

Berkeley Public Library
Board of Library Trustees

Regular Meeting
October 9, 2002

Minutes
7:03 p.m.

South Branch
1901 Russell

I. Call to Order

The regular meeting of October 9, 2002 was called to order at 7:03 p.m.

Present: Trustees Anderson, Garcia, James, Shirek

Absent: None

Also Present: Director of Library Services Jackie Y. Griffin, Deputy Director MaryLou Mull, Building Project Manager Elena Engel, Supervising Librarian Patricia Mullan, Administrative Secretary Yvette Gan

II. Public Comments

John DeClercq spoke briefly to the Board about the Library Gardens project and showed a small-scale model of the buildings for that site.

III. Approval of Agenda

Trustee Garcia explained that he and Trustee Anderson will be meeting with Director Griffin to review her evaluation later this month, and asked if the other Trustees felt a closed session was still necessary. It was agreed to remove the closed session from the agenda.

R02-70 Moved by Trustee Garcia, seconded by Trustee James, to approve the agenda as amended. Motion carried unanimously.

IV. Staff Report – Art & Music

Supervising Librarian Pat Mullan greeted the Trustees and noted that the staff in Art & Music (A&M) have dealt with a tremendous amount of work and change since her last report to the Board.

On the positive side, many patrons love the newly renovated Central Library, and say so often to the staff. A&M now has an entire floor (2.5 times the size of the old location), and the resources are more extensive. There is a wonderful slide cabinet that now holds the slides, 185 magazine titles and CDs. The department is set up so that patrons can more easily help themselves to the collection.

The quality of reference questions have changed. With the advent of the internet, many people are doing their own basic research, but they continue to bring the more difficult questions to the library staff. This, however, can be more time-consuming.

Adult programs are getting more attendees than ever. The increased visibility of the new Central is also resulting in an increase in donations of CDs and books, for which staff are grateful.

The department is staffed with 5.05 FTE employees, which keeps the scheduling very tight. The staff is now on the public desk about 50% of their work hours. However, the back-of-house workload has increased as well.

There is a volunteer who comes once a week to help with stacking CDs and mailing envelopes. Trustee Anderson asked if the department was limited in the number of volunteers it could use. Ms. Mullan

noted that there were no restrictions on the number of volunteers, but that there are restrictions placed by the union on what kinds of jobs volunteers could handle.

Ms. Mullan also reported on the various adult programs that had taken place over the year, including a poetry reading on the plaza, a Chinese painter named Chu Ko, and talks by the building's architect and the artist who sculpted the gates to the History room.

The Gates computers in the department are problematic. Trustee Garcia asked if these could be upgraded, and was informed that these computers have a number of restricted modes that make it difficult to install any changes, and that the plan is to replace them with newer machines when they finally break down.

The Board thanked Ms. Mullan for her report.

V. Presentation by Bob Dickie, Techlogic Corporation, re: Automated Shelving System

Mr. Bob Dickie introduced himself as General Counsel and Vice-President of Sales and Marketing for Techlogic Corporation. He spoke in detail about the automated shelving system produced by his company. Nine public libraries have installed these systems. He provided samples of the radio-frequency labels that are placed inside library materials, which allow ergonomic handling and easy tracking. The trustees asked several questions about the system, and were provided with materials, including CD-Roms.

VI. Consent Calendar

R02-71 Moved by Trustee Anderson, seconded by Trustee Shirek, to approve the Consent Calendar, with the exception of Item VI.A.1 "Minutes of Regular Meeting – September 11, 2002". Motion approved unanimously.

R02-72 Moved by Trustee Garcia, seconded by Trustee Shirek, to approve minutes of regular meeting – September 11, 2002. (Ayes: Anderson, Garcia, Shirek. Abstain: James).

R02-73 Accept resignation of Rosemary Hardy, Office Specialist II, Reference Department.

R02-74 Accept resignation of Cristina Flores, Library Aide, General Services.

R02-75 Approve license agreement for Friends of the Berkeley Public Library for lease of workroom and bookstore, effective March 11, 2002, for 3 years.

VII. Action Items

1. Recruitment of New Trustee

One application has been received, copies of which were provided to the Trustees. The Trustees unanimously agreed that the application period should be extended.

Trustee Anderson referred to the question of how to increase the number of trustees on the Board. Director Griffin noted that the City Attorney has informed her that this would require putting a charter amendment on the ballot.

2. Election of Chair and Vice-Chair

Trustee Garcia and Trustee Anderson were elected as Chair and Vice-Chair, respectively, by acclaim.

VIII. Reports for Information

1. BPL Staff News, September 2002
2. BPL Calendar of Events, October 2002
3. BPL Press Releases/Flyers:
 - *Adult Literacy Students Read from Their Newly Published Book, Another Leaf Has Fallen, at the Berkeley Public Library*
 - *Free Workshop! How to Access Health and Medical Information Through the Internet*
 - *Rethinking the American Dream: Songs of the Simple Life*
 - *Asheba: Caribbean Neo-Folk Entertainer and Musical Storyteller*
4. Newspaper articles:
 - *FBI Snooping Has Librarians Stamping Mad* (SF Chronicle, 9/16/02)
 - *Banned Books Week Celebrates Freedom of Speech* (Daily Californian, 9/18/02)
 - *Roll Up Your Sleeves, Progressives* (Daily Planet, 9/20/02)
 - *Berkeley History Classes At Library* (Berkeley Tri-City Post, 9/25/02)
 - *Mayoral Hopefuls Bring Bold Ideas To Table* (Berkeley Voice, 9/27/02)
 - *As Berkeley As I Want To Be* (SF Chronicle, 10/2/02)
5. Council Agenda Reports on the Internet and Captioning of Council Meetings
6. Library Gardens Project
Trustee Garcia requested that Director Griffin ask for information on project status from the Planning Department.

IX. Addenda To Agenda

The following items were reported:

- The Friends have offered to pay for the installation and first-year maintenance fees for the Telus time-out and registration software, which total about \$30,000. They also gave \$23,000 to the Literacy unit so that their computer lab could be open another day each week.
- The Foundation is in the process of interviewing candidates for the Executive Director position.
- An unidentified computer was installed in the library on Sept. 9th. Staff traced it as belonging to a patron. He was asked to remove it.
- Community Planning Process: The 6 meetings with the various community members have been held. It is clear that people in Berkeley are concerned about education, young people, and the loss of both economic and ethnic diversity. The management staff will bring an information packet about the planning process to the next Board meeting.
- The Literacy unit has published, "Another Leaf Has Fallen", a collection of essays by the literacy students. They will be having a celebration on Sept. 21st at the Central Library.
- Management staff had a retreat on Oct. 8th to discuss the findings of the community planning process.
- Director Griffin will present a rough draft of the library's 5-year plan at the next meeting.
- Sarah Dentan, will step down from her temporary position as West branch manager as she has been in the position for six months. She will return to her regular position as Teen Librarian at West.
- Karen Joseph-Smith, from Claremont branch, will now take on the Acting branch manager position at West. Dawn Swanson, Children's Librarian, will then take Karen's position at Claremont.

X. Agenda Building

Next Regular Meeting: November 13, 2002, Central Library, 2090 Kittredge

Agenda Items: Branch Building Projects, Recruitment of New Trustee, Library's 5-Year Plan.

XL Adjourn

R02-76 Moved by Trustee Garcia, seconded by Trustee James, to adjourn the meeting at 10:05 p.m.
Motion carried unanimously.