

Berkeley Public Library  
Board of Library Trustees

Special Meeting  
March 24, 2004

Minutes  
5:55 p.m.

Central Library, 3<sup>rd</sup> Floor  
2090 Kittredge

**I. Call to Order**

The special meeting of March 24, 2004, was called to order at 5:55 p.m.

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

Absent: None

Also Present: Director of Library Services Jackie Y. Griffin, Deputy Director MaryLou Mull, Building Project Manager Elena Engel, Admin. Secretary Yvette Gan

**II. Public Comments: None**

**III. Approval of Agenda**

**R04-25 Moved by Trustee Anderson, seconded by Trustee Shirek, to approve the agenda as presented by Trustee Garcia.** Motion carried unanimously.

**IV. Action/Discussion**

1. Budget, Hours of Operation and Staffing

This item was postponed to the next meeting on April 14, 2004.

2. Recommendation to accept RFID Vendor Bid

Building Project Manager Elena Engel distributed copies of a revised memo regarding the award of the RFID contract. Library Director Jackie Griffin and Ms. Engel explained in detail how the staff had arrived at their recommendation for the RFID vendor bid. The process involved several staff members who have been meeting regularly since July 2003 to look at how to utilize technology, re-design workflow and create a safer work environment. These staff visited several libraries in the Bay Area with RFID systems in operation and examined how well those systems were working, the quality of customer service from the RFID company, and problems staff had experienced.

Privacy concerns were also addressed. Lee Tien, from the Electronic Frontier Foundation, was invited to speak to the staff about his concerns. The staff of the Samuelson Clinic on Law, Technology and Public Policy at UC Berkeley also met with the Director and the staff on three occasions to discuss privacy issues in detail. David Mulnar, a Ph.D. candidate at UC Berkeley, volunteered his assistance to the library as he had participated in the seminar at MIT which initiated many of the concerns around RFID and privacy.

The Trustees asked to see the following:

- The Request for Proposals for the RFID system bid
- Articulated criteria
- Pros and cons for each vendor bid received
- Details of site visits
- Concluding rationale for the most qualified vendor.

This item will be placed on the agenda for the April 14<sup>th</sup> meeting for further discussion.

**V. Adjourn**

**R04-26 Moved by Trustee Anderson, seconded by Trustee Powell, to adjourn the meeting at 6:50 p.m. Motion carried unanimously.**