

Berkeley Public Library
Board of Library Trustees

Regular Meeting
December 13, 2000

Minutes
7:05 p.m.

West Branch Library
1125 University Avenue

I. Call to Order

The regular meeting of December 13, 2000 was called to order at 7:05 p.m.

Present: Trustees Anderson, James, Shirek

Absent: Trustees Cross, Garcia

Also Present: Deputy Director of Library Services MaryLou Mull, Reference Manager Diane Davenport, Building Project Manager Elena Engel, Children's Services Manager Linda Perkins, Branch Services Manager Audrey Powers, Supervising Librarian Richard Serrato, Circulation Services Manager Dolores Wright.

II. Public Comments

- R00-114 Moved by Trustee James, seconded by Trustee Anderson, to continue the Board's standing policy of a ten-minute limit for public comments, with no more than five speakers speaking for two minutes each. Motion approved unanimously.**

Trustee James also reported that Adelia Lines who was the Director of Library Services till she resigned on November 10, 2000, had passed away on December 7th. He read aloud the City Council proclamation making November 2000 "Adelia Lines Month" and asked for a moment of silence in remembrance.

Six speakers were heard.

III. Approval of Agenda

- R00-115 Moved by Trustee Anderson, seconded by Trustee Shirek, to approve the agenda as proposed by Trustee James. Motion carried unanimously.**

IV. Staff Report - West Branch

Supervising Librarian Richard Serrato reported on the work of the Literacy unit, which is located at the West Branch. Literacy Program Coordinator Amy Prevedel came on board in January 2000, and has made several changes in the program. Families for Literacy programs now encourage parents to advocate for literacy in schools, and since the computer lab is located at West Branch, the Literacy unit is taking the opportunity to hold many computer training sessions. As staff at all locations are discovering, the increase in public computers has brought with it a number of new problems: disagreements between patrons as to when time is up, pornography websites on-screen where it is visible to others, theft of headphones, etc.

Recent outreach efforts at West Branch have included East Indian storytimes and internet classes in Spanish. The men's bathroom at West Branch has been remodeled to accommodate the disabled.

The Board thanked Mr. Serrato for his report.

V. Consent Calendar

- R00-116 Moved by Trustee Shirek, seconded by Trustee Anderson, to approve the Consent Calendar. Motion approved unanimously.**

- R00-117 Approved Minutes of Regular Meeting – November 8, 2000.**

R00-118 Approved Request for Leave Without Pay for John Garvey, Library Aide, North Branch from 12/19/00 to 1/24/01.

R00-119 Accepted resignation of Adelia Lines, Director of Library Services, effective 11/10/00.

R00-120 Approved list of BOLT 2001 Meeting Dates, Sites and Staff Presentations.

VI Reports for Action/Discussion

1. Library Gardens Presentation - Mr. John De Clercq, TransAction Companies, Inc.

Mr. De Clercq explained that he had met with Ms. Engel and the Library's architect, Cynthia Ripley, to discuss the library's concerns about his plans for the site next to the Central Library. He and his architects showed a model of the building planned for the Hinks Garage site which has been modified so that there is some space between the sites to allow light into the Central Library. There will be a retail space on the ground floor of his proposed building. Parking in the building will accommodate about 366 vehicles, including 88 spaces for the 176 apartments. The Board thanked Mr. De Clercq and expressed its appreciation for his willingness to work with the Library staff and Ms. Ripley on this matter.

2. Donor Recognition and Art in the Public Library - Berkeley Public Library Foundation

Trustee James announced that the Foundation's Executive Director, Glen Gilbert, will be leaving to take a new position as the President and CEO of the World Forestry Center in Portland, Oregon.

R00-121 Moved by Trustee James, seconded by Trustee Shirek, to thank the Executive Director of the Berkeley Public Library Foundation, Glen Gilbert, for his stewardship of the Foundation, and his remarkable success in the capital campaign. Motion approved unanimously.

The Foundation Board has been dealing with a complex matter: combining donor recognition with public art. Because of the difficulties involved, the Board would prefer to separate these two elements and ask that the Board of Library Trustees approve a new location for donor recognition: on the walls outside the Community Meeting Room on the 3rd floor of the Bancroft wing.

The Foundation Board would also like to donate \$30,000 toward a public art project in the Reference area. The public art project would have to undergo the selection process as outlined by the City's Civic Arts Commission. A design review committee would include Trustee Gracia, Trustee Cross, Mr. Gilbert, Architect Cynthia Ripley, Ms. Engel, and Foundation President Anna Rabkin. Ms. Engel explained the Commission's process for selecting public art and advised that this would take some time. Many factors will have to be considered: size of the space, size of the art itself, cost analysis, etc.

R00-122 Moved by Trustee James, seconded by Trustee Anderson, to change the plan for donor recognition for gifts of \$1000 and above to one location, which will be in the Bancroft wing on the third floor on the walls outside the Community Meeting Room. Motion approved unanimously.

Mr. Gilbert announced that the Foundation had received another \$100,000 donation from Jerry Kline, President and CEO of Innovative Interfaces. Mr. Kline has indicated that this donation is to be applied towards the Library's purchase of Innovative Interfaces software, thereby lowering its invoice from \$270,000 to \$170,000. Discussion followed on how this donation should be recognized.

Meyers Sound would like to donate equipment to the Library, valued at \$60,000. Ms. Engel noted that the Library's consultant, Peter MacDonald, would be reviewing the list to see if the equipment is appropriate for the Library's use and locations.

Ms. Powers announced that the Foundation Board would hold its retreat on Saturday, February 10, 2001, and that the Board is looking at a naming opportunity to honor Adelia Lines. Trustee James will contact Jodie Lines about this.

Trustee James asked that Administrative Secretary Yvette Gan poll the Trustees to determine a date on which the Trustees could meet with library staff to discuss the future of the Library as well as what to look for in a new Director of Library Services.

3. Building Projects Update

Ms. Engel brought pictures showing the current status of the Central Library renovation project. She noted that the building project is moving along but not as quickly as needed. The schedule from Arntz Builders, for example, shows metal studs being installed on all floors at the same time but there are not enough workers on site to do this.

4. Branch ADA Renovation and Branch Building Projects

Ms. Powers provided the final results for the November elections for Measures P and V. Trustee James thanked the library staff for their work on the election campaign, and in particular Ms. Powers for her many, many hours of volunteer work in heading the campaign.

Ms. Powers and Ms. Engel have attended meetings held by the State Library on the Library Bond Act of 2000. This will be a long and complicated process as the State Library is in the process of figuring out the rules of allocation for the bond funds. It appears that priority in funding will go towards those libraries that have joint use agreements with school districts.

Ms. Powers has been attending the Project Impact meetings held by the City. The City realizes that the Tool Lending Library will be seriously affected by this project, and is offering to donate \$16,000 to the Library to be used for the Tool Lending Library as library management deems appropriate.

R00-123 Moved by Trustee James, seconded by Trustee Anderson, to accept the gift of \$16,000 from the City of Berkeley to the Library for use of the Tool Lending Library. The Acting Director and her staff will determine the appropriation of these funds in order to strike a balance between additional storage space, additional tools and possibly additional staffing. Motion approved unanimously.

5. Proposal for Extended Services For Ripley/BOORA

Ms. Engel informed the Trustees that additional and extended service contracts are proposed for Ripley/BOORA because construction has taken longer than anticipated. Additional site visits took place from June through September 2000 so that the architects could check on the quality of work performed.

R00-124 Moved by Trustee Anderson, seconded by Trustee Shirek, to approve the proposal for additional and extended services for Ripley/BOORA for a total cost of \$241,420 as detailed in attachment VIA.5. Motion approved unanimously.

6. Public Art Display Policy

Ms. Davenport briefly reviewed the policy with the Trustees. This policy was written with input from the Civic Arts Commission and the City Attorney's office. She explained that the policy was currently in the hands of the City Attorney for final review. Trustee James asked that this policy be brought back to the Board after the City Attorney has approved it.

7. Reappointment of Trustee Jorge Garcia

R00-125 Moved by Trustee Shirek, seconded by Trustee Anderson, to reappoint Trustee Jorge Garcia for a second four-year term to end on March 18, 2005. Motion approved unanimously.

8. Appointment of Budget Sub-Committee

R00-126 Moved by Trustee James, seconded by Trustee Shirek, to appoint Trustees Anderson and Garcia to the Budget Sub-committee. If Trustee Garcia is unable to serve, Trustee Cross will be asked to serve. Should Trustee Cross be unable to serve, Trustee James will take her place on the Budget Sub-committee. Motion approved unanimously.

9. Recruitment Process for Director of Library Services

R00-127 Moved by Trustee James, seconded by Trustee Anderson, to appoint MaryLou Mull the Acting Director of Library Services, retroactive to November 10, 2000, until such time as a new Director of Library Services is appointed by the Board. Motion approved unanimously.

Trustee James noted that the recruitment process will be further discussed in the closed session.

10. Board of Library Trustees Retreat with Library Staff

Trustee James noted that this upcoming event will be discussed in the closed session.

VII. Reports for Information

1. BPL Program Announcements/Press Releases: A Season of Family Celebrations, December Programs
2. Staff Newsletter, November 2000
3. BPL Calendar of Events, December 2000
4. Newspaper articles:
 - *Art Behind WWII Internment Bars* (The Post, 11/8/00)
 - *Hawley Joins Council; Funding Measures Pass* (Berkeley Voice, 11/10/00)
 - *City Wins Federal Commendation for Disaster Readiness Efforts* (Berkeley Voice, 11/10/00)
 - *Libraries Join Forces Online to Answer Public Queries* (SF Chronicle, 11/20/00)
 - *Ad for BPL Foundation Fundraiser* (Berkeley Daily Planet, 11/20/00)
 - *Groups Give Award to Library Fund-Raisers* (Berkeley Daily Planet, 11/21/00)
 - *City Should Polish The Tool Library Jewel* (Berkeley Daily Planet, 12/2/00)Trustee James requested that Ms. Mull respond to letters on the subject of the Tool Lending Library from Ms. Rosemary Vimont and Mr. Michael Scott. Also, he had received correspondence inquiring about the vacant position of the Director of Library Services. He asked Ms. Mull to respond to this as well.
5. Application for California Arts Council Grant (Rural and Inner City Presenting Pilot Program)
6. California State Library Press Release: Board Approves Seven Districts for Statewide Libraries
7. CA Library Bond Elections Yield Big Wins, Close Defeats (Library Hotline, 11/20/00)
8. Thank you letter from Outreach patron Dorothy Brown.

VIII. Addenda To Agenda

Ms. Mull reported that the family of Adelia Lines may possibly hold a memorial service in mid-January. The library staff will hold its own event in memory of Ms. Lines on December 15th.

There will be a holiday party on January 26th for the staff, the Board, the Friends and the Foundation.

The Network Administrator for the Automation unit is Rahime Butcher. Ms. Mull informed the Trustees that some time ago, Director Lines had made Automation an independent unit, separate from the Technical Services department. Library management is working on creating a career ladder within Automation.

The North Branch library has been awarded a \$10,000 Partnerships For Change grant from the California State Library; this will allow North Branch staff to expand programs to seniors.

IX. Agenda Building

Next Meeting: January 10, 2001, at Claremont Branch, 2940 Benvenue Avenue

Agenda Items: Display Policy for Art Curated by Berkeley Art Center (if completed), Building Projects Update, Branch ADA Renovation and Branch Building Projects, Board of Library Trustees Retreat with Library Staff, Library Administration

At 10:45 p.m. the Board went into closed session and returned to open session at 11:30 p.m. Trustee James reported that the Board had taken no action.

X. Adjourn

The meeting adjourned at 11:30 p.m.