

Berkeley Public Library
Board of Library Trustees

Regular Meeting
May 10, 2000

Minutes
7:15 p.m.

South Branch Library
1901 Russell Street

I. Call to Order

The regular meeting of May 10, 2000 was called to order at 7:15 p.m.

Present: Trustees Cross, Garcia, James, Shirek

Absent: Trustee Anderson

Also Present: Deputy Director of Library Services Jody Bush, Building Project Manager Elena Engel, Branch Services Manager Audrey Powers, Circulation Services Manager Dolores Wright, Administrative Secretary Yvette Gan

II. Public Comments: One speaker was heard.

III. Approval of Agenda

R00-42 Moved by Trustee Cross, seconded by Trustee Shirek, to approve the agenda. Motion carried unanimously.

IV. Staff Report – General Services

Circulation Services Manager Dolores Wright reported on activities in the General Services (GS) department for the past year. She described the work of the Safety group in GS which reviews and implements safety practices. Eighteen new library aides have just been hired for that department, and training for all staff on the new Gates computers will begin in early June. The Board thanked Ms. Wright for her report.

V. Consent Calendar

R00-43 Moved by Trustee Shirek, seconded by Trustee Garcia, to approve the Consent Calendar. Motion approved unanimously.

R00-44 Approved minutes of Regular Meeting – April 12, 2000.

R00-45 Approved retirement of Jody Bush, Deputy Director of Library Services, Administration

R00-46 Approved resignation of Jennifer Kaluhiokalani, Library Aide, Children’s Services

R00-47 Approved resignation of Ron Silva, Library Aide, General Services

R00-48 Approved request for Leave Without Pay for Dat Tran, Library Aide, General Services

VI. Reports for Action/Discussion

1. Building Projects Update

Building Project Manager Elena Engel reported on the “virtual walk-through” meeting held with representatives from every department last Tuesday to help everyone visualize their new workspace and procedures. This proved very successful and will be repeated with other staff.

Ms. Engel noted that other projects are in process: refurbished furniture, purchasing of new furniture, inventory of re-use furniture, reports from the ADA consultants, etc.

Site status: 2nd floor slab will be poured next week. When that is dry, the crews can begin working on electrical and mechanical rough-ins.

Trustee James reported on a meeting he had attended about donor recognition. The Foundation is considering having a mural on one of the walls in addition to plaques. It was agreed that any mock-ups or “cartoons” of mural design need to be presented to the Board of Library Trustees for approval before a final selection can be made. Trustee Garcia agreed to follow up on this issue.

2. City Council Report on Construction Process

Ms. Engel noted that the date on which Trustee James would present his annual report to the Berkeley City Council has been changed to July 11, 2000.

3. November Elections – Gann Override, and Bond Issue for Branch Renovation

Branch Services Manager Audrey Powers noted that campaigns for public support would be needed for the Gann override and the branch bond issue for the November elections. Deputy Director Jody Bush will ask the Friends of the Libraries for volunteers for both campaigns.

4. Branch ADA Renovation and Branch Building Projects

Branch Services Manager Audrey Powers reported that the Claremont branch library will be open on Monday, May 15th. An “open house” for staff will be held on May 11th. The grand opening party will be held in summer, after the exterior has been painted. Ms. Powers expressed her appreciation for the hard working staff, architect Carmella Rejwan, and BOSS consortium workers. Branch Supervising Librarian Jeri Ewart will remain stationed at Claremont through the transition.

The trustees asked that one of their meeting locations be changed to Claremont soon so that they could see the result of these renovations.

5. Library Administration

Deputy Director Jody Bush reported on the health status of the Library Director.

VII. Reports for Information

1. BPL Press Release: *Training on ADA Adaptive Internet Workstation at BPL’s South Branch*
2. BPL Staff Newsletter, April 2000
3. BPL Calendar of Events, May 2000
4. Newspaper articles:
 - Efforts Honored (Berkeley Daily Planet, 4/7/00)
 - Library Expanding (SF Chronicle, 4/14/00)
 - Racism seems to be alive and well here in Berkeley (Berkeley Daily Planet, 4/10/00)
 - Wrong Literacy Program Cited (Berkeley Daily Planet, 4/15/00)
 - A Quilted Quest (Berkeley Daily Planet, 4/15/00)
 - Downtown Apartments In The Works (Berkeley Daily Planet, 4/27/00)
5. Quarterly Financial Statements – March 31, 2000
6. City of Berkeley Confidential Executive and Management Pay Plan
Trustee James will contact Ron Brown, Director of Personnel, to determine if the Board of Library Trustees should take any action with this issue.

VIII. Addenda To Agenda

Ms. Bush reported on the recruitment process for the Deputy Director of Library Services position, and noted that she has met with Director Adelia Lines on this as well.

A thank-you letter and a small gift have been sent to 200 library volunteers. Director Lines has asked staff to begin the search for a volunteer coordinator who will organize the many volunteers needed when the new library opens.

IX. Agenda Building

Next Meeting: June 14, 2000, at Central Library, 2121 Allston Way.

Agenda Items: Building Projects Update, City Council Report, Branch ADA Renovation and Branch Building Projects, Bond Issue for Branch Renovation, Management Salary Range, Search for Deputy Director of Library Services, Computer Room Fees, Library Administration.

X. Adjourn

R00-49 Moved by Trustee Shirek, seconded by Trustee Garcia to adjourn the meeting at 10:10 p.m.
Motion carried unanimously.