



MINUTES

Berkeley Public Library - Board of Library Trustees Regular Meeting Wednesday, October 19, 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.
John Selawsky arrived 6:33pm
 - Absent: None.
 - Also Present: Tess Mayer, Director of Library Services; Alicia Abramson, Information Services Technology Manager; Jay Dickinson, Circulation Services Manager; Amanda Myers, Acting Library Services Manager; My Chan, Associate Human Resources Analyst; Aimee Reeder; Assoc. Management Analyst; Eve Franklin, Administrative Secretary; Perlita Payne, Supervising Librarian, Central Adult Services; Kasey Breien, Librarian I; Jef Findley, Librarian II, and Fabiola Hernandez-Soto, Librarian I.
- B. **Ceremonial Matters:**
 - 1. Adjourn in memory of Amelia Tavistock, library employee
- C. **Public Comments:** 0 speakers.
- D. **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
- E. **Comments from Board of Library Trustees**
 - A. Trustee Davenport – Really enjoyed Dr. Lori A. Watson Race Work training.
 - B. Trustee Hahn – Expressed condolences, we have had a tragic loss in the Library.
 - C. Trustee Greene – Race Work training was excellent. Thank you to staff for initiating this training.
 - D. Trustee Roth – Race Work training was eye opening on many levels.

II. CONSENT CALENDAR

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-046 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 September 7, 2022 Regular Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the September 7, 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 #R22-047 to approve the minutes as presented.

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

B. Authorization to Open the Central Library and all Branches One Hour Late to Allow Adequate Time for All-Staff Meetings during 2023

From: Director of Library Services

Recommendation: Adopt a resolution to open the Central Library and all Branch Libraries one hour later on March 31, June 30, and September 29, 2023 to allow adequate time for the all-staff meeting.

Financial Implications: None

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-048 to open the Central Library and all Branch Libraries one hour later on March 31, June 30, and September 29, 2023 to allow adequate time for the all-staff meeting.

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

C. 2023 Regular Meeting Schedule for the Board of Library Trustees

From: Director of Library Services

Recommendation: Adopt the resolution approving dates, times and locations for the 2023 regular meeting schedule for the Board of Library Trustees.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-049 approving dates, times and locations for the 2023 regular meeting schedule for the Board of Library Trustees.

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

D. 2023 Berkeley Public Library Holiday & Early Closing Schedule

From: Director of Library Services

Recommendation: Adopt the resolution approving the 2023 Berkeley Public Library Holiday & Early Closing Schedule.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Selawsky / Trustee Davenport to adopt resolution #R22-050 approving the 2023 Berkeley Public Library Holiday & Early Closing Schedule with correction of the Lincoln's Birthday holiday to February 13, 2023.

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

III. ACTION CALENDAR

A. Nominations for the Selection of Board President and Vice-President

From: Director of Library Services

Recommendation: Following discussion, the Board will nominate Trustees to sit as President and Vice-President, for the term commencing November 3, 2022, for a one-year term.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: Trustee Davenport nominated Amy Roth as President for a second term. Trustee Selawsky nominated Sophie Hahn as Vice-President for a second term. The election of officers will be held at the November 2, 2022 meeting, per the process established in the adopted Bylaws of the Board of Library Trustees.

B. Gift and Donation Policy Update

From: Director of Library Services

Recommendation: Approve a resolution adopting the revised Gift and Donation Policy updating the Library policy regarding managing gifts and donations to the Library.

Financial Implications: See report

Contact: Tess Mayer, Director of Library Services

Action: M/S/C Trustee Davenport / Trustee Selawsky to adopt resolution #R22-051 to approve the revised Gift and Donation Policy updating the Library policy regarding managing gifts and donations to the Library.

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

IV. INFORMATION CALENDAR

A. Central Adult Services Update

From: Perlita Payne, Supervising Librarian, Central Adult Services; Kasey Breien, Librarian II; Jef Findley, Librarian II, and Fabiola Hernandez-Soto, Librarian I

Action: Received (Attachment 1)

B. Strategic Planning 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 November 2, 2022.

Future topics:

- Election of Officers

VI. ADJOURNMENT

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

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

Adjourned in honor of Amelia Tavistock at 7:56 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of October 19, 2022 as approved by the Board of Library Trustees.

//s// _____

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

Attachments:

1. Central Adult Services Update Presentation