



MINUTES
Berkeley Public Library - Board of Library Trustees Special Meeting
Wednesday, September 17, 2018 6:30 PM

Central Library – 2090 Kittredge 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, and Roth.

Absent: Trustee Selawsky (conflicting Rent Board Meeting)

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 McMillan, Assoc. Human Resources Analyst; Eve Franklin, Administrative Secretary.

2. Public Comments: 6 speakers.

3. Comments from Library Unions:

- A. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 1 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 Hahn – Thank you to staff for the Tarea Hall Pittman South Branch Renaming Celebration. City Council approved additional funds for the Stucco Project at Central. Congratulations on the opening of the Commons at Central.
- B. Trustee Roth – Thank you for the opening of The Commons. We received lots of publicity on it.
- C. Trustee Hunt – Thank you to the audience for attending. Spoke regarding change in the workplace.
- D. President Davenport – Attended the ULC Conference in Baltimore. Attended the recent “Welcome to the Neighborhood” film event at Tarea Hall Pittman South Branch. It was a fascinating challenging film.

II. CONSENT CALENDAR

Item C was moved to Agenda Calendar.

Action: M/S/C Trustee Roth / Trustee Hahn to adopt resolution # R18-034 to approve the consent calendar minis item C.

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

A. Approve Minutes of the July 18, 2018 Regular Meeting

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the July 18, 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 # R18-035.

B. FY 2018 Closing Budget Results and FY 2019 Budget Amendment (AAO)

From: Dennis Dang, Administrative and Fiscal Services Manager

Recommendation: Adopt the resolution amending the FY 2019 approved Expenditures Budget for all Fund entities to \$24,325,037 based on recommended re-appropriation of committed prior year funding and other adjustments totaling \$959,386.

Financial Implications: see report.

Action: Adopted resolution # R18-036.

C. Contract: TLC for Integrated Library System (ILS)

This item was moved to the Action Calendar.

D. Contract No. 9563 Amendment: Noll & Tam Architects and Planners

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt a resolution authorizing the Director of Library Services to amend Contract No. 9563 with Noll & Tam Architects and Planners to provide for an increase of \$210,000, inclusive of a 10% contingency to execute project ASAs, to the expenditure authority, thereby, increasing the Contract's allowable not-to-exceed amount to \$565,416 and to extend the term of the Contract from December 31, 2018 to December 31, 2020.

Financial Implications: see report.

E. California Immigrant Alliance Project

From: Anna Gonzalez, Library Services Manager

Recommendation: Adopt a Resolution to participate in the California Immigrant Alliance Project by accepting reimbursement from the California State Library in the amount of \$6,497.71 for the purchase of bilingual books for the Library's circulating collections. Participating in this grant furthers our stated commitment to Library Services for Undocumented Resident, Immigrants and Dreamers adopted unanimously by BOLT on July 18, 2018.

Financial Implications: see report.

Action: Adopted resolution # R18-039.

F. Annual Report to City Council

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt a resolution approving the Annual Report to the Berkeley City Council from the Board of Library Trustees for the period of July 2017 through June 2018

Financial Implications: none.

Action: Adopted resolution # R18-040.

III. ACTION CALENDAR

A. Contract: TLC for Integrated Library System (ILS)

Alicia Abramson, Information Technology Manager; Jay Dickinson, Circulation Services Manager; and Rachel Chatman, Deputy City Attorney reviewed the RFP Process and requirements.

From: Alicia Abramson, Information Technology Manager

Recommendation: Adopt a resolution authorizing the Library Director to execute a contract with The Library Corporation (TLC) for software licensing, implementation, maintenance, and related services for the Integrated Library System (ILS) for Berkeley Public Library, for an amount not to exceed 534,822 from October 1, 2018 through June 30, 2023.

Financial Implications: see report.

Action: M/S/C Trustee Hunt / Trustee Hahn to adopt resolution # R18-037.

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

IV. INFORMATION CALENDAR

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

Have not met due to summer break. We will report after next Bylaws Sub Committee meeting.

From: Sophie Hahn and Judy Hunt

Contact: Trustees Sophie Hahn and Judy Hunt

Action: Received

B. Exterior Stucco Demolition Work – Elliot Warren, Acting Director of Library Services

Council recently approved contract for stucco removal.

From: Acting Director of Library Services

Contact: Elliot Warren, Acting Director of Library Services

Action: Received

C. Organizational Review Written 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. 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

E. Staff Report - Homeless Taskforce – Isobel Schneider, Librarian II

Isobel Schneider provided a presentation (Attachment 1).

Trustee Hahn reported City Council had placed Measures O + P on the November ballot.

From: Isobel Schneider, Librarian II

Contact: Isobel Schneider, Librarian II

Action: Received

F. Berkeley Public Library Foundation Update – Kathy Huff, Berkeley Public Library Foundation

Kathy Huff provided an update. Congrats on the opening of The Commons. Thanks to Acting Director of Library Services, Elliot Warren and the staff team who worked on the project. There will be a celebration on October 6. Plans for the 17th Annual Authors Dinner (February 9, 2019) are underway.

From: Kathy Huff, Berkeley Public Library Foundation

Contact: Kathy Huff, Berkeley Public Library Foundation

Action: Received

G. Library Events

From: Acting Director of Library Services

Contact: Elliot Warren, Acting Director of Library Services

Action: Received

V. AGENDA BUILDING

- Safety Committee Report
- 2019 BOLT Meeting Schedule
- 2019 All-Staff Meeting Schedule
- 2019 BPL Holiday Schedule
- Recruitment Process

VI. ADJOURNMENT

Adjourned at 8:45 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of September 17, 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. Staff Report - Homeless Taskforce Presentation