

Berkeley Public Library
Board of Library Trustees

Regular Meeting
March 12, 2003

Minutes
7:03 p.m.

Central Library
2090 Kittredge Street

I. Call to Order

The regular meeting of March 12, 2003 was called to order at 7:03 p.m.

Present: Trustees Anderson, Garcia, James, Powell, Shirek

Absent: None

Also Present: Director of Library Services Jackie Y. Griffin, Building Project Manager Elena Engel, Special Services/Outreach Coordinator Alan Bern, Senior Librarian Francisca Goldsmith, Librarian II Deborah Carton, Outreach Specialist Colleen Fawley, Admin. Secretary Yvette Gan, Volunteer Playreaders: Juliette Capra, Elizabeth Heimler and Noah Marthinsen

II. Public Comments: None

III. Approval of Agenda

R03-18 Moved by Trustee Anderson, seconded by Trustee Shirek, to approve the agenda as proposed by Trustee Garcia. Motion carried unanimously.

IV. Staff Report – Special Services/Outreach

Special Services/Outreach Coordinator Alan Bern greeted the attendees. He noted that the unit had taken on new services and programs.

- Volunteer Coordinator Anne Stakelon has been busy recruiting and training volunteers, primarily Greeters and Technology Helpers at Central.
- A Web Librarian, Mary Lukanuski, has been hired to redesign the Library's web page. She has also taken on a number of other web-related projects and is leading staff in understanding necessary specific policies and procedures for new technologies.
- Outreach Specialist Colleen Fawley continues to perform an excellent job in bringing materials to the homebound, and was responsible for setting up and helping publicize our new collection of Braille and Tape Magazines for blind patrons.
- Mr. Bern continues to work with ADA consultants from the Center for Accessible Technology to give training here at Central on assistive devices, as well as offering staff training on safety, customer service and orientations to the building.

The Special Services/Outreach unit serves non-traditional and sometimes under-represented and underserved populations. The Poetry Outreach program involves a small group of staff, led by Ms. Fawley, who bring poetry, drama, short stories, folktales and music to residents of nursing homes. The group also planned a series of poetry programs: HaikuKite, HaikuMehndi: Poetry in the Hand, and the ELL poetry reading which will focus this year on Haiku. The Mayor and City Council have proclaimed April 4th to be Annual Poetry Day in Berkeley. There will be a reading by all entrants in the Library's Haiku Contest at 7 pm that day. The Trustees were treated to a selection of poetry readings by three teen volunteers (Ms. Capra, Ms. Heimler and Mr. Marthinsen) and staff (Ms. Fawley, Ms. Carton, and Mr. Bern).

Mr. Bern distributed a packet of materials, including reports detailing the work of each staff. A list of organizations and events included as part of the Outreach program was also provided.

The Board thanked Mr. Bern for his report.

V. Consent Calendar

R03-19 Moved by Trustee Anderson, seconded by Trustee James, to approve the consent calendar. Motion carried unanimously.

R03-20 Approved minutes of Regular Meeting – February 12, 2003

R03-21 Accepted resignation of Rahime Butcher, Library Network Administrator, Automation

VI. Reports for Action/Discussion

1. Budget issues

Trustee Garcia reported on the annual presentation, which was given to City Council last night. The Council seems to be very supportive of the library and its budget issues. The City Manager and his staff will be presenting the entire City's budget to the Council in June. Trustee Powell asked for a copy of Trustee Garcia's speech.

Trustee Garcia noted his appreciation for the patrons and Friends of the Library members who came to show their support at the meeting. He asked Director Griffin to convey the gratitude of the Board to Ann Singer, President of the Friends, for her excellent speech of support.

2. Branch Building Projects

Building Project Manager Elena Engel reported that about 200 responses to the West Branch survey have been received. Various West Branch staff have visited community organizations to help get the surveys out, and it's also on the Library's web site. These responses will form the basis of the needs assessment plan. There will be a kick-off meeting with LSA and Group 4 architects on March 18th.

Director Griffin will be meeting with staff from the Berkeley Unified School District (BUSD) on March 14th to discuss different school-library cooperation ideas: the possibility of a building site at the Berkeley Adult School for a library branch and the idea of a teacher resource center at West Branch (no matter where it might be located).

3. Recruitment of New Trustee

Trustee Garcia noted that the application period for the recruitment has been extended to March 31st. Three applications have been received so far.

4. Weight Watchers

A request was submitted by a staff member to hold Weight Watchers program meetings at the South Branch library. Director Griffin noted that this is an organization which charges fees and is a for-profit. The trustees discussed the meeting room policy and the request.

R03-22 Moved by Trustee Powell, seconded by Trustee Garcia, that the requestor seek some alternative locations for the Weight Watchers program, and in particular investigate the YMCA and UC Berkeley facilities. The Board also wished to alert the requestor to specific constraints in the library's guidelines for meeting room use, i.e. the organization must be a non-profit or government agency, that no fees can be charged and that reservations could only be made for a period of three months at a time. Motion carried unanimously.

5. Director's Report

Director Griffin referred to the article in the San Francisco Chronicle on March 10th regarding the warning notice posted in libraries about the Patriot Act. She has received a couple of phone calls from patrons concerned about the extent to which the Patriot Act will violate an individual's privacy. A copy of the California Library Association's (CLA's) resolution concerning the Patriot Act was distributed. The Trustees will consider adopting the CLA resolution at the April 9th meeting.

VII. Reports for Information

1. BPL Staff News, February 2003
2. BPL Calendar of Events, March 2003
3. BPL Press Releases/Flyers:
 - *Choice Books For Every Taste At The Friends Of The Public Library Bookstore*
 - *Ikebana: A Hands-On Workshop With Keiko Hitchcock*
 - *Haiku Contest Reading At The Berkeley Public Library*
4. Newspaper articles:
 - *A Librarian's Dilemma (San Francisco Chronicle, 2/2/03)*
 - *School Community Makes Plea To Board: Students, Teachers And Parents Ask For Careful Planning On Budget Cuts (Berkeley Voice, 2/14/03)*
 - *A Clean, Well-Lighted Place For Book Lovers (SF Chronicle Magazine, 3/2/03)*
 - *Celebrate Girls' Day With A Series Of Haiku At The Library (Berkeley Voice, 2/28/03)*
 - *Olla Podrida Collection At The Berkeley Public Library's Berkeley History Room (Berkeley Alumni Association Quarterly Journal, Fall 2002/Winter 2003)*
 - *So We're Told (1943 Article About the West Branch Library)*
5. Report of the 4 x 2 meeting held on Feb. 28, 2002
Trustee Anderson reported briefly on the meeting. Most of it concerned the library's budget and planning process. The Foundation's new President, Linda Schacht Gage, will take over in April. Amy Roth will be President of the Friends come June. This group feels that it's been valuable to meet every quarter to exchange information.
6. USA Patriot Act Discussion – Resources List

VIII. Agenda Building

Next Regular Meeting: April 9, 2003, at the North Branch, 1170 The Alameda
Agenda Items: Budget Issues, Branch Building Projects, Donor Recognition Policy, Applications for new trustee vacancy, CLA Resolution

IX. Adjourn

The trustees unanimously agreed to adjourn the meeting at 8:35 p.m.