



MINUTES

Berkeley Public Library - Board of Library Trustees Regular Meeting Wednesday, September 7, 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:** 6:31 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; 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.
- B. **Public Comments:** 1 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 Selawsky – Shout out to Tool Lending staff and Children’s Librarian Emma Coleman encouraging participation in the story time at the Saturday Farmers Market. Also commented Security and Janitorial contractors. Thank you to Tess and staff for arranging the Dr. Watson listening session last week; there were some really good ideas that came out.
 - B. Trustee Greene – Thank you to staff for initiating race work with Dr. Watson.
 - C. Trustee Hahn – Read a fabulous book this summer, *Palaces for the People* by Eric Klinenberg. It has a big chapter on how important libraries are in holding the social fabric of communities together.

II. CONSENT CALENDAR

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-039 to approve the consent calendar minus item D. Protiviti Government Services: Using General Services Administration (GSA) Vehicle for Professional Services Purchase Orders

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

A. Approve Minutes of the July 6, 2022 Regular Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the July 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 Selawsky / Trustee Davenport to adopt resolution #R22-040 to approve the minutes as presented.

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

B. Approve Minutes of the September 1, 2022 Special Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the September 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 #R22-041 to approve the minutes as presented.

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

C. 20th Annual Authors Dinner Event

From: Director of Library Services

Recommendation: Adopt the resolution to.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-042 approving the arrangements in preparation for the 20th annual Authors Dinner to be held on Saturday, March 4, 2023 at the Central Library.

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

D. Protiviti Government Services: Using General Services Administration (GSA) Vehicle for Professional Services Purchase Orders

(Moved to Action Calendar)

III. ACTION CALENDAR

Consent Calendar Item D was moved to the Action Calendar:

D. Protiviti Government Services: Using General Services Administration (GSA) Vehicle for Professional Services Purchase Orders

From: Tess Mayer, Director of Library Services

Recommendations: Adopt a resolution authorizing the Director of Library Services to issue purchase orders with Protiviti Government Services for the purchase of professional services using the General Services Agency's (GSA) purchasing vehicle no. GS-35F-0280X_2026 for an amount not to exceed \$75,000 through June 30, 2023.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Roth to adopt resolution #R22-043 authorizing the Director of Library Services to issue purchase orders with Protiviti Government Services for the purchase of professional services using the General Services Agency's (GSA) purchasing vehicle no. GS-35F-0280X_2026 for an amount not to exceed \$75,000 through June 30, 2023.

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

A. Circulation Policy Update

From: Circulation Services Manager

Recommendation: Adopt the resolution to update the Library Circulation Policy by reducing limitations on tool borrowing, eliminating fines on tools, simplifying tool lending periods, and adjusting patron hold volumes so that they meet patron needs, library operational needs, and are more in line with other Bay Area libraries.

Financial Implications: See report

Contact: Jay Dickinson, Circulation Services Manager

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-044 to update the Library Circulation Policy by reducing limitations on tool borrowing, eliminating fines on tools, simplifying tool lending periods, and adjusting patron hold volumes so that they meet patron needs, library operational needs, and are more in line with other Bay Area libraries.

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

Trustee Selawsky left the meeting at 7:24pm

B. Board of Library Trustees Bylaws Update

From: Tess Mayer, Director of Library Services

Recommendations: Adopt a resolution amending the adopted Bylaws of the Board of Library Trustees as described below.

“In July of each year, an information report shall be included on the Regular BOLT Meeting Agenda reviewing the rules for elections to the Offices of President and Vice President and the duties of such Officers and calling for nominations to be made at the September BOLT meeting” to take effect September 8, 2022.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Hahn / Trustee Greene to adopt resolution #R22-045 amending the adopted Bylaws of the Board of Library Trustees as described below.

“In July of each year, an information report shall be included on the Regular BOLT Meeting Agenda reviewing the rules for elections to the Offices of President and Vice President and the duties of such Officers and calling for nominations to be made at the September BOLT meeting” to take effect September 8, 2022.

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

IV. INFORMATION CALENDAR

A. State of the Collection Update

From: Bae Smith, Supervising Librarian, Collection Services.

Action: Received (Attachment 1)

B. Summer Reading Update

From: Erica Glenn, Senior Librarian, Children’s Services.

Action: Postponed to a future agenda

C. Review Rules for Nominations for the Selection of Board President and Vice-President

From: Tess Mayer, Director of Library Services

Action: Received

D. 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 October 19, 2022.

Future topics:

- Summer Reading

- Art & Music
- Adult Services Department Update
- COB Contracting review
- Schedule BOLT Retreat

VI. ADJOURNMENT

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

Vote: Ayes: Trustees Davenport, Greene, Hahn, and Roth. Noes: None. Absent: Trustee Selawsky. 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 September 7, 2022 as approved by the Board of Library Trustees.

//s// _____

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

Attachments:

1. State of the Collection Update Presentation