

Berkeley Public Library
Board of Library Trustees

Regular Meeting
October 10, 2001

Minutes
7:06 p.m.

South Branch
1901 Russell Street

I. Call to Order

The regular meeting of October 10, 2001 was called to order at 7:06 p.m.

Present: Trustees Anderson, Cross, Garcia (8:30 p.m.), James, Shirek

Absent: None

Also Present: Director of Library Services Jackie Y. Griffin, Building Project Manager Elena Engel, Branch Services Manager Audrey Powers, Supervising Librarian Jeri Ewart, Tool Lending Specialist Michael Dakota, Administrative Secretary Yvette Gan, SEIU Local 790 Representatives Dwight Davis and Rhonda Goldsby.

II. Public Comments: None

III. Approval of Agenda

R01-87 Moved by Trustee Cross, seconded by Trustee Anderson to approve the agenda as proposed by Trustee James. Motion carried unanimously.

The Library Board went into closed session at 7:07 p.m. and returned to open session at 9:23 p.m.

R01-88 Moved by Trustee James, seconded by Trustee Cross to uphold the five-day suspension of Michael Dakota. It is the strong recommendation of the Board that Michael Dakota be allowed to take this suspension over a period of time to reduce the financial impact in view of his long service to the Library. Motion carried unanimously.

The Board returned to closed session at 9:24 p.m. and returned to open session at 9:50 p.m.

Trustee James noted that Deputy Director MaryLou Mull had taken over as Acting Director shortly after being hired, and had done a brilliant job, including organizing the search for a new Director. The Board wished they could offer a higher pay raise, but felt that the Library's budget would not support it.

R01-89 Moved by Trustee James, seconded by Trustee Cross, to approve a 2% merit increase for the Deputy Director effective 9/25/01. Motion carried unanimously.

IV. Staff Report - South Branch

There was no report.

V. Consent Calendar

R01-90 Moved by Trustee Cross, seconded by Trustee Anderson, to approve the Consent Calendar. Motion carried unanimously.

R01-91 Approved minutes of regular meeting - September 12, 2001

R01-92 Accepted resignation of Dazell Mallory, Library Aide, Claremont Branch

R01-93 Accepted resignation of Andrew Demcak, Library Aide, Shelving Unit, Central Library

R01-94 Approved extension of contract for one year (11/1/01 -10/31/02) for Library Security Services with Sentinel Security and Patrol Services.

VI. Reports for Action/Discussion

1. Building Projects Update

Building Project Manager Elena Engel noted that copies of building layouts showing where the various donor signage would be installed had been sent to the Trustees, and that she would welcome any comments or suggestions.

Meetings are scheduled this week for discussions about schedules for moving books from storage and new furniture into the Bancroft wing of the Central Library. The general feeling is that the Central Library will not be completed by the end of this year.

At the Kittredge building, the historic marble from the stacks has been installed, but the job was not done to standard and much of it will have to be redone. Linoleum has been laid on the first floor. Permanent power is now up and running in the Bancroft wing; this means that the heating, ventilation and air conditioning systems can be tested.

2. Extended Services Proposal for Library Project Managers

R01-95 Moved by Trustee Anderson, seconded by Trustee Cross, to approve the proposal from Library Project Managers to extend their services through Sept. 30, 2001 for the amount of \$97,658.00. Motion carried unanimously.

3. Branch Projects Update

Branch Services Manager Audrey Powers informed the Board that the public forums had not yet been scheduled as timing was complicated by the delay in the completion of the Central Library.

Director Jackie Griffin reported on a recent meeting of the Foundation Board at which she had provided a timeline for projects. The Foundation will be re-opening the announcement for an Executive Director, and will also be sending out a press release regarding the capital campaign having ended as they have reached their goal.

Director Griffin, Ms. Engel and Ms. Powers attended the October 1st meeting of the Landmarks Preservation Commission at which the Commission voted to landmark the North Branch Library.

4. Display Policy for Art Curated by Berkeley Art Center

R01-96 Moved by Trustee Shirek, seconded by Trustee Garcia to approve the Display Policy for Art Curated by the Berkeley Art Center. Motion carried unanimously.

5. Meeting Room Policy

Discussion was postponed to the next meeting. Trustee James asked the Board members to send comments to Ms. Mull.

6. Letter to City Council regarding Parking Supply (Policy T-35)

Director Griffin had been asked by some downtown organizations to meet with them about the issue of parking. Library patrons complain about the scarcity of downtown parking, and staff who work till 9 p.m. have concerns about safety.

R01-97 Moved by Trustee Cross, seconded by Trustee Anderson, that the Board of Library Trustees send a letter to City Council asking that Policy T-35 on Public Parking Supply be amended as stated in Attachment VI.A.6 of the meeting agenda. Motion carried unanimously.

VII. Reports for Information

1. BPL Calendar of Events, October 2001
2. Staff Newsletter, September 2001
3. BPL Program Announcements: *Teen Photographers, Baby Bounce, Wild About Books*
4. Newspaper articles:
 - *Officials Silent on Building Delays* (Berkeley Daily Planet, 9/13/01)
 - *Full Plate for Library Director* (Berkeley Voice, 9/14/01)
 - *Berkeley City Library Renovation in Danger of Going Over Budget* (Daily Californian, 9/21/01)
 - *Berkeley Family's Memorial Helps Neighbors Grieve* (SF Chronicle, 9/22/01)
 - *SF Bans Net Filters on Library Computers; Move Defies Federal Threat to Cut Funds* (SF Chronicle, 10/2/01)

VIII. Addenda to Agenda

A reporter from the Daily Planet is working on another article about the building project.

Director Griffin informed the Board that a particularly abusive patron recently physically assaulted a staff member at a branch library. Consequently, that branch was closed that evening for security reasons. The injured staff was taken to Alta Bates to be attended to by a physician. A security guard has been hired to work at that branch and library managers are working with the City Attorney and the police department to ban this patron from all locations of the library. The Trustees unanimously agreed to ban this patron and were emphatic that the safety of staff and other library patrons should always come first.

Director Griffin also reported that staff are working to make videos available in all of the branches.

CybraryN, the time-out software, has been installed on the public computers at Claremont Branch on a test basis. This software requires patrons to log in using their 14-digit library card number. Unfortunately, staff have discovered that any combination of 14-digit numbers will work, allowing anyone to continue using the computers beyond their allotted time.

IX. Agenda Building

Next regular meeting: November 14, 2001, at South Branch, 1901 Russell Street

Agenda Items: Building Projects Update, Branch Projects, Meeting Room Policy, Proposal for Donor Signage, Policy for Posting, Display and Distribution of Materials (if completed). Closed session: Legal matters pertaining to building project.

X. Adjourn

R01-98 Moved by Trustee Garcia, seconded by Trustee Anderson, to adjourn the meeting at 11:00 p.m. Motion carried unanimously.