

Berkeley Public Library
Board of Library Trustees

Regular Meeting
July 12, 2000

Minutes
7:10 p.m.

South Branch Library
1901 Russell Street

I. Call to Order

The regular meeting of July 12, 2000 was called to order at 7:10 p.m.

Present: Trustees Anderson, Cross, Garcia, James

Absent: Shirek

Also Present: Director of Library Services Adelia Lines, Building Project Manager Elena Engel, Branch Services Manager Audrey Powers, Supervising Librarian Patricia Mullan, Administrative Secretary Yvette Gan

II. Public Comments: None

III. Approval of Agenda

R00-63 Moved by Trustee Anderson, seconded by Trustee Garcia, to approve the agenda as proposed by Trustee James. Motion carried unanimously.

IV. Staff Report - Art & Music

Supervising Librarian for Art & Music (A&M), Patricia Mullan, reported on the activities of her staff and distributed copies of A&M's first summer reading list. She spoke of the materials ordered for Opening Day, and said that staff hope to have two new listening stations upon re-opening, if the equipment/funding is available. A&M has discussed with the Berkeley Arts Commission the possibility of having an art display behind the A&M desk in the new Library. The Board noted that a written policy needs to be in place before such arrangements can begin, and requested Ms. Mullan contact the City Attorney's office on this issue. Ms. Mullan replied that she would report back to the Board on her findings.

The Board thanked Ms. Mullan for her report.

V. Consent Calendar

R00-64 Moved by Trustee Garcia, seconded by Trustee Cross, to approve the Consent Calendar. Motion approved unanimously.

R00-65 Minutes of Regular Meeting – June 14, 2000

R00-66 Retirement of Dan Schirn, Library Aide, General Services

R00-67 Request for Leave Without Pay for Rosemary Hardy, Office Assistant II, Reference Dept. from 9/5/00 to 1/2/01

R00-68 Request for Leave Without Pay for Michael Duffy, Library Specialist, Art & Music Dept. from 10/15/00 to 1/13/01.

VI. Reports for Action/Discussion

1. Building Projects Update

Building Project Manager Elena Engel reported that Arntz Builders poured the third floor slab today. The primary concern of library staff and the Library Project Managers is that the building be enclosed before rainy weather arrives.

Arntz Builders has a new construction superintendent. The library is paying half of his salary so that he will be available to work full-time on this project instead of being moved to other sites by Arntz, as was the case with the previous superintendent. The architects are also extremely concerned about the quality of work as mistakes have been made, and will now be present at the site more often. Both these items will increase the cost of the project and will be paid from contingency funds.

The latest schedule submitted by Arntz shows a completion date of January 30, 2001. However, this seems unrealistic given the scale and complexity of the project.

The library staff met with the City's Planning Department staff earlier today about the proposed plans for the Hinks Garage site. In the early days of planning for the library building, the Planning Department had noted the library should have open space in the area adjacent to it, but the proposed plans for the Hinks site show a building just inches from the Library. There will be a meeting on July 14th with the Planning Department and the owner/developer of the Hinks site; Trustee Garcia will attend, as will Ms. Engel and the library architects.

The Foundation is considering asking the City Council for a no-interest bridge loan as they do not currently have as much funds in the bank (or in cash) as needed for pledging.

The Foundation Board has also contacted Berkeley Mills about donating furniture for the lobby. However, Berkeley Mills wants to sell, not donate, the furniture and this would increase the budget by \$50,000. In addition their furniture may not be designed for heavy public use, for ease of maintenance, for ease of repair in case of vandalism (something which public libraries experience fairly regularly), and their tables are not UL-rated for wiring for computers, etc.

Evans and Brown has submitted a sketch to the Foundation Board for the mural for donor recognition. The Foundation will need to follow the City's procedures for obtaining approval from the Arts Commission, and also obtain the approval of the Board of Library Trustees.

Ms. Engel reported that the library now has a vendor for workstations and public furniture. The lead time is 2 months for the workstations, 4 months for public furniture. The vendor for thin client technology will be Wyse.

2. Branch ADA Renovation and Branch Building Projects

Branch Services Manager Audrey Powers reported that the fence has been constructed for Claremont's neighbor to the South. The exterior painting will probably take place in late August or early Sept.

Branch supervisors are reviewing plans in preparation for the bond measure. The Gates Foundation computers have been installed and patrons are very pleased.

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

Both ballot measures were on the last City Council agenda and will be on the Fall ballot. If the branch renovation bond passes, the staff will have to update feasibility studies, do a building program, and obtain input from the public before finalizing branch renovation plans.

4. Report on City Council Meeting of July 11, 2000

Trustee James provided a brief report on the presentation to the City Council at the July 11th meeting. Presentation folders were distributed to the Council, and he, Director Lines, and Ms. Powers spoke of the bond measures, the library tax rate, the Donald Watts trust, the summer reading program, donations to the Foundation (currently \$3.5 million) and the Friends bookstore lease renewal.

5. Recruitment for Deputy Director of Library Services

Trustee Anderson and Director Lines will be reviewing the submitted applications after the deadline of July 24, 2000.

6. Library Administration

Director Lines reported on her meeting with Trustees James and Garcia and her current health status. She proposed to the Board the addition of a second Deputy Director to the staff who would be in charge of facilities. This would be a permanent position. The Board discussed the position and decided that a long-range plan for the library was needed. Trustee James requested an organizational chart be created showing senior management positions and their responsibilities.

VII. Reports for Information

1. BPL Staff Newsletter, June 2000
2. BPL Calendar of Events, July 2000
3. Newspaper articles:
 - *Library Foundation Draws Closer to Fund-Raising Goal* (Berkeley Daily Planet, 6/24-25/00)
 - *Wrong ID in Library Picture* (Berkeley Daily Planet, 6/26/00)
 - *Grant Funds New Computers for Library System* (Berkeley Daily Planet, 6/28/00)
 - *Grant Advances Central Library Fund-Raising* (Berkeley Voice, 6/30/00)

VIII. Addenda To Agenda

Director Lines reported that the Summer reading program game has proven so popular that re-prints are being ordered.

IX. Agenda Building

Next Meeting: August 9, 2000, at West Branch, 1125 University Avenue
Agenda Items: Building Projects Update, Branch ADA Renovation and Branch Building Projects, Bond Issue for Branch Renovation, Search for Deputy Director of Library Services, Library Administration, Demonstration of Gates computers.

The Trustees unanimously agreed that a closed session was not necessary.

X. Adjourn

R00-69 Moved by Trustee Garcia, seconded by Trustee Anderson, to adjourn the meeting at 9:30 p.m.
Motion carried unanimously.