



**MINUTES**  
**Berkeley Public Library - Board of Library Trustees Special Meeting**  
**Wednesday, January 15, 2019 6:30 PM**

Central Library – 2090 Kittredge Street

Board of Library Trustees:

John Selawsky, President	Diane Davenport
Amy Roth, Vice President	Sophie Hahn
	Judy Hunt

**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.  
Trustee Hahn arrived at 6:32 pm.

Absent: None.

Also Present: Elliot Warren, Acting Director of Library Services; Dennis Dang, Administrative & Fiscal Services Manager; Jay Dickinson, Circulation Services Manager; Alicia Abramson, Information Technology Manager; Bae Smith, Supervising Librarian Collection Services; Danielle McMillian, Assoc. Human Resources Analyst; Aimee Reeder; Ass't Management Analyst; Eve Franklin, Administrative Secretary.

**2. Public Comments:** 1 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 speakers

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

- A. **Trustee Hunt** – reported the Library of Congress has named Jason Reynolds as New National Ambassador for Young People's Literature and the diverse selection of programs on the poster by the first floor elevator in Central Library.
- B. **Trustee Hahn** – Inspired by Jason Reynolds, could we invite him to BPL? Happy New Year and looking forward to the upcoming Author's Dinner.
- C. **Trustee Roth** – Reported on that the New York Times 52 Places to Go included the Calgary Public Library.
- D. **Trustee Selawsky** – We are ready for the challenge of selecting a Library Director, we will get input from staff, union and community.

**II. CONSENT CALENDAR**

Action: M/S/C Trustee Roth / Trustee Davenport to adopt resolution #R20-001 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 December 4, 2019 Regular Meeting**

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the December 4, 2019 Regular Meeting of the Board of Library Trustees as amended.

Financial Implications: None.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R20-002.

**B. Contract: AMA.Net**

From: Library Information Systems Administrator

Recommendation: Adopt a Resolution authorizing the Director of Library Services to execute a contract with AMS.Net for the purchase of network firewall hardware and software, installation services and training for Library staff utilizing the MERCED County Fast Open Contracts Utilization Services (FOCUS) program Contract No. 2015109 with AMS.NET as a purchasing vehicle, for the period beginning January 9, 2020 through January 31, 2023, for an amount not-to-exceed (NTE) \$105,000.

Financial Implications: None.

Contact: Alicia Abramson, Library Information Systems Administrator

Action: Adopted resolution #R20-003.

**III. ACTION CALENDAR**

**A. Appointment of The Berkeley City Manager as Staff Lead for the Board of Library Trustee's 2020**

**Library Director Search**

From: Sophie Hahn, Bolt Trustee, Berkeley Vice Mayor & District 5 Councilmember

Recommendation: Adopt a Resolution to appoint the Berkeley City Manager (and her designees, including but not limited to the Human Resources Director) as the Staff Lead for the 2020 Board of Library Trustees' Library Director search, and authorize her and her designees to work with the Board of Library Trustees, the search consultant (CPS HR) and the Library's Human Resources staff to support successful execution of BOLT's search and selection process for a new Library Director..

Financial Implications: See Report.

Contact: Sophie Hahn, Bolt Trustee, Berkeley Vice Mayor & District 5 Councilmember

Action: M/S/C Trustee Hahn / Trustee Hunt to adopt resolution #R20-004 that Berkeley's City Manager, with her Designees, will be a staff partner in support of BOLT's 2020 Library Director search and selection process, with the authority to work directly with BOLT, Library HR Staff and BOLT's selected HR consultant, CPS HR to lead and support BOLT's 2020 Library Director search and selection process.

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

**B. Discussion and possible Action on a Path Forward to Complete and Adopt Bylaws for the Board of Library Trustees**

From: Sophie Hahn, Bolt Trustee, Berkeley Vice Mayor & District 5 Councilmember

Recommendation: Discuss and possibly take action on a path forward to complete and adopt ByLaws for the Board of Library Trustees.

Financial Implications: See Report.

Contact: Sophie Hahn, Bolt Trustee, Berkeley Vice Mayor & District 5 Councilmember

Action: Acting Director Warren to research options for getting drafting assistance in writing up the draft bylaws, incorporating Subcommittee and BOLT input into the document, working with the City Attorney and Clerk's offices to review the document, and helping BOLT finalize and adopt the document.

**IV. 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. Recruitment Report for 2<sup>nd</sup> Quarter of FY2020**– Elliot Warren, Acting Director of Library Services

From: Acting Director of Library Services

Contact: Elliot Warren, Acting Director of Library Services

Action: Received

**C. Recruitment of Director of Library Services**–

From: Associate Human Resources Analyst

Contact: Danielle McMillian, Associate Human Resources Analyst

Action: Received

**V. AGENDA BUILDING**

- Review June 5, 2019 resolution on Director of Library Services Recruitment Process.
- Moss Adams update on what has been done, what is in process of being done, and what still needs to be done.
- Proposing Vaping Lounge near West Branch

**VI. ADJOURNMENT**

Adjourned at 8.37 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the special meeting of January 15, 2020 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.