



## MINUTES

### Berkeley Public Library - Board of Library Trustees Regular Meeting Wednesday, February 7, 2018 6:30 PM

Tarea Hall Pittman South Branch – 1901 Russell Street

#### Board of Library Trustees:

Diane Davenport, President	Sophie Hahn
John Selawsky, Vice President	Judy Hunt
	Amy Roth

## 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: 6:30 PM

Present: Trustees Davenport, Hahn, Hunt, Roth and Selawsky.

Absent: None.

Also Present: Elliot Warren, Acting Director of Library Services; Sarah Dentan, Library Services Manager; Ann Gonzalez, Library Services Manager; Dennis Dang, Admin and Fiscal Services Manager; Jay Dickinson, Circulation Services Manager; Alicia Abramson, Information Technology Manager; Danielle McMillian, Assoc. Human Resources Analyst; Rudy Tapia, Library Specialist I.

### 2. Public Comments: 1 speaker.

### 3. Comments from Library Unions:

- A. SEIU, LOCAL 1021 (Maintenance and Clerical Units) – 1 speaker
- B. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 1 speaker.
- C. Public Employees Union, LOCAL 1 – 0 speakers

### 4. Comments from Board of Library Trustees

- A. Trustee Hahn – Looking forward to the Author's Dinner. Shout out to the Foundation. Thanks to Adam.
- B. Trustee Selawsky – Thank you for attending tonight.
- C. Trustee Hunt – Thanked staff for programming for Black History Month, looking forward to the Author's Dinner.

Information Calendar items A (Central Space Planning Update), B (Budget Report), and D (Staff Report on the Link +) were heard prior to the Consent Calendar.

#### A. Central Space Planning Update – Elliot Warren, Acting Director of Library Services

Elliot Warren provided a presentation on Central Space Planning (Attachment #1)

#### B. Budget Report – Dennis Dang, Administrative and Fiscal Services Manager

Dennis Dang provided a presentation on the budget (Attachment #2)

#### D. Staff Report on the Link + – Jay Dickinson, Circulation Services Manager

Jay Dickinson and Rudy Tapia provided a presentation on Link+ (Attachment#3)

## II. CONSENT CALENDAR

Action: M/S/C Trustee Hahn / Trustee Selawsky to adopt resolution # R18-004 to approve the consent calendar.

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

**A. Approve Minutes of the January 3, 2018 Regular Meeting**

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the January 3, 2018 Regular Meeting of the Board of Library Trustees.

Financial Implications: None.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution # R18-005.

**B. Contract: One Workplace**

From: Acting Director of Library Services

Recommendation: Adopt a resolution authorizing the acting Director of Library Services to execute an agreement and any amendments with One Workplace for the procurement of furniture, carpets, and acoustic tiles; and associated delivery, temporary storage, and installation services for the Central Library 1st floor lounge buildout for the anticipated period from February 26, 2018 through December 31, 2018 or thereabout in an amount not to exceed \$82,040.

Financial Implications: See Report.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution # R18-006.

**C. Contract Amendment: No. 8264 Syserco, Inc.**

From: Library Services Manager

Recommendation: Adopt a resolution authorizing the Director of Library Services to amend Contract No. 8264 with Syserco, Inc. for service maintenance and monitoring of the Alerton Building Management System at the Central Library and the Tarea Hall Pittman South Branch Library in an incremental amount of \$40,000.00 for a contracted value not-to-exceed \$125,000.00; and to amend the Contract's date of expiration to February 28, 2021 from February 28, 2018.

Financial Implications: See report.

Contact: Sarah Dentan, Library Services Manager

Action: Adopted resolution # R18-007.

**III. ACTION CALENDAR**

**A. Urban Libraries Council's Statement on Race and Social Equity**

From: Elliot Warren

Recommendation: Adopt a Resolution to affirm Urban Libraries Council's Statement on Race and Social Equity.

Financial Implications: None.

Contact: Elliot Warren, Acting Director of Library Service

Action: M/S/C Trustee Hahn / Trustee Hunt to adopt resolution # R18-008 with a change to the following statement in the resolution: Change "*WHEREAS, Berkeley Public Library is committed to creating and maintaining an environment of diversity, inclusion and respect both in our library systems and in all aspects of our community role; and*" to "*WHEREAS, Berkeley Public Library is committed to creating and maintaining an environment of diversity, inclusion and respect both in our library hiring and employment practices, systems and in all aspects of our community role; and*"

Vote: Ayes: Trustees Davenport, Hahn, Hunt, Roth and Selawsky. Noes: None. Absent: None.

Abstentions: None.

**IV. INFORMATION CALENDAR**

**A. Central Space Planning Update – Elliot Warren, Acting Director of Library Services**

This item was heard prior to the Consent Calendar.

**B. Budget Report – Dennis Dang, Administrative and Fiscal Services Manager**

This item was heard prior to the Consent Calendar.

**C. Bylaws Sub Commission Oral Report – Sophie Hahn and Judy Hunt**

Working on a date for the next meeting. Eve Franklin to provide support for the sub committee.

**D. Staff Report on the Link + – Jay Dickinson, Circulation Services Manager**

This item was heard prior to the Consent Calendar.

**E. Monthly Library Director’s Report – Elliot Warren, Acting Director of Library Services**

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**

- Payroll errors
- Staff Reports
- Reports from Branches
- Update on Library Evaluation by Consulting Firm

**VI. ADJOURNMENT**

**Adjourned at 8:09 PM.**

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of February 7, 2018 as approved by the Board of Library Trustees

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

Attachments:

1. Central Space Planning Update (Attachment #1)
2. Budget Report (Attachment #2)
3. Staff Report on the Link + (Attachment#3)