

Berkeley Public Library
Board of Library Trustees

Regular Meeting
April 14, 2004

Minutes
7:15 p.m.

Central Library, 3rd Floor
2090 Kittredge Street

I. Call to Order

The regular meeting of April 14, 2004, was called to order at 7:15 p.m.

Present: Trustees Anderson, Garcia, Kupfer, 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: None

III. Approval of Agenda

R04-27 Moved by Trustee Kupfer, seconded by Trustee Garcia, to approve the agenda as presented. Motion carried unanimously.

IV. Consent Calendar

R04-28 Moved by Trustee Shirek, seconded by Trustee Kupfer, to approve the consent calendar. Motion carried unanimously.

R04-29 Approved minutes of regular meeting – March 10, 2004

R04-30 Approved minutes of special meeting - March 24, 2004

R04-31 Accepted retirement of MaryLou Mull, Deputy Director, Administration

R04-32 Accepted resignation of Mary Lukanuski, Librarian II (Web Librarian), Information Technology

R04-33 Accepted resignation of Vlad Kaplun, Library Aide, General Services

V. Reports for Action/Discussion

1. Decision-making process for Board of Library Trustees: Summary

The Trustees discussed the decision-making process. They unanimously agreed to place this item on the agenda for the next regular meeting on May 12, 2004.

2. Discussion re: possible ballot measures for parcel tax and/or branch renovation

The Trustees discussed whether they should recommend to City Council that a tax measure for the Library be placed on the November 2004 ballot, and if so, the amount of the tax increase.

R04-34 Proposed by Trustee Garcia, seconded by Trustee Anderson that the Board be in favor of pursuing the development of a ballot measure to increase the parcel tax, the amount of which is to be determined by May 15, 2004. Motion carried unanimously.

3. Recommendation to accept RFID Vendor Bid

The Trustees reviewed the documentation for the Request for Proposals for the Radio Frequency Identification (RFID) project and the bids submitted by various vendors. Director Griffin and several staff had spent many months researching RFIDs, including visits to other public libraries who have installed such systems. Privacy concerns were also examined, and a "Best Practices" list was created to help guide the staff in recommending a vendor.

R04-35 Moved by Trustee Kupfer, seconded by Trustee Garcia, to accept the bid for the RFID system from Checkpoint for the sum of \$643,000, of which \$500,000 is to be financed at a rate of 3.99% over 5 years, with the remaining funding to come from existing FY 2004 library budget monies. Motion carried unanimously.

4. Discussion re: closure of meeting rooms as of July 1, 2004

Staff have been looking at the loss of meeting room space for library events and programs once the reduced hours take effect on July 1, 2004. A proposal was made to close the Central Library's meeting room. The Trustees were reluctant to remove a service that the public uses, and asked staff to look at some measures that would alleviate the workload of managing the meeting room, including providing information on the meeting room through the website.

5. Director's Report

a. Budget

Director Griffin informed the Trustees that two staff have resigned, one of whom was the Web librarian responsible for upkeep and redesign of the Library's website. Of the 25 positions slated for layoff, all but 9 are currently vacant. It is anticipated that there may be a few more resignations or retirements before July 1, 2004.

b. Library Hours

There was no discussion.

6. Discussion of City Manager's Report Regarding Frequency of Commission Meetings and/or Other Possible Cost Reductions

There was no discussion.

7. Building Project Update: West Branch Renovation

Building Project Manager Elena Engel reported that she had attended the opening celebration at the Santa Clara library earlier that day. If the Trustees are interested, she can arrange a trip to that library for them to see how the RFID system is working there. That library has installed a self-checkout RFID system from Checkpoint and a self-checkin system from Techlogic.

VI. Reports for Information

1. BPL Staff News, March 2004
2. BPL Calendar of Events, April 2004

3. BPL Press Releases/Flyers:
 - *Meet Mordicai Gerstein, winner of the 2004 Caldecott Medal award*
 - *Lisa di Prima's Jazz Art with the Don Robinson Trio*
 - *Meet Jeanne DuPrau, author of "The City of Ember"*
 - *Off To a Great Start with Books! With Kathleen Odean*
 - *Martial Arts with Louise Raffin*
 - *Canta Con Migo*
4. Newspaper articles:
 - *Deficit Forces Libraries To Cut Back Hours (Daily Californian, 3/11/04)*
 - *City Council News: Budget Cuts Will Hit City Offices Hard (Berkeley Voice, 3/12/04)*
 - *Berkeley to Lay Off 16, Cut Hours And Budgets (American Libraries Online, 3/12/04)*
 - *Taxes for Youth, Library, Schools: Officials Consider Putting Measures To Vote In November (SF Chronicle, 3/20/04)*
 - *Berkeley Studies Fiscal Cuts (Oakland Tribune, 3/25/04)*
 - *Seniors Protest Council Budget Cuts (Berkeley Daily Planet, 3/26/04)*
 - *City Council Briefs: Council Lays Down Guidelines For Cuts (Berkeley Voice, 3/26/04)*
 - *Letters To Datebook: Heavenly Stairs At Berkeley's Rebuilt Library (SF Chronicle, 3/26/04)*
 - *Cesar E. Chavez Events Planned In Berkeley Thru April 23 (Oakland Tribune, 3/28/04)*
 - *Opinion: Locking Up A Word Of Ideas: Closing Libraries Puts Schools' Core At Risk (SF Chronicle, 3/28/04)*
 - *City Council Ushers In Fiscal Year With Millions In City Service Cuts (Daily Californian, 3/29/04)*
 - *Quilters Make a Beeline To Exhibit Their Work (Contra Costa Times, 4/4/04)*
5. Report on Sabbatical - Amy Prevedel, Library Literacy Coordinator

VII. Agenda Building

Next Special Meeting: April 28, 2004, at the Central Library, 2090 Kittredge Street
Next Regular Meeting: May 12, 2004, at the Central Library, 2090 Kittredge Street

VIII. Adjourn

R04-36 Moved by Trustee Kupfer, seconded by Trustee Garcia, to adjourn the meeting at 9:32 p.m. Motion carried unanimously.