



MINUTES
Berkeley Public Library - Board of Library Trustees Regular Meeting
Wednesday, January 4, 2023 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:** 6:33 pm.
Present: Trustees Davenport, Greene, Roth and Selawsky.
Absent: Trustee Hahn.
Also Present: Jay Dickinson, Circulation Services Manager; Bill Kolb, Library Services Manager; My Chan, Associate Human Resources Analyst; Aimee Reeder; Assoc. Management Analyst; Eve Franklin, Administrative Secretary; Heather Cummins, Supervising Librarian, Central Support Services; Brian Gavin, Building Maintenance Supervisor, Facilities
- B. **Ceremonial Matters:** none.
- 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 - Wish everybody Happy New Year. I've enjoyed working with you all of this time, and look forward to the rest of my time this year.
 - B. Trustee Roth - Happy New Year, and hoping that we have a good year together.

II. CONSENT CALENDAR

Action: M/S/C Trustee Davenport / Trustee Selawsky to adopt resolution #R23-001 to approve the consent calendar as presented.

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

A. Approve Minutes of the December 7, 2022 Regular Meeting

From: Director of Library Services

Recommendation: Adopt a resolution to approve the minutes of the December 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 Hahn to adopt resolution #R23-002 to approve the minutes as presented.

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

B. Contract Amendment AMS.net

From: Manager, Library Information Technology

Recommendation: Adopt a Resolution authorizing the Director of Library Services to amend to contract No. 32000170 with AMS.Net for the continued support and maintenance of network firewall hardware and software, including software updates, in an incremental amount of \$97,612.00 for a contracted not-to-exceed value of \$202,612 and to amend the Contract’s date of expiration from June 30, 2024 to March 3, 2026.

Financial Implications: see report

Contact: Alicia Abramson, Manager, Library Information Technology

Action: M/S/C Trustee Selawsky / Trustee Hahn to adopt resolution #R23-003 to amend to contract No. 32000170 with AMS.Net for the continued support and maintenance of network firewall hardware and software, including software updates, in an incremental amount of \$97,612.00 for a contracted not-to-exceed value of \$202,612 and to amend the Contract’s date of expiration from June 30, 2024 to March 3, 2026.

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

III. ACTION CALENDAR

A. Proposed Personnel Changes, Impact to Budget FY 2023-24 – All Library Funds

From: Administrative and Fiscal Services Manager

Recommendation: Amend the FY 2023 and FY 2024 approved Expenditures Budget for the Library Tax Fund by **\$259,016.05** in FY 2023 and **\$261,606.12** in 2024 to provide for a new position, a Program Manager II, that will support the Equity, Diversity, and Inclusion program at the Library.

Financial Implications: see report.

Contact: Nneka Gallaread, Administrative and Fiscal Services Manager

Action: M/S/C Trustee Selawsky / Trustee Roth to adopt resolution #R23-004 amending the FY 2023 and FY 2024 approved Expenditures Budget for the Library Tax Fund to provide for the addition of a new, position of an Equity, Diversity, and Inclusion Program Manager with a budget impact of \$259,016.05 for Salary and a benefits package (estimated at 70% of salary). The Director will have discussions with staff about the Senior Librarian position. The Senior Librarian position remains on the Library’s position control.

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

B. Report on recruitment process to fill vacancy on Board of Library Trustees (BOLT) created by Trustee Davenport’s term end effective May 15, 2023

From: Director of Library Services

Recommendation: Review process to recruit for vacancy on Board of Library Trustees created by the end of Trustee Davenport’s second term, effective May 15, 2023 as described in the Board of Library Trustees Bylaws and Board of Library Trustees Nominations Policy (attachments). Per process, form an ad hoc subcommittee to steer the recruitment process.

Financial Implications: none.

Contact: Tess Mayer, Director of Library Services

Action: No Action taken.

IV. INFORMATION CALENDAR

A. State of Facilities

From: Brian Gavin, Building Maintenance Supervisor

Action: Received (Attachment 1)

B. Central Support Unit

From: Heather Cummins, Supervising Librarian

Action: Received (Attachment 2)

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 February 1, 2023.

VI. ADJOURNMENT

Trustee Davenport / Trustee Selawsky to adjourn the meeting.

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

Abstentions: None.

Adjourned at 8:34 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of January 4, 2023 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. State of Facilities Presentation
2. Central Support Unit Presentation