



MINUTES

Berkeley Public Library - Board of Library Trustees Special Meeting Wednesday, July 10, 2019 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:** 6:31 pm.

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

Absent: None.

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; Aimee Reeder; Ass't Management Analyst; Eve Franklin, Administrative Secretary.

2. **Public Comments:** 0 speakers.

3. **Comments from Library Unions:**

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

4. **Comments from Board of Library Trustees**

- A. Trustee Roth – Spoke regarding interesting articles in the New York Times (1) Moes Books and 2)n Little Libraries in Laundromats and Barbershops.
- B. Trustee Hahn – Bylaws Subcommittee has reviewed a draft document. Hope to be able to provide a final draft to BOLT and the COB Attorney's Office by the end of the year or early next year.
- C. Trustee Selawsky – spoke regarding a poem in the New Yorker that included the line "My library has gone fine-free."
- D. Trustee Hunt – provided handouts on 1) Hoover Durant Street Corner Library, 2) Drag Queen Story Hours Continues Its Reign at Libraries, despite Backlash, and 3) King County libraries' Drag Queen Story Hours engage many and enrage others.
- E. Trustee Davenport – This is the start of the new fiscal year. This years budget included funding for increased Tool Lending Library Hours. We will celebrate on Saturday, August 3, 10am-12pm with coffee and cake. The event will be immediately followed by the FixIT Clinic. Increased Tool Lending hours start on Monday, August 5.

II. CONSENT CALENDAR

Item G pulled for discussion.

Action: M/S/C Trustee Selawsky / Trustee Hunt to adopt resolution #R19-029 to approve the consent calendar with minor correction to the minutes.

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

A. Approve Minutes of the June 5, 2019 Regular Meeting

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the June 5, 2019 Regular Meeting of the Board of Library Trustees as presented.

Financial Implications: None.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R19-030.

B. Contract Amendment: No. 91259-1, L.J. Kruse Company

From: Library Services Manager

Recommendation: Adopt the resolution authorizing the Director of Library Services to amend Contract No. 91259-1 with L.J. Kruse Company for HVAC and plumbing repair and preventative maintenance to include removal and replacement of air conditioning unit A6 at the Central Library and of the HVAC unit serving the Server Room at the North Branch Library, sewer lateral repair at the Central Library, and to fund ongoing maintenance services, and to increase the Contract in an incremental amount of \$450,000 for a contracted value not-to-exceed \$875,000.

Financial Implications: See report.

Contact: Sarah Dentan, Library Services Manager

Action: Adopted resolution #R19-031.

C. Contract Amendment: No. 112423-1, Clark Pest Control for Detection and Remediation Services

From: Library Services Manager

Recommendation: Adopt the resolution authorizing the Director of Library Services to execute an amendment to Contract No. 112423-1 with Clark Pest Control to increase the contracted not-to-exceed amount up to \$125,000 for bedbug, pest, and rodent detection and remediation services, and to extend the term of the Contract to February 28, 2021.

Financial Implications: See report.

Contact: Sarah Dentan, Library Services Manager

Action: Adopted resolution #R19-032.

D. Contract: Comprise Technologies, Inc.

From: Information Technology Manager

Recommendation: Adopt a Resolution authorizing the Director of Library Services to execute a contract with Comprise Technologies, Inc. for software licensing, printer release and payment kiosk hardware, professional services for implementation, and post-implementation support, maintenance and related services for a PC Time and Print Management System for Berkeley Public Library, for an amount not to exceed \$117,184 from August 1, 2019, 2018 through June 30, 2024.

Financial Implications: See report.

Contact: Alicia Abramson, Information Technology Manager

Action: Adopted resolution #R19-033.

E. Spending Authority: Stucco Remediation Design and Engineering

From: Acting Director of Library Services

Recommendation: Adopt the resolution authorizing the Director of Library Services to expend budgeted appropriations from the Library Tax Fund for the design and engineering of stucco remediation at the Central Library currently estimated by Allana Buick & Bers, Inc., an architectural and engineering firm, at \$107,500, plus to include an allowable contingency amount of up to 10%.

Financial Implications: See report.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R19-034.

F. Fiscal Year 2020 Purchase Authorization in Excess of Director of Library Services' Granted Authority

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt the resolution authorizing the Director of Library Services to enter into fiscal year 2020 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 that may exceed the director's delegated spending authority of \$50,000 for services and \$100,000 for goods, materials, and equipment.

Financial Implications: See report.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R19-035.

G. Meeting Room Policy: Rules and Regulations for Use of Library Grounds, Buildings, and Equipment for Meetings and Other Events

Board Discussion.

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt the revised Berkeley Public Library *Rules and Regulations for Use of Library Grounds, Buildings, and Equipment for Meetings and Other Events* Policy.

Financial Implications: None.

Contact: Elliot Warren, Acting Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Hahn to adopt resolution #R19-0036.

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

III. INFORMATION CALENDAR

A. 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

B. Online Catalog Update Report – Anna Gonzalez, Library Services Manager

Presentation on the new online catalog was provided. (attachment #1)

From: Library Services Manager

Contact: Anna Gonzalez, Library Services Manager

Action: Received

C. Library Events

From: Acting Director of Library Services

Contact: Elliot Warren, Acting Director of Library Services

Action: Received

IV. AGENDA BUILDING

- RFP for Recruitment
- Online Catalog Update

V. ADJOURNMENT

Adjourned at 7:35 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the special meeting of July 10, 2019 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. Online Catalog Update