



MINUTES
Berkeley Public Library - Board of Library Trustees Regular Meeting
Wednesday, March 4, 2020 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: 6:36 pm.

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

Absent: None.

Also Present: Elliot Warren, Acting Director of Library Services; Alicia Abramson, Information Technology Manager; Jay Dickinson, Circulation Services Manager; Danielle McMillian, Assoc. Human Resources Analyst; Aimee Reeder; Ass't Management Analyst; Eve Franklin, Administrative Secretary.
Pam Derby, CPS HR Consulting

2. Public Comments: 1 speakers.

3. Comments from Library Unions:

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

4. Comments from Board of Library Trustees

- A. **Trustee Hahn** – Thanked staff for an interesting, exciting, positive mission and goal building process with consultants. Spoke regarding Collection Management Policy which was approved by BOLT and the Collection Management Plan which was developed by staff.
- B. **Trustee Roth** – Congratulations to the Foundation for a really successful Authors Dinner.
- C. **Trustee Davenport** – This month has been focused on the Director search with regular meetings with HR staff and consultant Pam Derby, two public meetings held by Pam Derby, and meeting with Pam Derby about the video that will start filming this Friday. Very cognizant of moving this forward in a timely way so we can get the search done as efficiently as possible but also having as much public, staff and board input as possible. Toured the construction at Central. It was helpful to be in those spaces to see what they are like and to dream about what they are going to be like. Attended the Mary Lou's Apartment event at Tarea Hall Pittman South Branch last Saturday and it was spectacular.
- D. **Trustee Hunt** – Thanks to Staff from acting Director to line staff for responses to so many emergencies from the power cutoffs and now the corona virus. Whenever there is a disaster or emergency, all City of Berkeley staff are expected to provide services as disaster service workers. Commended staff and vendor for work on Director search.
- E. **President Selawsky** – Mission Visioning workshop was very well run and put together and productive for the board. The city of Berkeley received a Granicus Digital award for city's response to 2019 wildfire threats, and the library was specifically cited for communication and for opening up the Tarea Hall Pittman South Branch on a Sunday when it would not normally be open. Thanks to

staff who made that possible. Elliot Warren has been involved with meetings with the City of Berkeley's Emergency Operations Center in response to the corona virus, glad to see that the library is involved in developing protocols for this evolving event.

II. CONSENT CALENDAR

Action: M/S/C Trustee Davenport / Trustee Roth to adopt resolution #R20-008 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 February 5, 2020 Regular Meeting

From: Acting Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the February 5, 2020 Regular Meeting of the Board of Library Trustees as amended.

Financial Implications: None.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R20-009.

B. Contract Amendment: No. 111863-1 Roberto Salcido dba Hercules Electric

From: Brian Gavin, Senior Building Maintenance Supervisor

Recommendation: Adopt the resolution authorizing the Director of Library Services to execute an amendment to Contract No. 111863-1 (Fund\$: 10332) with Roberto Salcido dba Hercules Electric for on-call electrical services providing for an incremental increase of \$30,000 to a revised contracted value not to exceed \$80,000 and to amend the Contract's date of expiration to December 31, 2022 from December 31, 2020.

Contact: Brian Gavin, Senior Building Maintenance Supervisor

Action: Adopted resolution #R20-010

C. Contract Amendment: No. 9563 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. 99497-1 (converted from Fund\$ Contract No. 9563) with Noll & Tam Architects and Planners to provide for an incremental increase of \$20,000 for added design services, thereby increasing the Contract's allowable not-to-exceed amount to \$585,416 and to extend the term of the Contract to June 30, 2021.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R20-011

D. Adopt a Resolution to Apply for and Accept Grant Funds for 10 GB High Speed Broadband

From: Elliot Warren, Acting Director of Library Services

Recommendation: Adopt a resolution authorizing the Director of Library Services to apply for and accept, if awarded, up to \$60,000 from the California State Library to offset the costs associated with the Library's planned upgrade to a 10 GB Internet connection.

Contact: Elliot Warren, Acting Director of Library Services

Action: Adopted resolution #R20-012

III. ACTION CALENDAR

A. Update on Implementation of Moss Adams Recommendations

Elliot Warren reviewed progress to date followed by Board discussion.

From: Judy Hunt, Trustee

Recommendation: BOLT and the Acting Library Director should discuss the twenty-three observations and recommendations from Moss Adams and note the status of organizational progress in core areas - Leadership, Management and Staff.

Financial Implications: None.

Contact: Judy Hunt, Trustee

Action: No Action Taken

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. FYTD 2020 – 2nd Quarter YTD Budget Report** – Dennis Dang, Admin & Fiscal Services Manager
From: Admin & Fiscal Services Manager
Contact: Dennis Dang, Admin & Fiscal Services Manager
Action: Received
- C. Recruitment of Director of Library Services** – Danielle McMillian, Associate Human Resources Analyst
From: Associate Human Resources Analyst
Contact: Danielle McMillian, Associate Human Resources Analyst
Action: Received

V. AGENDA BUILDING

- BOLT Bylaws
- Staff report
- Building Blox
- Video

VI. ADJOURNMENT

Adjourned at 8:15 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of March 4, 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.