



MINUTES
Berkeley Public Library - Board of Library Trustees Regular Meeting
Wednesday, April 2, 2025
6:30 PM
West Branch - 1125 University Avenue, Berkeley CA 94702

Board of Library Trustees:
Beverly Greene, President Shoshana O'Keefe
Tanir Ami, Vice President Amy Roth
Priscilla Villanueva

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:** 6:46 PM
Present: Trustees Ami, Greene, O'Keefe and Villanueva.
Trustee Ami arrived at 6:50 PM

Absent: Trustee Roth

Also Present: Tess Mayer, Director of Library Services; Henry Bankhead, Deputy Director; Aimee Reeder, Communications Manager; Jacqui Rodriguez, Administrative Secretary
- B. Ceremonial Matters:** None.
- C. Public Comments:** 0 speakers.
- D. Comments from Library Unions:**
1. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 0 speakers
 2. SEIU, LOCAL 1021 (Maintenance and Clerical Units) – 0 speakers
 3. Public Employees Union, LOCAL 1 – 0 speakers
- E. Comments from Board of Library Trustees:** None.

II. CONSENT CALENDAR

Action: M/S/C (O'Keefe/ Villanueva) to adopt Resolution No. 25-014 to approve the consent calendar as presented.

Vote: Ayes: Trustee Greene, O'Keefe, Villanueva. Noes: None. Absent: Trustee Ami, Roth. Abstentions: None.

- A. Approve Minutes of the March 5, 2025 Regular Meeting**
From: Tess Mayer, Director of Library Services
Recommendation: Adopt a resolution to approve the minutes of the March 5, 2025, Regular Meeting of the Board of Library Trustees.
Contact: Tess Mayer, Director of Library Services
Action: Adopted Resolution No. 25-015 to approve the minutes of the March 5, 2025, Regular Meeting as submitted.
- B. Contract Amendment: No. 32100093, Pacific Site Management**
From: Henry Bankhead, Deputy Director of Library Services
Recommendation: Adopt a resolution authorizing the Director of Library Services to amend Contract No. 32100093 with Pacific Site Management for the provision of landscape maintenance services at all Berkeley Public Library facilities in an incremental increase of \$120,000.00, thereby increasing the contracted total not-to exceed amount to \$240,000.00, and to amend the Contract's date of expiration to December 31, 2027 from December 31, 2024.
Contact: Tess Mayer, Director of Library Services
Action: Adopted Resolution No. 25-016.

C. Fiscal Year 2025 Purchase Authorization in Excess of Director of Library Services' Granted Authority (Revised Vendor List)

From: Tess Mayer, Director of Library Services

Recommendation: Adopt the resolution authorizing the Director of Library Services to enter into fiscal year 2025 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.

Contact: Tess Mayer, Director of Library Services

Action: Adopted Resolution No. 25-017.

III. INFORMATION REPORTS

A. Staff Training Report (Oral Report) - Tess Mayer, Director of Library Services

Action: Received.

B. Monthly Library Director's Report - Tess Mayer, Director of Library Services

Action: Received.

IV. AGENDA BUILDING

The next regular meeting will be held on Wednesday, May 21, 2025, at 6:30 PM. Future meeting topics identified include setting of the annual tax rate.

V. ADJOURNMENT

M/S/C Trustee Ami/ Trustee O'Keefe to adjourn the meeting.

Vote: Ayes: Trustee Ami, Greene, O'Keefe, Villanueva. Noes: None. Absent: Trustee Roth. Abstentions: None. Adjourned at 7:41 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of Wednesday, April 2, 2025 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. Staff Training Presentation