



MINUTES

Berkeley Public Library - Board of Library Trustees Regular Meeting Wednesday, July 6, 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>

- A. **Call to order:** 6:30 pm.
 - Present: Trustees Davenport, Hahn, Roth and Selawsky.
 - Absent: Trustee Greene
 - Also Present: Tess Mayer, Director of Library Services; Alicia Abramson, Information Services Technology Manager; Jay Dickinson, Circulation Services Manager; Nneka Gallaread, Administrative and Fiscal Services Manager; Amanda Myers, Acting Library Services Manager; Bae Smith, Supervising Librarian, Collection Services; My Chan, Associate Human Resources Analyst; Aimee Reeder; Assoc. Management Analyst; Eve Franklin, Administrative Secretary; Jenna Brotsky, Librarian, Adult Services; Julia Wiswell, Librarian, Adult /Collection Services; Lillian Whithaus, Library Aide, Claremont.
- B. **Public Comments:** 0 speakers.
- C. **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
- D. **Comments from Board of Library Trustees**
 - A. Trustee Davenport – The Benvenue Beats program at Claremont Branch on June 24 was really terrific, kudos to staff.

II. CONSENT CALENDAR

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-032 to approve the consent calendar.

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

A. Approve Minutes of the June 1, 2022 Special Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the June 1, 2022 Special 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 #R22-033 to approve the minutes as presented.

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

B. Approve Minutes of the June 2, 2022 Regular Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the June 1, 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 #R22-034 to approve the minutes as presented.

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

C. Authorization to Close the Central Library and all Branches on Friday, September 23 and September 30, 2022 for two Staff Development Days.

From: Director of Library Services

Recommendation: Adopt the resolution to authorize the closure of the Central Library and all branch libraries on two Fridays, September 23 and 30, 2022 to allow adequate time for participation in staff development.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-035 to approve ###.

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

D. Fiscal Year 2023 Purchase Authorization in Excess of Director of Library Services' Granted Authority

From: Director of Library Services

Recommendation: Adopt the resolution authorizing the Director of Library Services to enter into fiscal year 2023 purchase agreements and approve payments to specified vendors for services encompassing utility, telephone and intranet/internet services, library materials, state taxes, professional services, and office supplies that may exceed the director's delegated spending authority of \$50,000 for services and \$100,000 for goods, materials, and equipment.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-036 to approve ###.

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

III. ACTION CALENDAR

A. Salary Increase for the Director of Library Services

From: Board of Library Trustees President, Amy Roth

Recommendation: Adopt the resolution approving a \$1421 per month salary increase effective January 1, 2022, for the Director of Library Services.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Hahn / Trustee Selawsky to adopt resolution #R22-037 to approve a \$1421 per month salary increase effective January 1, 2022, for the Director of Library Services

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

B. 2022 Board of Library Trustees Priority Setting: Review and Updates

Board Discussion. Trustees Roth and Hahn to work with Director Mayer about future work.

From: Tess Mayer, Director of Library Services

Recommendation: Review and discuss priority projects for the Board of Library Trustees (BOLT) for 2022. Discuss how to structure a more in-depth conversation around Board development.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: No action taken.

C. Collection Management Policy Update

From: Tess Mayer, Director of Library Services

Recommendation: Approve a resolution adopting the revised Collection Management Policy updating the Library policy regarding collection development and maintenance in the Library.

Financial Implications: none

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Hahn / Trustee Davenport to adopt resolution #R22-038.

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

Abstentions: None.

IV. INFORMATION CALENDAR

A. Intellectual Freedom Presentation

From: Jenna Brotsky, Librarian-Adult Services; Bae Smith, Supervising Librarian, Collection Services; Julia Wiswell, Librarian-Adult/Collection Services; Lillian Whithaus, Library Aide, Claremont.

Action: Received (Attachment 1)

Sophie Hahn left the meeting at 7:50pm.

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 September 7, 2022.

Future topics:

- State of the Collection staff report

VI. ADJOURNMENT

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

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

Abstentions: None.

Adjourned at 8:10 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of July 6, 2022 as approved by the Board of Library Trustees.

//s// _____

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

Attachments:

1. Intellectual Freedom Presentation