



# BERKELEY PUBLIC LIBRARY BOARD OF LIBRARY TRUSTEES

BYLAWS SUBCOMMITTEE  
MEETING  
Tuesday, December 12, 2017

AGENDA  
12:00 PM

West Branch  
1125 University Ave.  
Berkeley, CA 94702

## I. PRELIMINARY MATTERS

- A. **Call to Order**
- B. **Public Comments** - Speakers are allowed 3 minutes each for up to 10 speakers; if more than 10 individuals have filled out and submitted cards to speak, the time for all speakers will be reduced to 2 minutes per person and if more than 20 individuals have submitted speaker's cards, the time per person will be reduced to one minute each, for a maximum of one hour of public comment.
- C. **Comments from Board of Library Trustees**

## II. NEW BUSINESS

- A. **Review of Existing Policies, Procedures, & Practices**  
Subcommittee members will discuss current BOLT practices and documented sources currently used by BOLT.
- B. **Review of Sample Library Board Bylaws and Discussion of Alternative Source Materials**  
Discussion of Bylaws examples and possible alternative source material.
- C. **Subcommittee Timeline**  
Discussion and setting of timeline for Subcommittee to develop recommendations to go to BOLT for adoption.

## III. AGENDA BUILDING

Subcommittee will discuss date of next meeting and propose agenda items.

## IV. ADJOURNMENT


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### Communication Access Information



**This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 510-981-6418 (V) or 510-981-6347 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting.**

I hereby certify that this amended agenda for the special 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 November 1, 2017.

//s/ 

Elliot Warren, Acting 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 records. **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.

Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at Berkeley Public Library Administration Office located at 2090 Kittredge Street, 3<sup>rd</sup> Floor Admin Wing, Berkeley, CA 94704.

Agendas and agenda reports may be accessed via the Internet at [www.berkeleypubliclibrary.org/about/board-library-trustees](http://www.berkeleypubliclibrary.org/about/board-library-trustees) and may be read at reference desks at the following locations:

Central Library - 2090 Kittredge Street  
Claremont Branch – 2940 Benvenue  
West Branch – 1125 University  
North Branch – 1170 The Alameda  
South Branch – 1901 Russell