



MINUTES

Berkeley Public Library - Board of Library Trustees Regular Meeting Wednesday, July 18, 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, Hunt, Selawsky and Roth.

Trustees Hahn arrived at 6:32pm

Absent: None

Also Present: Elliot Warren, Acting Director of Library Services; Sarah Dentan, Library Services Manager; Anna Gonzalez, Library Services Manager; Dennis Dang, Admin and Fiscal Services Manager; Jay Dickinson, Circulation Services Manager; Danielle McMillian, Assoc. Human Resources Analyst; Eve Franklin, Administrative Secretary.

2. Public Comments: 2 speakers.

3. Comments from Library Unions:

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

4. Comments from Board of Library Trustees

- A. Trustee Hunt – Spoke about the new seating and renovations at Central Library, an upcoming Berkeley Public Library staff presentation at Palo Alto event regarding cutting edge technology and recent Berkeleyside and Berkeley Public Library involvement in a social media controversy regarding Kamala Harris and integration of BUSD classrooms.
- B. Trustee Roth – Spoke in support of Professional Development and Conferences for staff, we get so much bang for our buck. Asked Debbie Carton to describe Adult Storytime. *Debbie Carton - We started in 2015. We took short stories and turned them into theatre with puppets. We've taken it to homeless shelters, senior residents, and churches. We have received inquiries about it from libraries all over the country.*
- C. Trustee Hahn – Talked about the recent Kamala Harris social media event, libraries should be a place to access real information and counter fake information. She is happy to submit items to City Council on behalf of Friends and Foundation, need 3.5 weeks advance notice. Expressed continued gratitude to staff and public.
- D. Trustee Selawsky – Appreciate realigned space at Central Library, it is going to be very useful. Thank you to all.
- E. President Davenport – She and Amy Roth attended the first Dynamic Communications in a Library Setting workshop. All staff will be expected to attend future sessions.

II. CONSENT CALENDAR

Action: M/S/C Trustee Selawsky/ Trustee Hahn to adopt resolution # R18-029 to approve the consent calendar as presented.

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

A. Approve Minutes of the June 7, 2018 Regular Meeting

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the June 7, 2018 Regular Meeting of the Board of Library Trustees with minor corrections.

Financial Implications: None.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution # R18-030.

B. Fiscal Year 2019 Purchase Authorization in Excess of Director of Library Services' Granted Authority

From: Dennis Dang, Administrative and Fiscal Services Manager

Recommendation: Adopt the resolution authorizing the Director of Library Services to enter into fiscal year 2019 purchase agreements and approve payments to specified vendors for services encompassing utility, telephone and intranet/internet services, library materials, state taxes, professional services, and office supplies projected to exceed the director's delegated spending authority of \$50,000 for services and \$100,000 for goods, materials, and equipment.

Financial Implications: see report.

Action: Adopted resolution # R18-031.

C. Fiscal Year 2018 Annual Gift Report

From: Dennis Dang, Administrative and Fiscal Services Manager

Recommendation: Adopt the resolution to approve annual reporting to the City Council of gifts received in fiscal year 2018 as mandated by CC Resolution No. 65,444-N.S.

Financial Implications: see report.

Action: Adopted resolution # R18-032.

D. Resolution in Support of Library services for Undocumented Residents, Immigrants, and Dreamers

Trustee Hahn commended staff on the resolution.

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt the resolution in Support of Library Services for Undocumented Residents, Immigrants, and Dreamers.

Financial Implications: none.

Action: Adopted resolution # R18-033.

III. INFORMATION CALENDAR

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

Trustee Hahn suggested doing a contract with an attorney to draft the language of the Bylaws.

From: Sophie Hahn and Judy Hunt

Contact: Trustees Sophie Hahn and Judy Hunt

Action: Received

B. Organizational Review Oral Report – Elliot Warren, Acting Director of Library Services

Communications Training sessions will take place in July.

Contract with Moss Adams for Organizational Review has been finalized. First step will be interviews with Board of Library Trustees members and Berkeley Public Library managers. Staff will be surveyed at a later date.

Trustee Hunt asked if staff had been through an organizational review in the past and explained that reviewers usually do focused work and then provide feedback; there are usually aren't lots of written reports until the process is completed.

From: Acting Director of Library Services

Contact: Elliot Warren, Acting Director of Library Services

Action: Received

C. 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

D. Library Events

From: Acting Director of Library Services

Contact: Elliot Warren, Acting Director of Library Services

Action: Received

IV. AGENDA BUILDING

1. September 5, 2018 Regular meeting is cancelled. A Special Meeting will be scheduled for Thursday, September 13 at North Branch Library (1170 The Alameda) at 6:30pm.
2. Report on stucco project at Central Library
3. Organizational Review Report

V. ADJOURNMENT

Adjourned at 7:13 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of July 18, 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: None.