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, Hahn, Hunt and Selawsky.

   Absent: Trustee Roth

   Also Present: Elliot Warren, Acting Director of Library Services; Jay Dickinson, Circulation Services Manager; Sarah Dentan, Library Services Manager; Anna Gonzalez, Library Services Manager; Alicia Abramson, Information Technology Manager; Danielle McMillian, Assoc. Human Resources Analyst; Eve Franklin, Administrative Secretary.

2. Public Comments: 3 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 speakers

4. Comments from Board of Library Trustees – None.

II. PRESENTATION

A. Berkeley Public Library Foundation – Kathy Huff provided a report on Berkeley Public Library Foundation activities.

III. CONSENT CALENDAR

Action: M/S/C Trustee Selawsky / Trustee Hahn to adopt resolution # R18-056 to approve the consent calendar with minor correction to the November 14, 2018 Regular Meeting Minutes.


A. Approve Minutes of the November 14, 2018 Regular Meeting

   Correction to Consent Calendar vote.


From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the November 14, 2018 Regular Meeting of the Board of Library Trustees as presented.

Financial Implications: None.
B. **Approve Minutes of the November 17, 2018 Special Meeting**
   
   From: Acting Director of Library Services  
   Recommendation: Adopt a resolution to approve the minutes of the November 17, 2018 Special Meeting of the Board of Library Trustees as presented.
   
   Contact: Elliot Warren, Acting Director of Library Services  
   Action: Adopted resolution # R18-057.

IV. **ACTION CALENDAR**

A. **Review and Possible Action on Budget Priorities for the FY 2020 & FY 2021 Biennial Budget Cycle**

   From: Acting Director of Library Services  
   Recommendation: Adopt a resolution adopting budget priorities for the Library for the FY 2020 and FY 2021 biennial budget cycle as amended:
   
   Under Proposed priorities for fiscal years 2020 & 2021:
   
   Change item 4 to read as follows:
   “Develop and enhance policies, practices, services, and assignments that promote community wellness and the safety and comfort of staff and all library users.”
   
   Change item 5 to read as follows:
   “Harmonize efforts of the board, management, and staff to improve library services by beginning the process of implementation of the recommendations of the November 2018 Organizational Evaluation report.”

   Contact: Elliot Warren, Acting Director of Library Services  
   Action: M/S/C Trustee Hunt / Trustee Hahn to adopt resolution # R18-059.
   

B. **Acceptance of the Organizational Assessment Report from Moss Adams, LLP.**

   From: Acting Director of Library Services  
   Recommendation: Adopt the resolution to accept the organizational report provided by Moss Adams LLP.
   
   Per the contract signed on June 18, 2018, Moss Adams LLP was expected to “submit a report that will include executive summary, study objectives, scope, and methodology; findings and recommendations; and an implementation plan.”

   Financial Implications: None.  
   Contact: Elliot Warren, Acting Director of Library Services  
   Action: M/S/C Trustee Selawsky / Trustee Hahn to adopt resolution # R18-060.
   

V. **INFORMATION CALENDAR**

A. **Information Technology Oral Report – Alicia Abramson**

   Alicia Abramson & John Boggs provided a presentation (Attachment 1)
   
   From: Contact: Alicia Abramson, Library Information Systems Administrator  
   Contact: Alicia Abramson

B. **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
C. Library Events
   From: Acting Director of Library Services
   Contact: Elliot Warren, Acting Director of Library Services
   Action: Received

VI. AGENDA BUILDING
   • Organization Review Next Steps
   • Director recruitment discussion

VII. ADJOURNMENT

Adjourned at 8:46 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of December 12, 2018 as approved by the Board of Library Trustees

//s// _______________________________

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

Attachments:
   1. Information Technology Report (Alicia Abramson)