



MINUTES
Berkeley Public Library - Board of Library Trustees Special Meeting
Wednesday, May 26, 2021 6:30 PM

This meeting was conducted exclusively through videoconference and teleconference.

Board of Library Trustees:

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

PRELIMINARY MATTERS

A copy of the agenda packet can be found at <http://www.berkeleypubliclibrary.org/about/board-library-trustees>

1. **Call to order:** ___ pm.
Present: Trustees Davenport, Hahn, Roth and Selawsky.
Absent: None.
Also Present: Tess Mayer, Director of Library Services; Dennis Dang, Administrative and Fiscal Services Manager; Alicia Abramson, Information Technology Services Manager; Jay Dickinson, Circulation Manager; Amanda Myers, Acting Library Services Manager; Aimee Reeder, Assistant Management Analyst; Danielle McMillian, Associate Human Resources Analyst; Eve Franklin, Administrative Secretary;
2. **Public Comments:** 0 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) – 0 speakers
 - C. Public Employees Union, LOCAL 1 – 0 speakers
4. **Comments from Board of Library Trustees**
 1. **Trustee Selawsky** – Gratitude to our Director and all our staff. Library locations will begin opening up for limited indoor services. North will open Friday May 28, West will begin on Monday June 7, and Central will open the first floor only on Tuesday, June 15.

I. CONSENT CALENDAR

Action: M/S/C Trustee ___/Trustee ___ to adopt resolution #R21-90 to approve the consent calendar.

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

A. Approve Minutes of the May 5, 2021 Regular Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the May 5, 2021 Regular Meeting of the Board of Library Trustees as presented.

Financial Implications: None

Contact: Tess Mayer, Director of Library Services

Action: Adopted resolution #R21-91.

B. Recommendation to City Council – Contract: Rainbow Waterproofing & Restoration

From: Director of Library Services

Recommendation: Adopt the resolution to recommend that the City Council adopt a resolution:

1. Approving plans and specifications for the Central Library Stucco Restoration Project, Specification No. 20-11405-C;

2. Accepting the bid of Rainbow Waterproofing & Restoration as the lowest responsive and responsible bidder;
3. Authorizing the City Manager to execute a contract and any amendments, extensions or other change orders until completion of the project in accordance with the approved plans and specifications, for an amount not to exceed \$702,384.00, which includes a 20% contingency of \$117,064.00.

Financial Implications: None

Contact: Tess Mayer, Director of Library Services

Action: Adopted resolution #R21-92.

C. Contract Amendment: No. 108425-1, Johnson Controls, Inc.

From: Senior Building Maintenance Supervisor

Recommendation: Adopt the resolution authorizing the Director of Library Services to amend Contract No. 108425-1 with Johnson Controls, Inc. for service maintenance and monitoring of the building management system at the North Branch Library in an incremental amount of \$35,000.00 for a contracted value not-to-exceed \$85,000.00; and to amend the Contract's date of expiration to August 31, 2024 from August 31, 2021.

Financial Implications: None

Contact: Brian Gavin, Senior Building Maintenance Supervisor

Action: Adopted resolution #R21-93.

D. Contract Amendment: No. 11487891, Sevaa Group, Inc.

From: Alicia Abramson, Library Information Systems Administrator

Recommendation: Adopt the resolution authorizing the Director of Library Services to amend Contract No. 114878-1 with Sevaa Group, Inc. to provide for an increase of \$37,450.00 from \$74,325.00, thereby increasing the Contract's allowable not-to-exceed amount to \$111,775.00, and to extend the term end date to June 30, 2023.

Financial Implications: None

Contact: Alicia Abramson, Library Information Systems Administrator

Action: Adopted resolution #R21-94.

II. ACTION CALENDAR

A. Recommendation to City Council on FY 2022 Library Tax Rates

From: Director of Library Services

Recommendation: Adopt the resolution to recommend that the Berkeley City Council set the FY 2022 tax rate for funding the provision of Library Services in the City of Berkeley at \$0.2402 (24.02 cents) per square foot for dwelling units and \$0.3632 (36.32 cents) per square foot for industrial, commercial, and institutional buildings.

Financial Implications: See Report.

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee ____/Trustee ____ to adopt resolution #R21-95.

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

B. Proposed Budget FY 2022 – All Library Funds

From: Administrative and Fiscal Services Manager

Recommendation: Adopt the resolution to approve the proposed revenue budgets for FY 2022 of \$22,041,603 and the proposed expenditure budgets for FY 2022 of \$25,655,784.

Financial Implications: See Report.

Contact: Dennis Dang, Administrative and Fiscal Services Manager

Action: M/S/C Trustee ____/Trustee ____ to adopt resolution #R21-96.

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

C. Trustee Recruitment Process Update

From: Director of Library Services

Recommendation: Extend the Trustee application window through close of business, Tuesday, June 1, 2021. Adjust the original recruitment timeline as follows:

- a) Include a special meeting date of June 14, 2021 to conduct the interviews/selection process.
- b) Schedule an action item for the July 7 regular BOLT meeting to select preferred candidate to recommend to City Council for inclusion on the September 14 City Council meeting agenda. The associated report to Council must be submitted by August 12, 12pm.

Financial Implications: See Report.

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee ____/Trustee ____ to adopt resolution #R21-97.

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

III. INFORMATION CALENDAR

A. Monthly Library Director's Report

From: Director of Library Services

Contact: Tess Mayer, Director of Library Services

Action: Received

IV. AGENDA BUILDING

- Regular Meeting on June 2
- Special meeting tentatively set for June 14

V. ADJOURNMENT

Trustee ____ motioned, Trustee ____ Seconded to adjourn the meeting. All in favor.

Adjourned at ____ PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the special meeting of May 26, 2021 as approved by the Board of Library Trustees

//s// _____

Tess Mayer, Director of Library Services, acting as secretary to BOLT

Attachments: None