

Berkeley Public Library  
Board of Library Trustees

Regular Meeting  
May 12, 2004

Minutes  
7:09 p.m.

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

**I. Call to Order**

The regular meeting of May 12, 2004, was called to order at 7:09 p.m.

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

Absent: None

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**

Trustee Kupfer suggested that the agenda be re-ordered so that Items VII.A.3 (Discussion re: ballot measures and decision on amount for measures) and VII.A.4 (Frequency of Board of Library Trustee Meetings post-ballot measure decision) be taken first and second respectively on the Action/Discussion calendar. It was also proposed that item VII.A.5 (Recommendation to approve sale of 3M self-checkout machines to Richmond Public Library) be moved to the Consent Calendar.

**R04-39 Moved by Trustee Powell, seconded by Trustee Shirek, to approve the agenda as amended.** Motion carried unanimously.

**IV. Request to install ceramic relief art work in Central Library entrance plaza - Civic Arts Department**

Jos Sances, Chair of the Public Art Committee of the Civic Art Commission and Fernando Torres from La Pena Cultural Center spoke to the Trustees about a request to install ceramic relief art work featuring poet Pablo Neruda.

Beginning on May 11<sup>th</sup>, La Pena Cultural Center is planning to hold several events to celebrate the centennial of Neruda's birth. They had approached the Civic Arts Commission with a proposal to install a 3 ft. by 4 ft. ceramic relief featuring Neruda against a Chilean landscape. The Public Arts Committee members of the Civic Art Commission, the artist Gonzalo Hidalgo and Mr. Torres had walked through downtown Berkeley to find a location for the artwork. They thought that the Central Library's plaza would be an appropriate place, and suggested that the wall by the stairs be raised several feet to accommodate the artwork.

Trustee Powell asked about the original architectural concept for the plaza, and whether raising the wall would fit into that concept. There was also concern that raising the wall would block visibility of the bookdrops below, prevent security from viewing the seating area, and block patrons from viewing the bicycle parking area in front. Trustee Garcia recalled that when the plans for the Central Library's renovation were being designed, there had been discussion of artwork for the Library, and agreement that such artwork should reflect the community as a whole. The Trustees felt that they needed feedback from the original architect before they made a decision on this request.

## **V. Presentation of Audit Report - City Auditor**

City Auditor Ann-Marie Hogan was introduced to the Trustees. She explained that she was here to present the Library Purchasing and Accounts Payable Audit which had recently taken place.

Ms. Griffin explained that there would be a six-month test period during which the Library would transfer a couple of controls to the Finance Department. Trustee Garcia asked if doing so would create a workload impact for the Library staff. Library Financial Manager Bob Derbin replied that it could not be determined at this point. Director Griffin added that the proposed changes would be evaluated for a six-month period before any decision is made regarding final implementation.

The Trustees thanked the Auditor, her staff, and the Library staff for their work on the audit.

## **VI. Consent Calendar**

Trustee Powell noted she would abstain from voting on the minutes of April 14, 2004 as she had not been able to attend the meeting.

**R04-40 Moved by Trustee Shirek, seconded by Trustee Kupfer, to approve the consent calendar.**  
Motion carried unanimously.

**R04-41 Approved minutes of regular meeting – April 14, 2004**  
(Ayes: Anderson, Garcia, Kupfer, Shirek, Abstain: Powell)

**R04-42 Approved minutes of special meeting - April 28, 2004**

**R04-43 Approved change in Hours for Tool Lending Library Effective July 1, 2004**

**R04-44 Accepted resignation of Cindy Cornwall, Library Specialist II, Technical Services**

**R04-45 Approved sale of 3M self-checkout machines to Richmond Public Library**

## **VII. Reports for Action/Discussion**

### 1. Discussion re: possible ballot measures and decision on amount for measures

The Trustees discussed the many elements that need to be considered when going out for a ballot measure in November. Trustee Powell asked if the Library could re-open on Sundays should the ballot measure pass. If the ballot measure passes, the funds would not actually be collected till November 2005. However, the City has, in the past, floated the funds so that the Library could use them as of July 1<sup>st</sup> of the same year. It may be possible for the Library to re-open on Sundays effective January 1, 2005, if all goes well.

The Trustees agreed to hold a special meeting on Tuesday, May 18<sup>th</sup>, at 8 a.m. The location is to be determined.

### 2. Recommendation to charge patrons fees for not picking up reserved items

A recommendation was made by staff to charge patrons a \$1.00 fee for each item on reserve that is not picked up by the patron. Because each item sits on the hold shelf for 10 days before it can be re-processed for another patron or for shelving, this results in loss of circulation and

takes up staff time. To avoid the fee, patrons who place items on hold can always cancel the hold or pick the item up.

- R04-46 Moved by Trustee Powell, seconded by Trustee Anderson, to charge a \$1.00 fee for each reserved item not picked up by the patron after being notified.** Motion carried unanimously.

The remaining Action/Discussion agenda items were deferred to the next regular meeting on June 9<sup>th</sup> due to time constraints.

#### **VIII. Reports for Information**

1. BPL Staff News, April 2004
2. BPL Calendar of Events, May 2004
3. BPL Press Releases/Flyers:
  - *Three Nights of Videos about Cuba*
  - *Computer Classes at the Berkeley Public Library*
4. Newspaper articles:
  - *Berkeley Public Library Users Get UC Museum Passes* (Berkeley Daily Planet, 4/16/04)
  - *Bates: Cooperation Will Be Needed To Cope With Cuts* (Berkeley Voice, 4/16/04)
  - *New City Board Would Aim To Shelter Trees* (Daily Californian, 4/21/04)
  - *Libraries To Implement Self-Checkout System* (Daily Californian, 4/22/04)
  - *Board Signals BSEP Ballot Vote In November* (Berkeley Daily Planet, 4/23/04)
  - *Bay Area's Best Value: Libraries* (Contra Costs Times, 4/24/04)
  - *Council Studies Tax Increases, Campaign Funding* (Berkeley Daily Planet, 4/27/04)
  - *Council Action Moves Ballot Measures Forward* (Berkeley Daily Planet, 4/30/04)
  - *Quilters Make a Beeline To Exhibit Their Work* (Berkeley Voice, 4/30/04)
  - *Facing \$10 Million Deficit, City Manager Offers Budget* (SF Chronicle, 5/5/04)
  - *Library To Vote On High-Tech Tracking* (SF Chronicle, 5/6/04)
  - *No Reason To Fear Privacy Invasion From Library Books* (SF Chronicle, 5/6/04)

#### **IX. Agenda Building**

Next Special Meeting: May 18, 2004, 8:00 a.m., location to be announced

Next Regular Meeting: June 9, 2004, 7:00 p.m., at the Central Library, 2090 Kittredge Street

#### **X. Adjourn**

The meeting adjourned at 9:40 p.m.