



MINUTES
Berkeley Public Library - Board of Library Trustees Regular Meeting
Wednesday, February 2, 2022 6:30 PM

This meeting was conducted exclusively through videoconference and teleconference.

Board of Library Trustees:

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

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:** 6:31 pm.
Present: Trustees Davenport, Greene, Hahn, Roth and Selawsky.
Absent: None
Also Present: Tess Mayer, Director of Library Services; Amanda Myers, Acting Library Services Manager; Jay Dickinson, Circulation Services Manager; My Chan, Associate Human Resources Analyst; Aimee Reeder; Assoc. Management Analyst; Eve Franklin, Administrative Secretary; Nneka Gallaread, Administrative and Fiscal Services Manager.
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) – 0 speakers
 - C. Public Employees Union, LOCAL 1 – 0 speakers
4. **Comments from Board of Library Trustees –**
 1. **Trustee Greene** – I continue to be amazed at the services that the Berkeley Public Library is able to share and provide for our community members.
 2. **Trustee Hahn** - Omicron has continued to be a challenge, I want to acknowledge how difficult that has been for everyone the entire library family at every level of your organization, and thank you all for partnering across the organization to meet yet another very challenging time.
 3. **Trustee Selawsky** - I want to thank our staff, and all Berkeley city staff for stepping up and doing what needs to be done here, it is not easy and sometimes very challenging. Years ago I wrote down the Latin phrase “Liber librum aperit” which roughly translated to one book opens another and it just, it's so simple to me. And so profound, because that's kind of been my life. And that's what the library is for. Thank you library. Thank you staff.

II. CONSENT CALENDAR

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-007 to approve the consent calendar as presented.

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

A. Approve Minutes of the January 19, 2022 Regular Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the January 19, 2022 Regular Meeting of the Board of Library Trustees as presented.

Financial Implications: None

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-008 to approve the minutes as amended (Add Brian Gavin to attendees).

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

Trustee Green motioned, Trustee Hahn seconded, to move Information Calendar Item A. **Outdoor Programming Oral Update** to take place before the Action Calendar.

A. Outdoor Programming Oral Update

Presentations from Michael Kwende; Librarian II at Claremont Branch; Heather Cummins, Supervising Librarian at Central Library Branch; Sierra Gribble, Library Specialist in the Central Support Unit; Dan Beringhele, Supervising Librarian at Tarea Hall Pittman West Branch; Sheila Lew, Library Assistant and temporary Children’s Librarian at North Branch.

III. ACTION CALENDAR

A. Circulation Policy Update to Discontinue Use of Unique Management Services (Collection Agency)

From: Jay Dickinson, Circulation Services Manager

Recommendation: Adopt the resolution to update the Library Circulation Policy by discontinuing the use of Unique Management Services collection agency, and to clarify specifics about replacement of billed items with materials purchased by patrons in lieu of payment.

Financial Implications: None

Contact: Jay Dickinson, Circulation Services Manager

Action: M/S/C Trustee Davenport / Trustee Selawsky to adopt resolution #R22-009 to update the Library Circulation Policy by discontinuing the use of Unique Management Services collection agency, and to clarify specifics about replacement of billed items with materials purchased by patrons in lieu of payment and to remove overdue fees for Cornerstones Kit and Laptops.

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

B. 2022 Board of Library Trustees Priority Setting

From: Tess Mayer, Director of Library Services

Recommendation: Review and discuss priority projects for the Board of Library Trustees (BOLT) for 2022. Identify any necessary additions or changes to the list.

Financial Implications: None

Contact: Tess Mayer, Director of Library Services

update list and include as an information item at the next meeting.

Pursue equity work. Explore the question of library resilience. Identify some personal characteristics, strengths and skills the we would look for in future board members.

No action taken.

C. Authorization for President and Vice-President of the Board of Library Trustees to advance salary study project

From: Tess Mayer, Director of Library Services

Recommendation: Authorize the President and Vice-President of the Board of Library Trustees to advance a salary study for the Executive Director position on behalf of BOLT.

Financial Implications: None

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Davenport / Trustee Hahn to adopt resolution #R22-011 to authorize the President and Vice-President of the Board of Library Trustees to advance a salary study for the Executive Director position on behalf of BOLT.

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

IV. INFORMATION CALENDAR

A. Outdoor Programming Oral Update

From: Michael Kwende; Librarian II at Claremont Branch; Heather Cummins, Supervising Librarian at Central Library Branch; Sierra Gribble, Library Specialist in the Central Support Unit; Dan Beringhele, Supervising Librarian at Tarea Hall Pittman West Branch; Sheila Lew, Library Assistant at North Branch.

This item was moved to before the Action Calendar.

B. Central Library Story Room Project Update

From: Tess Mayer, Director of Library Services
Action: Received

C. Monthly Library Director’s Report – Tess Mayer, Director of Library Services

From: Tess Mayer, Director of Library Services
Action: Received

V. AGENDA BUILDING

Next regular meeting will be held March 2, 2022.

Future topics:

- Finalize Director of Library Services Evaluation
- Review of various topics that are presented at Board meetings
- Claremont Branch report
- Budget process

VI. ADJOURNMENT

Trustee Davenport motioned, Trustee Selawsky seconded to adjourn the meeting.

Vote: Ayes: Trustees Davenport, Hahn, Roth and Selawsky. Noes: None. Absent: None. Abstentions: None.
Adjourned at 8:58 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of February 2, 2022 as approved by the Board of Library Trustees

//s// _____

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

Attachments:

1. Outdoor Programming Oral Update
2. Central Library Story Room Project Update