



## BERKELEY PUBLIC LIBRARY BOARD OF LIBRARY TRUSTEES

**SPECIAL MEETING**  
Monday, 09/14/2020

**AGENDA**  
8:15 PM

This Meeting Will Be  
Conducted Exclusively  
Through Videoconference And  
Teleconference

Commission Members:

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

### **PUBLIC ADVISORY:**

**This Meeting Will Be Conducted Exclusively Through Videoconference And Teleconference**

*Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the June 3, 2020 meeting of the Board of Library Trustees will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order and the Shelter-in-Place Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.*

*To access the meeting remotely: Join from a PC, Mac, iPad, iPhone, or Android device: Please use this URL <https://us02web.zoom.us/j/82634141933>*

*If you do not wish for your name to appear on the screen, then use the drop down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon by rolling over the bottom of the screen.*

*To join by phone: Dial [1-669-900-9128](tel:1-669-900-9128) and enter Meeting ID: [826 3414 1933](tel:826-3414-1933). If you wish to comment during the public comment portion of the agenda, Press \*9 and wait to be recognized by the Chair. NOTE: Your phone number will appear on the screen.*

*To submit an e-mail comment during the meeting to be read aloud during public comment, email [BOLT@cityofberkeley.info](mailto:BOLT@cityofberkeley.info) with the Subject Line in this format: "PUBLIC COMMENT ITEM ##." Please observe a 150 word limit. Time limits on public comments will apply. Written comments will be entered into the public record.*

*Please be mindful that the teleconference will be recorded as any Board of Library Trustees meeting is recorded, and all other rules of procedure and decorum will apply for Board of Library Trustees meetings conducted by teleconference or videoconference.*

*This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to [Eve Franklin, Administrative Secretary, \(510\) 981-6102](mailto:Eve.Franklin@cityofberkeley.info). The Board of Library Trustees may take action related to any subject listed on the Agenda.*

## **I. PRELIMINARY MATTERS**

### **A. Roll Call**

### **B. Public Comment (Limited to Agenda Items)**

*Speakers are allowed 3 minutes each for up to 10 speakers; if more than 10 individuals have filled out and submitted cards to speak, the time for all speakers will be reduced to 2 minutes per person and if more than 20 individuals have submitted speaker's cards, the time per person will be reduced to one minute each, for a maximum of one hour of public comment.*

## **II. ACTION CALENDAR**

### **A. Public Reports of actions taken pursuant to Government Code Section 54957.1.**

### **B. Salary Increase for the Director of Library Services**

*Recommendation: Adopt the resolution approving a \$3.3584 per hour merit salary increase effective September 6, 2020, for the Deputy Director of Library Services.*

### III. ADJOURNMENT

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*This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to Elliot Warren, 510-981-6195, ewarren@cityofberkeley.info.*

*Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: E-mail addresses, names, addresses, and other contact information are not required but, if included in any communication to a City board, commission, or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission, or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission, or committee for further information.*

*Any writings or documents provided to a majority of the commission regarding any item on this agenda will be made available for public inspection at the Berkeley Public Library Administration Office located at 2090 Kittredge Street - 3rd Floor Admin Wing, Berkeley, CA 94704.*



#### **COMMUNICATION ACCESS INFORMATION:**

This meeting is being held in a wheelchair-accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting.

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I hereby certify that the agenda for this regular/special meeting of the Berkeley City Commission on Commissions was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way and in front of the Central Public Library at 2090 Kittredge Street as well as on the Berkeley Public Library's website, on September 10, 2020.

//s//

A handwritten signature in blue ink that reads "E Warren".

Elliot Warren, Acting Director of Library Services  
Serving as Secretary to the Board of Library Trustees



**ACTION CALENDAR**  
September 14, 2020

**TO:** Board of Library Trustees

**FROM:** John Selawsky, Chairperson, Board of Library Trustees

**SUBJECT:** SALARY INCREASE FOR THE DEPUTY DIRECTOR OF LIBRARY SERVICES

**RECOMMENDATION**

Adopt the resolution approving a \$3.3584 per hour merit salary increase effective September 6, 2020, for the Deputy Director of Library Services.

**FISCAL IMPACT**

The salary and benefits for the Deputy Director of Library Services are included in the Fiscal Year 2020 and 2021 Department Budget.

**BACKGROUND**

The Director of Library Services position has been vacant since September 22, 2017. During the last three years, this vacancy has been filled by the appointment of Elliot Warren as Acting Director of Library Services. Since then, Warren has been successfully performing his duties as Deputy Director and while serving as Acting Library Director. Based on the Deputy Director's performance, a merit-based salary increase was appropriate. This merit increase is in alignment with the salary schedule for Deputy Director.

**FUTURE ACTION**

No future action is needed.

**Attachments:**

1. Resolution

**BOARD OF LIBRARY TRUSTEES**

**RESOLUTION NO.: R20-\_\_\_**

**MERIT INCREASE FOR THE DEPUTY DIRECTOR OF LIBRARY SERVICES**

WHEREAS, Elliot Warren began his position as the Deputy Director of Library Services on February 14, 2017; and

WHEREAS, on September 14, 2020 the Board of Library Trustees recessed into a closed session to discuss the performance evaluation of the Deputy Director of Library Services; and

WHEREAS, during that Closed Session the Board of Library Trustees agreed that the Deputy Director of Library Services' performance warranted a merit-based salary increase.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley that it hereby approves a merit salary increase of \$3.3584 per hour merit salary increase effective September 6, 2020.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a special meeting held on September 14, 2020.

AYES:

NOES:

ABSENT:

ABSTENTIONS:

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John Selawsky, Chairperson

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Elliot Warren, Acting Director of Library Services  
Serving as Secretary to the Board of Library Trustee