MINUTES
Berkeley Public Library - Board of Library Trustees Regular Meeting
Wednesday, December 3, 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: 6:33 PM

Present: Trustees Ami , Greene, O'Keefe, Roth , and Villanueva .

Absent: None.

Also Present: Henry Bankhead, Deputy Director; Amanda Myers, Acting Deputy Director; Aimee Reeder, Communications Manager; My Chan, Senior Human Resources Analyst; Francesca Neveu Gibson, Assistant Human Resources Analyst; Coley Mixan, Information Systems Specialist; Dia Penning, DEI Program Manager; Alicia Abramson, Information Technology Manager, Bill Kolb, Library Services Manager; Jacqui Rodriguez, Administrative Secretary

B. Ceremonial Matters: Trustee Villanueva announces her resignation as a member of the Board of Library Trustees. She exclaims that she is thankful for the support and opportunity to serve the City of Berkeley and Berkeley Public Library at this capacity. The remaining board members share their appreciation for her service.

C. Public Comments: One email received and marked for "PUBLIC COMMENT" was read as a statement from Library Union, SEIU, LOCAL 1021 (Community Services and PTRLA Units).

D. Comments from Library Unions:

1. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 1 speaker
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:

1. Trustee Greene comments on attending events around Berkeley and feeling joyous to see the public participating with the library. She extends her thanks to the Berkeley Public Library and all its staff.

II. PRESENTATION CALENDAR

A. Human Resources End of Year Review – My Chan, Senior Human Resources Analyst, Francesca Neveu Gibson, Assistant Human Resources Analyst, Dia Penning, Equity, Diversity and Inclusion Program Manager
Action: Received.

III. CONSENT CALENDAR

Action: M/S/C (Roth / Villanueva) to adopt Resolution No. 25-053 to approve the consent calendar as presented.
Vote: All Ayes. Noes: None. Absent: None. Abstentions: None.

A. Approve Minutes of the November 5, 2025 Regular Meeting

From: Henry Bankhead, Acting Director of Library Services
Recommendation: Adopt a resolution to approve the minutes of the November 5, 2025, Regular Meeting of the Board of Library Trustees.
Contact: Henry Bankhead, Acting Director of Library Services
Action: Adopted Resolution No. 25-054 to approve the minutes of November 5, 2025 as submitted.

B. Fiscal Year 2026 Purchase Authorization in Excess of Director of Library Services' Granted Authority

From: Nneka Gallaread, Administrative & Fiscal Services Manager
Recommendation: Adopt a resolution authorizing the Director of Library Services to enter into fiscal year 2026 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: Nneka Gallaread, Administrative & Fiscal Services Manager
Action: Adopted Resolution No. 25-055.

C. Contract Amendment No. 32400124 Interact Intranet Inc.

From: Henry Bankhead, Deputy Director
Recommendation: Adopt a resolution authorizing the Acting Director of Library Services to amend Contract No. 32400124 with Interact Intranet Inc. for the provision of a cloud-based intranet system in an incremental increase of $42,972.48 thereby increasing the contracted total not-to-exceed amount to $88,834.56, and to amend the Contract's date of expiration to December 31, 2027 from December 29, 2025.
Contact: Henry Bankhead, Acting Director of Library Services
Action: Adopted Resolution No. 25-056.

D. Contract Amendment: Contract No. 32000176 with Allied Universal Security Services

From: Henry Bankhead, Acting Director of Library Services
Recommendation: Adopt a resolution to amend Contract No. 32000176 with Allied Universal Security Services for the provision of security services at the Library for an additional $300,000 for a new not-to-exceed amount of $1,750,000 for the current contract term, expiring February 28, 2026.
Contact: Henry Bankhead, Acting Director of Library Services
Action: Adopted Resolution No. 25-057.

E. Contract: Innovative Interfaces, Inc.

From: Alicia Abramson, Manager, Library Information Technology
Recommendation: Adopt a resolution authorizing the Director of Library Services to enter into a sole source contract with Innovative Interfaces, Inc. for the provision of services related to a three-year subscription to the hosted Link+ Resource Sharing System in the amount of $155,041 for the period of January 1, 2026, through December 31, 2028.
Contact: Alicia Abramson, Manager, Library Information Technology
Action: Adopted Resolution No. 25-058.

IV. ACTION CALENDAR

A. Election of the President

From: Henry Bankhead, Acting Director of Library Services
Recommendation: The Board will elect Trustee Greene to sit as President, for the term commencing December 3, 2025, for a one-year term.
Contact: Henry Bankhead, Acting Director of Library Services
Vote:

Trustee Greene	Yes
Trustee Ami	Yes
Trustee O'Keefe	Yes
Trustee Roth	Yes
Trustee Villanueva	Yes

All Ayes. Noes: None. Absent: None. Abstentions: None.

Action: Adopted Resolution No. 25-059.

B. Election of the Vice President

From: Henry Bankhead, Acting Director of Library Services
Recommendation: The Board will elect Trustee Ami to sit as Vice President, for the term commencing December 3, 2025, for a one-year term.
Contact: Henry Bankhead, Acting Director of Library Services
Vote:

Trustee Greene	Yes
Trustee Ami	Yes
Trustee O'Keefe	Yes
Trustee Roth	Yes
Trustee Villanueva	Yes

All Ayes. Noes: None. Absent: None. Abstentions: None.

Action: Adopted Resolution No. 25-060.

V. INFORMATION REPORTS

A. **Monthly Library Director's Report** – Henry Bankhead, Acting Director of Library Services
Action: Received.

B. **Director of Library Services Recruitment Update Report** – Beverly Greene, President, Board of Library Trustees
Action: Received.

AGENDA BUILDING

The next regular meeting will be held on Wednesday, January 7, 2026, at 6:30 PM. Future meeting topics identified include: Building Maintenance Report, filling vacancies for Trustee Villanueva & Trustee Roth and Bill AB123 regarding hybrid meetings.

C. ADJOURNMENT

Action: M/S/C (Trustee Villanueva / Trustee Roth) to adjourn the meeting.
Vote: All Ayes.

Adjourned at 7:43PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of Wednesday, December 3, 2025 as approved by the Board of Library Trustees.

//s// _____

Henry Bankhead, Acting Director of Library Services, acting as secretary to BOLT

Attachments:

1. Human Resources End of Year Review PowerPoint*