



MINUTES
Berkeley Public Library - Board of Library Trustees Regular Meeting
Wednesday, May 4, 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:** 6:32 pm.
Present: Trustees Davenport, Greene, Hahn, Roth and Selawsky.
Absent: None
Also Present: Tess Mayer, Director of Library Services; Alicia Abramson, Information Services Technology Manager; 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; Chin Keita, Claremont, Library Assistant; Sheila Lew, North, Librarian; Perlita Payne, Central, Adult Services, Supervising Librarian; Linda Sakamoto, Berkeley Reads Adult & Family Literacy Services, Coordinator.
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**
 - A. Trustee Greene – Thank you to employees of the Berkeley Public Library for providing the very important services and experiences they have for the citizens of the city of Berkeley.
 - B. Trustee Selawsky - Spoke to the importance of continuing to require masking in the library, the library is going to take care of its patrons and its staff. There have been cases of Covid amongst staff during April. It's too early to say this thing is over; there are a couple of variants out there right now.
 - C. Trustee Roth – People who do not want to wear a mask, can use the very excellent and wide range of services that are available from home with a library card.
 - D. Trustee Greene - It's important that our staff be safe from any sorts of belligerence or harassment from trying to enforce a mask mandate. They are employees there to share information.

II. CONSENT CALENDAR

Action: M/S/C Trustee Davenport / Trustee Selawsky to adopt resolution #R22-019 to approve the consent calendar.

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

- A. **Approve Minutes of the April 6, 2022 Regular Meeting**
From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the April 6, 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 Davenport / Trustee Selawsky to adopt resolution #R22-020 to approve the minutes as presented.

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

B. Contract Amendment: No. 9354B Innovative Interfaces, Inc.

From: Alicia Abramson, Manager Library Information Technology

Recommendation: Adopt the resolution authorizing the Director of Library Services to amend Contract No. 9354B with Innovative Interfaces, Inc. for the provision of services related to the implementation of, and subscription license to, the hosted Link+/INN-Reach Resource sharing system and Resource Broker Application, in an incremental amount of \$136,556 for a contracted value not-to-exceed \$1,444,620; and to amend the Contract's date of expiration to ~~June 30, 2022 from December 31, 2025~~ December 31, 2025 from June 30, 2022 from.

Financial Implications: see report

Contact: Alicia Abramson, Manager Library Information Technology

Action: M/S/C Trustee Davenport / Trustee Selawsky to adopt resolution #R22-021 authorizing the Director of Library Services to amend Contract No. 9354B with Innovative Interfaces, Inc. for the provision of services related to the implementation of, and subscription license to, the hosted Link+/INN-Reach Resource sharing system and Resource Broker Application, in an incremental amount of \$136,556 for a contracted value not-to-exceed \$1,444,620; and to amend the Contract's date of expiration to December 31, 2025 from June 30, 2022.

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

C. License Agreement between Library and the Friends of the Berkeley Public Library for use of Space in the Central Library

From: Tess Mayer, Director of Library Services

Recommendation: Adopt the resolution to approve a three-year License Agreement with the Friends of the Berkeley Public Library for the use of office and retail spaces in the Central Library for the period from Sunday January 3, 2018 through Thursday, January 4, 2024.

Financial Implications: see report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Davenport / Trustee Selawsky to adopt resolution #R22-022.

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

D. Contract Amendment: No. 8500, Bibliotheca, LLC

From: Alicia Abramson, Manager Library Information Technology

Recommendation: Adopt a resolution authorizing the Director of Library Services to execute an amendment to Contract No. 8500 with Bibliotheca, LLC by an incremental amount of \$357,351 to increase the contracted not-to-exceed amount to \$1,680,270 for maintenance of the Library's Automated Material Handling (AMH) systems, RFID self-check and staff checkout equipment, materials security equipment and security gates, and to extend the term of the Contract to June 30, 2025.

Financial Implications: see report

Contact: Alicia Abramson, Manager Library Information Technology

Action: M/S/C Trustee Davenport / Trustee Selawsky to adopt resolution #R22-023.

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

III. ACTION CALENDAR

A. Revised Unattended Children Policy

From: Tess Mayer, Director of Library Services

Recommendation: Adopt the resolution to approve the revised Unattended Children Policy updating the Library policy regarding unattended children in the Library, inclusive of clarifying language affirming that Library staff shall not transport unattended children.

Financial Implications: see report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-024.

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

B. Proposed Budget FY 2023-24 – All Library Funds

From: Nneka Gallaread, Admin and Fiscal Services Manager

Recommendation: No action recommended beyond comment and discussion. The following attachment was updated: attachment 4—the Library Tax fund (101) 5-year fund analysis.

Financial Implications: see report

Contact: Tess Mayer, Director of Library Services

Action: No action taken.

C. Bylaws of the City of Berkeley Board of Library Trustees and Accompanying Nomination Policy

From: Tess Mayer, Director of Library Services

Recommendation: Adopt the resolution to adopt the resolution approving the proposed Bylaws of the Board of Library Trustees and the proposed Board of Library Trustees Nomination Policy.

Financial Implications: see report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-025.

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

IV. INFORMATION CALENDAR

A. Racial Justice Advisory Group Update

From: Aimee Reeder; Assoc. Management Analyst; Chin Keita, Claremont, Library Assistant; Sheila Lew, North, Library Assistant; Perlita Payne, Central, Adult Services, Supervising Librarian; Linda Sakamoto, Berkeley Reads Adult & Family Literacy Services, Coordinator.

Action: Received (Attachment 1)

B. 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 June 1, 2022.

Future topics:

- Budget
- Salary Review for Director of Library Services
- Safety and Security report
- Bulletin Board and Literature Policy update

VI. ADJOURNMENT

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

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

Adjourned at 8:22 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of May 4, 2022 as approved by the Board of Library Trustees.

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

Attachments:

1. Racial Justice Advisory Group Update