

Berkeley Public Library  
Board of Library Trustees

Regular Meeting  
November 12, 2003

Minutes  
7:02 p.m.

South Branch  
1901 Russell Street

**I. Call to Order**

The regular meeting of November 12, 2003 was called to order at 7:02 p.m.

Present: Trustees Anderson, Garcia, Kupfer (7:09 p.m.), Shirek

Absent: Trustee Powell

Also Present: Director of Library Services Jackie Griffin, Deputy Director MaryLou Mull, Building Project Manager Elena Engel, Library Financial Manager Robert Derbin, Administrative Secretary Yvette Gan

**II. Public Comments**

Mr. Albert Boyd spoke briefly about a sign that had been in the temporary Library regarding dyslexia and asked that it be reinstalled in the renovated Central Library.

**III. Approval of Agenda**

Director Griffin noted that the Supervising Librarian for South Branch would not be present to give the South Branch report, and asked that it be removed from the agenda.

**R03-92 Moved by Trustee Anderson, seconded by Trustee Shirek, to approve the agenda as amended.** Motion carried unanimously.

**IV. Presentation by John DeClercq on Library Gardens**

Ms. Polly Armstrong introduced herself, and explained that she represented Mr. John DeClercq, of TransAction Companies, with apologies for his absence as he was out of town. She wished to speak about the Library Gardens project, a development slated to be built next door to the Central Library on Kittredge Street by TransAction Companies.

The project originally had included public parking. The developer has since discovered that the water table makes the cost of providing public parking prohibitive. The project will include about 176 units, with 105 parking spaces for tenants, as required by law. The idea of using car lifts has been mentioned, but the developer is not able to afford the additional cost of \$800,000. If this cost could be absorbed by other organizations, It is possible that there may be spaces available during the daytime, when the tenants are at work, for public parking. Questions were raised by the Trustees about how this could be implemented and managed. The Trustees asked that Mr. DeClercq contact library staff with more information upon his return.

**V. Consent Calendar**

**R03-93 Moved by Trustee Kupfer, seconded by Trustee Shirek, to approve the consent calendar.** Motion carried unanimously.

**R03-94 Minutes of Regular Meeting – October 8, 2003**

**R03-95 Retirement of Dolores Wright, Circulation Manager, General Services**

**R03-96 Retirement of Theodore Follins, Library Aide, General Services**

**R03-97 Resignation of Anne Stakelon, Volunteer Coordinator, Special Services**

**R03-98 Sabbatical Request for Jane Scantlebury, Librarian II, Reference for the period Jan. 20 through July 20, 2004.**

**R03-99 2004 Board of Library Trustees Meeting Schedule**

**R03-100 2004 Berkeley Public Library Holidays**

**VI. Reports for Action/Discussion**

1. Contract Amendment for Critical Solutions in the Amount of \$17, 246

Project Manager Elena Engel explained that the Library's legal counsel is advising that the Library continue to obtain the assistance of Critical Solutions in the suit filed by Arntz Builders. Two of the staff from this firm, Ron Johnson and Dan Garcia, worked on the Central Library's renovation project, and their building and construction knowledge would be useful. She noted the amount of \$17,246 would cover 150 hours of their time and includes reimbursables of 5%.

**R03-101 Moved by Trustee Kupfer, seconded by Trustee Shirek, to approve the contract amendment for Critical Solutions in the amount of \$17,246.00.** Motion carried unanimously.

2. Approval of budget for West Branch renovation and expansion project

Ms. Engel passed around a rendering of the proposed renovated West Branch, which met with positive comments. She attended a meeting of the Zoning Approval Board (ZAB) last month during which ZAB approved the West Branch's Mitigated Negative Declaration.

The Trustees reviewed the budget for the West Branch project. Ms. Engel updated them on the State Library's process for the Proposition 14 grant application, and noted that new projects, rather than renovations, seem to be more successful in getting funded. The City Council will need to pass a resolution certifying the project budget, among other things, and this will be on their agenda for their Dec. 9<sup>th</sup> meeting.

**R03-102 Moved by Trustee Anderson, seconded by Trustee Shirek, that in compliance with State regulations which apply to all applications being made under this state-wide funding program, the Berkeley Public Library pledges to commit from library funds up to \$481,813 should the Berkeley Public Library Foundation be unable to raise all such monies.** Motion carried unanimously.

3. Approval of One-Year Contract to Consolidated Routing, Inc., for Library Delivery Services not to exceed \$39,000

**R03-103 Moved by Trustee Kupfer, seconded by Trustee Shirek, to award a one-year contract, beginning approximately December 1, 2003, to Consolidated Routing, Inc. for Library delivery services for an amount not to exceed \$39,000.00.** Motion carried unanimously.

Trustee Kupfer asked to see a list of all contracts in the context of the Library's budget.

4. Building Projects Update

Ms. Engel noted that Arntz Builders have scheduled their staff to look at the building leaks in the Central Library.

5. Bond Measures

Director Griffin provided information about the proposed tax increase being considered by the City Council. Library staff are laying out details of several scenarios for various program cuts in anticipation of a \$1.2 million shortfall in the Library's budget next year.

6. Director's Report

- A patron has been notified of a one-year ban from the library because of several violations of the Library's Rules of Conducts. There will be a hearing of the appeal of the ban. Two of the Trustees will need to be in attendance, together with Library staff.
- Library staff have been dealing with patron complaints about pop-ups on public computers that depict what appears to be child pornography. Ms. Griffin has been in touch with the City Attorney's Office and the Police department about this issue. Staff are looking at a software that will prevent the pop-ups from appearing on the computer screens.
- The BPL Foundation has returned to a volunteer-run office, with a part-time assistant to help them with preparations for the Authors Dinner. They have already sold at least four sponsorships for the Dinner.
- Ms. Griffin is attending the California Library Association's conference starting this Friday and will be back in the office the following Tuesday. She will speak at a program on the decrease of information since 9/11.

**VII. Reports for Information**

1. BPL Staff News, October 2003
2. BPL Calendar of Events, November 2003
3. BPL Press Releases/Flyers:
  - *Etiquette Workshop at the Berkeley Public Library*
  - *Middle School Book Groups Meet at the Berkeley Public Library*
  - *Memorial Project Vietnam*
  - *Word For Word at the Berkeley Public Library*
  - *Children's Authors/Illustrators at the Berkeley Public Library*
4. Newspaper articles:
  - *City Library Adopts Controversial RFID Chips* (Berkeley Daily Planet, 10/10/03)
  - *Major Election Changes Land On Council Agenda* (Berkeley Daily Planet, 10/14/03)
  - *Commentary: Spread Tax Burden and Help Homeowners* (Berkeley Daily Planet, 10/14/03)
  - *Letter To The Editor: Building Block Editors* (Berkeley Daily Planet, 10/17/03)
  - *Ballot Measures Get Second Look* (Berkeley Daily Planet, 10/21/03)
  - *YMCA Loses Parking Spaces* (Berkeley Daily Planet, 10/21-23/03)
  - *Parcel Tax Measure May Land On March Ballot* (Daily Californian, 10/23/03)
  - *Berkeley Council Puts Measure On Ballot To Raise Property Taxes* (San Francisco Chronicle, 10/22/03)
  - *News In Brief from the San Francisco Bay Area* (Associated Press, 10/22/03)
  - *Commentary: State Budget Crisis Means Berkeley Must Raise Taxes* (Berkeley Voice, 10/31/03)
  - *News Brief: Workshop To Cover Using City's Web Site* (Berkeley Voice, 10/31/03)
  - *Hours, Jobs Cut In June; Santa Cruz Cuts Again* (Library Hotline, 10/6/03)
  - *Contra Costa Considers Firing Hall Contractor* (Contra Costa Times, 11/1/03)
  - *Council Faces Eventful Agenda* (Berkeley Daily Planet, 11/4/03)
  - *Commentary: CENA Gives Qualified "No" to Proposed Tax Hike* (Berkeley Daily Planet 11/4/03)

5. Correspondence with North East Berkeley Association
6. Library Board Training Available from California State Library

**VIII. Agenda Building**

Next Regular Meeting: December 10, 2003, at the West Branch Library, 1125 University Avenue.

Agenda items: Bond Measure , BPL Foundation, Building Project, Report on City Council's Dec. 9<sup>th</sup> meeting, Report on the "4 x 2" meeting, Report on Patron Hearing of Dec. 4<sup>th</sup>, Budget meeting report.

**IX. Adjourn**

**R03-104 Moved by Trustee Powell, seconded by Trustee Kupfer, to adjourn the meeting at 9:25 p.m. Motion carried unanimously.**