Contact: Judy Hunt, Trustee
   Action: Received

D. Tarea Hall Pittman South Branch Signage Oral Update
   Tarea Hall Pittman Signage has been installed. A Cake Cutting Celebration will be announced shortly. A
   larger block party will be planned for springtime 2018.
   From: Acting Director of Library Services
   Contact: Elliot Warren, Acting Director of Library Services
   Action: Received

E. Monthly Library Director’s Report
   From: Acting Director of Library Services
   Contact: Elliot Warren, Acting Director of Library Services
   Action: Received

F. Library Events
   From: Acting Director of Library Services
   Contact: Elliot Warren, Acting Director of Library Services
   Action: Received
V. AGENDA BUILDING

- Officer Elections
- 4x2 Committee Attendees
- Central Support Unit
- Review/Evaluation of the Library

VI. ADJOURNMENT

Adjourned at 8:03 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the special meeting of October 17, 2017 as approved by the Board of Library Trustees

//s// ______________________________

Elliot Warren, Acting Director of Library Services, acting as secretary to BOLT

Attachments: none.