1. **PRELIMINARY MATTERS**

*A copy of the agenda packet can be found at* [*http://www.berkeleypubliclibrary.org/about/board-library-trustees*](http://www.berkeleypubliclibrary.org/about/board-library-trustees)

1. **Call to Order**: 6:33 pm.

Present: Trustees Davenport, Hahn and Hunt.

Absent: Trustees Selawsky and Roth.

Also Present: Elliot Warren, Acting Director of Library Services; Jay Dickinson, Circulation 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.

1. **Public Comments:**  0 speakers.
2. **Comments from Library Unions:**
3. Public Employees Union, LOCAL 1 – 0 speakers
4. SEIU, LOCAL 1021 (Maintenance and Clerical Units) – 0 speakers
5. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 1 speaker
6. **Comments from Board of Library Trustees**
7. Trustee Hahn – Feeling urgency about moving forward on the Director search.
8. Trustee Hunt – Spoke regarding East Bay Times article on GoFundMe account for Betty Reid Soskin, the need to follow through on the recommendations of the Moss Adams report, and the need to be patient in the hiring process, we want to make good hires.
9. **CONSENT CALENDAR**

Action: M/S/C Trustee Hunt / Trustee Davenport to adopt resolution #R19-041 to approve the consent calendar as presented.

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

1. **Approve Minutes of the September 4, 2019 Regular Meeting**

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the September 4, 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 #R19-042.

1. **Authorization to Open the Central Library and all Branches One Hour Late to Allow Adequate Time for All-Staff Meetings**

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt a resolution to open the Central Library and all Branch Libraries one hour later on January 31, May 29, July 31, and October 30, 2020 to allow adequate time for the all-staff meeting.

Financial Implications: See report.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R19-043.

1. **2020 Regular Meeting Schedule for the Board of Library Trustees**

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt a resolution approving dates, times and locations for the 2020 regular meeting schedule for the Board of Library Trustees.

Financial Implications: See report.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R19-044.

1. **2020 Berkeley Public Library Holiday & Early Closing Schedule**

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt the resolution approving the 2020 Berkeley Public Library Holiday & Early Closing Schedule.

Financial Implications: See report.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R19-045.

1. **US Census 2020**

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt a resolution recognizing the importance of the 2020 Census and highlighting the role of the Library in providing information about and access points for participation in the 2020 Census to ensure a fair and complete count.

Financial Implications: See report.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R19-046.

1. **Spending Authority: Construction Management Services**

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt the resolution authorizing the Director of Library Services to expend budgeted appropriations with O’Connor Construction Management, Inc. from the Library Tax Fund for Construction Management Services associated with the Central Library Improvements Project in an amount not to exceed $236,375. The City of Berkeley Public Works Department has a current contract with the firm and will manage the contract during the duration of the Central Library Improvements project.

Financial Implications: See report.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R19-047.

1. **Library Response to Air Quality Events**

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt a resolution permitting the Library Director to open to the public the Tarea Hall Pittman South Branch (THPS) on Sundays for at least four hours when, due to a wildfire incident, the San Francisco Air Quality Index (AQI), as publicly communicated by the California Air Resources Board (CARB), exceeds a score of 150 at any time during the week prior to the Sunday in question or if CARB or the Environmental Protection Agency (EPA) predicts that the AQI will reach that level on that Sunday.

Financial Implications: See report.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R19-048.

1. **ACTION CALENDAR**
2. **Discussion and Nominations for the Selection of Board President and Vice-President**

From: Elliot Warren, Acting Director of Library Services

Recommendation: Following discussion, the Board will nominate Trustees to sit as President and Vice-President, for the term commencing November 14, 2019, for a one-year term.

Financial Implications: None.

Contact: Elliot Warren, Acting Director of Library Services

Action: M/S/C Trustee Hunt / Trustee Hahn to postpone until November 13, 2019 BOLT meeting.

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

1. **INFORMATION CALENDAR**
2. **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

1. **Current Vacancies–** Danielle McMillian, Assoc. Human Resources Analyst, provided an update on vacancies. Attachment 1.

From: Board of Library Trustees

Contact: Danielle McMillian, Assoc. Human Resources Analyst

Action: Received

1. **AGENDA BUILDING**

* Selection of Board President and Vice President
* Vacancies
* Director Recruitment
* Written legal opinion on a single Board of Library Trustees member involvement in selection of recruitment firm.

1. **ADJOURNMENT**

Adjourned at 7:45 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of October 2, 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. Current Vacancies Presentation