

Berkeley Public Library
Board of Library Trustees

Regular Meeting Minutes South Branch
March 14, 2001 7:00 p.m. 1901 Russell Street

I. Call to Order

The regular meeting of March 14, 2001 was called to order at 7:00 p.m.

Present: Trustees Anderson, Garcia, James, Shirek

Absent: Trustee Cross

Also Present: Acting Deputy Director of Library Services Linda Perkins, Building Project Manager Elena Engel, Departmental Administrative Officer Bob Derbin, Administrative Secretary Yvette Gan.

II. **Public Comments**

City Councilmembers Betty Olds and Miriam Hawley spoke of the need for more space and funding for the North Branch library.

III. Approval of Agenda

R01-18 Moved by Trustee Garcia, seconded by Trustee Anderson, to approve the agenda as proposed by Trustee James. Motion carried unanimously.

IV. Staff Report - Administration

Departmental Administrative Officer Bob Derbin greeted the Board and gave a report on the work of the Administration staff. He described the duties undertaken by each of the staff: Larry Groce, Yvette Gan, Melanie Lewis, Art Serna and Susana Khoo. Acting Director MaryLou Mull was not present but had asked Mr. Derbin to forward her comments about the Administrative staff. She noted that the staff had made her transition very easy, and that there was good camaraderie and balance in the group. The staff will face many challenges in the next year: the move back to 2090 Kittredge, and branch renovation projects.

The Board thanked Mr. Derbin for his report.

V. Consent Calendar

R01-19 Moved by Trustee Anderson, seconded by Trustee Garcia, to approve the Consent Calendar. Motion approved unanimously.

R01-20 Approved minutes of Regular Meeting – February 14, 2001.

R01-21 Accepted resignation of Tamara Burrows, Library Assistant, General Services.

R01-22 Accepted resignation of Jamie Turbak, Library Aide, Claremont Branch.

R01-23 Approved closure of Tool Lending Library for 2 weeks (3/25/01 - 4/9/01).

R01-24 Approved application to Northern California Grantmakers for 2001 Summer Youth Project Funds.

VI. Reports for Action/Discussion

1. Report to City Council

Trustee James will make a presentation to the City Council on March 20th. He will inform them that negotiations on a series of claims with Arntz Builders has been settled. Arntz has said that June 25th will be substantial completion date, and July 25th the final completion date. There is concern that if Arntz does not meet the dates that the Library will be over budget. Trustee Garcia noted that the Library has made extraordinary efforts to encourage the contractor to meet the deadline.

2. Building Projects Update

Building Project Manager Elena Engel reported on the project status.

- The old wooden chairs are being picked up for refurbishing; when completed they will be put into storage till the Central Library is re-opened.
- The staff are working with the public furniture vendor to determine their final choices.
- All of the staff at Central have selected their task chairs.
- The collections are being mapped, shelf by shelf.

3. Branch Projects

A. ADA Renovation

Trustee James enquired if there were funds available from the Disability Commission to do further branch renovations. Ms. Engel noted that it seemed best to postpone planning any minor renovations until the Library applies for the State's branch bond funds. If the State funds are awarded, much more extensive renovations can be implemented. A discussion followed on the work needed at each branch.

B. Building/Expansion

Ms. Engel had attended the Feb. 26th meeting of the California Public Library Construction and Renovation Board which oversees the Library Bond Act of 2000. She explained the application process, dates of the various cycles for funding, and said that the rules for application were not yet finalized. The Board had originally required that schools and public libraries share physical locations, but is re-thinking this particular criteria since it would exclude almost all urban libraries.

Acting Deputy Director Linda Perkins reported on a workshop she had attended featuring Dr. Ken Haycock. There has been much concern expressed over the lack of an evaluation process for any joint school and public library projects that would be implemented with funds from the Branch Bond Act.

Ms. Engel added that in order to apply for these funds, the Library would first have to spend about \$120,000 for each branch in preparing a number of documents (such as an environmental impact report, conceptual drawings, building programs, etc.) and conducting community meetings.

Trustee James noted that the lot immediately to the north of the South Branch would be going on sale fairly soon. Unfortunately, the Library is unable to purchase this lot as there are no funds available at this time.

Trustee Anderson suggested that a group be formed to discuss branch building projects.

[Trustee Garcia left at 8:55 p.m.]

With regard to the annual two-week closure of the Tool Lending Library, Trustee Anderson mentioned Trustee Cross was concerned that this closure might be mistakenly perceived by some patrons as a permanent closure. Trustee James noted that good signage and getting the word out to the media would be advisable.

4. Berkeley Public Library Foundation

A. Report from Retreat

There was no report as Trustee Garcia had left the meeting.

B. Request to Provide Gold Card to Donors

Trustee James noted that the Foundation had promised donors who gave \$500 and above a gold library card. He felt that any donor, regardless of amount given, should be provided with a gold card. Ms. Engel noted that staff time would be involved for each gold card as bar-codes and records would have to be changed. Front-line staff are also concerned about how other patrons would feel upon seeing that only those donors had the cards.

R01-25 Moved by Trustee Shirek, seconded by Trustee James, to approve the Foundation's request to provide gold library cards to donors who gave \$500 or more. Motion unanimously approved.

5. Report on CALTAC Workshop on 2/24/01 in San Mateo, and Stanford Institute Workshop on 3/1/01 in Sacramento

Trustee Anderson reported on the workshops she had attended. The CALTAC workshop involved a tour of the San Carlos library and it was interesting to note how the staff have handled various building problems.

6. Report on Commissioner Training Session on 3/6/01

Trustees Anderson, Garica and James attended the City's Commissioner Training Session during which the Brown Act was reviewed.

7. Internet Filtering Bill

The draft letter to legislators on the subject of the Internet Filtering bill (AB 151) was approved.

VII. Reports for Information

1. Staff Newsletter, February 2001
2. BPL Calendar of Events, March 2001
3. BPL Program Announcements: East Bay Women: Face To Face With History, First-time Internet User Workshop, Library Jobs: What They Are And How To Get Them
4. Newspaper articles:
View Films of the Harlem Renaissance (Berkeley Tri-City Post, 2/14/01)
"John Henry" Puppet Show At The Library (Berkeley Tri-City Post, 2/14/01)
Web Filters Let Many Sites Slip, Study Says (SF Chronicle, 2/15/01)
Progressive Doesn't Mean Organized (East Bay Express, 2/16/01)
Family Story Time At Library (Berkeley Tri-City Post, 3/2/01)
5. Memorial Service for Adelia Lines
6. City of Berkeley Form to Excuse Commissioners for Religious/Cultural Holidays
7. Peace & Justice Commission's Proposal to establish an Office of Commission Advocate
8. E-mail Correspondence from Charles Smith dated 3/7/01 regarding the Tool Lending Library

VIII. Addenda To Agenda

Acting Deputy Director Linda Perkins informed the Board of the various personnel changes in the Children's Services department. She noted also that over 70 people had

attended a recent workshop entitled "Library Jobs and How to Get The 15th", over 20 library staff will spend an hour in a public school reading to classes on "Drop Everything And Read Day".

Tentative dates for screening applications for the library director position will be April 12 -13. Interviews will probably be held on May 9 - 10. Trustee James suggested that a form for reference checks be developed.

Acting Director MaryLou Mull had met with the City Manager's staff about Project Impact, and it was mutually agreed that the Library would not be involved at this time.

IX. Agenda Building

Next Meeting: April 11, 2001, at North Branch, 1170 The Alameda
Agenda Items: Display Policy for Art Curated by Berkeley Art Center, Building Projects Update, Branch Projects: ADA Renovation and Building/Expansion, Internet filtering bill.

X. Adjourn

R01-26 Moved by Trustee Anderson, seconded by Trustee James to adjourn the meeting at 9:40 p.m.

Motion carried unanimously.