

Berkeley Public Library
Board of Library Trustees

Regular Meeting
September 8, 2004

Agenda
7:00 p.m.

South Branch
1901 Russell Street

Please refrain from wearing scented products at public meetings.

Items which are starred (*) are included in the packet; (**) Trustees only.

I. Call to Order

II. Public Comments (proposed 10-minute limit, with no more than 5 speakers speaking for 2 minutes each)

III. Approval of Agenda

IV. Consent Calendar

A. From Director of Library Services

- *1. Minutes of Regular Meeting – August 11, 2004
- **2. Personnel: Retirements and resignations
 - *Librarian II, Technical Services (retirement)*
 - *Library Assistant, Children's (resignation)*
 - *Library Manager, Branch Services (retirement)*
 - *Information Systems Specialist, Information Technology (resignation)*
 - *Senior Librarian, Reference (retirement)*
 - *Library Aide, General Services (resignation)*

V. Reports for Action/Discussion

A. From Director of Library Services

- **1. Financial Statement for FY 2004
- **2. Extend for 1 year the contract for Library Janitorial Services with Universal Building Services
- **3. Approval of Purchase Order for Marina Mechanical for up to \$30,000.
- **4. Earthquake Insurance - Rising costs
- 5. Update on RFID Project
- **6. Search for new Trustee
- 7. Staff Report Format for review and discussion

VI. Reports for Information

A. From Director of Library Services

- 1. Building Projects Update
 - a. Branches
 - b. Central Library
- **2. BPL Staff News, August 2004 (to be distributed)
- *3. BPL Calendar of Events, September 2004
- *4. Press Releases/Flyers:
 - *Children's Program Schedule at North Branch*
 - *Adam Miller: Singing Through History*

- *Announcement of On-Shelf Holds*
- *Bookmark - How to use the Online Catalog*
- *5. Newspaper articles:
 - *Packed November Ballot Includes 3 Controversial Items* (Berkeley Voice, 8/20/04)
 - *Le Conte Neighbors Fume Over Stolen Endorsements* (Berkeley Daily Planet, 8/27/04)
 - *Letter To The Editor: Literary Berkeley* (Berkeley Daily Planet, 8/27/04)
- **6. Letter to Governor Schwarzenegger re: SB 1161.

VII. Agenda Building

Next Regular Meeting: October 13, 2004, Claremont Branch, 2940 Benvenue Avenue

VIII. Adjourn