



BERKELEY PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES

REGULAR MEETING

Wednesday, March 6, 2024

AGENDA

6:30 PM

LOCATION

West Branch  
1125 University Avenue

Commission Members:

Amy Roth, President; Sophie Hahn, Vice President; Tanir Ami; Beverly Greene, John Selawsky

To submit an e-mail comment during the meeting to be read aloud during public comment, email [BOLT@berkeleyca.gov](mailto:BOLT@berkeleyca.gov) with the Subject Line in this format: "PUBLIC COMMENT ITEM ##." Please observe a 150 word limit. Time limits on public comments will apply. Written comments will be entered into the public record.

This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to [Eve Franklin, Administrative Secretary, \(510\) 981-6102](#). The Board of Library Trustees may take action related to any subject listed on the agenda.

## I. PRELIMINARY MATTERS

### A. Call to Order

**B. Ceremonial Matters:** *In addition to those items listed on the agenda, the President may add additional ceremonial matters.*

### C. Public Comment

*Speakers are allowed 3 minutes each for up to 10 speakers; if more than 10 individuals have filled out and submitted cards to speak, the time for all speakers will be reduced to 2 minutes per person and if more than 20 individuals have submitted speaker's cards, the time per person will be reduced to one minute each, for a maximum of one hour of public comment.*

### D. Comments from Library Unions

*For regular meetings of the BOLT, representatives from the three unions representing Library employees may address BOLT, with a total time limit of 15 minutes. If all three (3) unions have representatives present and wish to speak, each union shall receive 5 minutes to address BOLT. If only two (2) unions have representatives present and wishing to speak, each union shall receive 7.5 minutes to address BOLT, for a total of 15 minutes. If only one (1) union has representatives present and wishing to speak, that union shall receive 15 minutes to address BOLT. The Secretary shall, at the start of the Comment from Library Union item, ask union representatives who wish to speak to identify themselves and which union they represent. The Secretary shall then determine the appropriate allocation of speaking time according to the rules stated herein.*

- i. SEIU, LOCAL 1021 (Maintenance and Clerical Units)
- ii. SEIU, LOCAL 1021 (Community Services and PTRLA Units)
- iii. Public Employees Union, LOCAL 1

### E. Comments from Board of Library Trustees

## II. CONSENT CALENDAR

*The Board will consider removal and addition of items to the Consent Calendar prior to voting on the Consent Calendar. All items remaining on the Consent Calendar will be approved in one motion.*

### A. Minutes of February 7, 2024 Regular Meeting

**From:** Tess Mayer, Director of Library Services

**Recommendation:** Adopt the resolution to approve the minutes of the **February 7, 2024** Regular Meeting of the Board of Library Trustees.

### B. Fiscal Year 2024 Purchase Authorization in Excess of Director of Library Services' Granted Authority (Revised Vendor List)

**From:** Tess Mayer, Director of Library Services

**Recommendation:** Adopt the resolution authorizing the Director of Library Services to enter into fiscal year 2024 purchase agreements and approve payments to specified vendors for services encompassing utility, telephone and intranet/internet services, library materials, state taxes, professional services, and office supplies that may exceed the director's delegated spending authority of \$50,000 for services and \$100,000 for goods, materials, and equipment.

**III. ACTION CALENDAR**

**A. Report on recruitment process to fill vacancy on Board of Library Trustees that will be created by the end of Trustee Selawsky’s term effective May 16, 2024. The President of the Board of Library Trustees will appoint an ad hoc trustee nominating sub-committee to initiate the process.**

**From:** Tess Mayer, Director of Library Services

**Recommendation:** With the end of Trustee Selawsky’s term occurring in mid-May, it is time to initiate the process to fill this vacancy. Under the revised Board of Library Trustees Vacancies Policy, the President of BOLT will appoint an ad hoc trustee nominating sub-committee to initiate the process. The Board will review supporting documents and publicity plan.

**IV. INFORMATION REPORTS**

*All items for discussion only and no final action.*

**A. Equity, Diversity, Inclusion Manager Report** – Dia Penning

**B. Monthly Library Director’s Report** – Tess Mayer, Director of Library Services

**V. ITEMS FOR FUTURE AGENDAS**

*These items are not scheduled for discussion or action at this meeting. The Board of Library Trustees may schedule these items to the agenda of a future meeting.*

**A. Discussion of items to be added to future agendas**

**VI. ADJOURNMENT**

*This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to Tess Mayer, 510-981-6195, [tmayer@berkeleyca.gov](mailto:tmayer@berkeleyca.gov).*

*Communications to Berkeley boards, commissions or committees are public record and will become part of the City’s electronic records, which are accessible through the City’s website. Please note: E-mail addresses, names, addresses, and other contact information are not required but, if included in any communication to a City board, commission, or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission, or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission, or committee for further information.*

*Any writings or documents provided to a majority of the commission regarding any item on this agenda will be made available for public inspection at the Berkeley Public Library Administration Office located at 2090 Kittredge Street - 3rd Floor Admin Wing, Berkeley, CA 94704.*

**COMMUNICATION ACCESS INFORMATION:**



This meeting is being held in a wheelchair-accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting.

~~~~~  
I hereby certify that the agenda for this regular/special meeting of the Board of Library Trustees was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way and in front of the Central Public Library at 2090 Kittredge Street as well as on the Berkeley Public Library’s website, on February 29, 2024.

//s//  
  
Tess Mayer, Director of Library Services  
Serving as Secretary to the Board of Library Trustees

**Communications:**

- |           |                            |                                         |
|-----------|----------------------------|-----------------------------------------|
| 2/1/2024  | Cadence Dobias             | Sexual Assault Survivor Support Inquiry |
| 2/6/2024  | Tracy Davis                | Unknown bias                            |
| 2/13/2024 | Kimberly LaFuente Luedeman | Harassment at the library               |
| 2/20/2024 | Meg                        | Library card policy                     |



**MINUTES**  
**Berkeley Public Library - Board of Library Trustees Regular Meeting**  
**Wednesday, February 7, 2024 6:30 PM**

Board of Library Trustees:  
Amy Roth, President  
Sophie Hahn, Vice President  
Tanir Ami  
Beverly Greene  
John Selawsky

**I. PRELIMINARY MATTERS**

A copy of the agenda packet can be found at <http://www.berkeleypubliclibrary.org/about/board-library-trustees>

- A. Call to order:** 6:33 pm  
Present: Trustees Ami, Greene, Hahn and Roth.  
Trustee Greene arrived at 6:41 pm  
Absent: Trustee Selawsky.  
Also Present: Tess Mayer, Director of Library Services; Henry Bankhead, Deputy Director; Alicia Abramson, Manager, Library Information Technology; Amanda Myers, Library Services Manager; Dan Beringhele, Supervising Librarian, North Branch; Eve Franklin, Administrative Secretary.
- A. Public Comments:** 0 speakers
- B. Comments from Library Unions:**
1. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 0 speakers
  2. SEIU, LOCAL 1021 (Maintenance and Clerical Units) – 0 speakers
  3. Public Employees Union, LOCAL 1 – 0 speakers
- C. Comments from Board of Library Trustees**
1. Trustee Roth – Sorry to have missed the Teen Poet Laureate event but so pleased about it.
  2. Trustee Ami – Was not able to attend the Teen Poet Laureate event but was glad to see the reports and photos.
  3. Trustee Hahn – Was not able to attend the Teen Poet Laureate event and is looking forward to the upcoming Berkeley Public Library Foundation’s Author’s Dinner event on March 3.

**II. CONSENT CALENDAR**

**Action:** M/S/C Trustee Ami/ Trustee Roth to adopt resolution #R24-063 to approve the consent calendar as presented.

**Vote:** Ayes: Trustees Ami, Hahn, and Roth. Noes: None. Absent: Trustee Greene & Selawsky. Abstentions: None.

**A. Approve Minutes of the January 11, 2024 Special Meeting**

**From:** Director of Library Services

**Recommendation:** Adopt a resolution to approve the minutes of the January 11, 2024 Special Meeting of the Board of Library Trustees as presented with minor corrections.

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Ami / Trustee Roth to adopt resolution #R24-064 to approve the minutes of January 11, 2024.

**Vote:** Ayes: Trustees Ami, Hahn, and Roth. Noes: None. Absent: Trustee Greene & Selawsky. Abstentions: None.

**B. Revised 2024 Berkeley Public Library Holiday & Early Closing Schedule** From: Director of Library Services

**Recommendation:** Adopt the resolution approving the revised 2024 Berkeley Public Library Holiday & Early Closing Schedule.

**Financial Implications:** none.

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Ami / Trustee Roth to adopt resolution #R24-065 approving the revised 2024 Berkeley Public Library Holiday & Early Closing Schedule.

**Vote:** Ayes: Trustees Ami, Hahn, and Roth. Noes: None. Absent: Trustee Greene & Selawsky. Abstentions: None.

**C. Contract: CivicMakers**

**From:** Deputy Director of Library Services

**Recommendation:** Adopt a Resolution authorizing the Director of Library Services to execute a contract with CivicMakers for Library Technology Roadmap consulting services for an amount not to exceed \$110,000 from February 2024 through July 2024.

**Financial Implications:** see report.

**Contact:** Henry Bankhead, Deputy Director of Library Services

**Action:** M/S/C Trustee Ami / Trustee Roth to adopt resolution #R24-066 authorizing the Director of Library Services to execute a contract with CivicMakers for Library Technology Roadmap consulting services for an amount not to exceed \$110,000 from February 2024 through July 2024.

**Vote:** Ayes: Trustees Ami, Hahn, and Roth. Noes: None. Absent: Trustee Greene & Selawsky. Abstentions: None.

**D. Contract: Communico, LLC for the Communico Digital Publishing Platform**

**From:** Manager, Library Information Technology

**Recommendation:** Adopt a Resolution authorizing the Director of Library Services to enter into a sole-source contract with Communico, LLC for the Communico Digital Publishing Platform in the amount of \$88,020 for three years.

**Financial Implications:** see report.

**Contact:** Alicia Abramson, Manager, Library Information Technology

**Action:** M/S/C Trustee Ami / Trustee Roth to adopt resolution #R24-067 authorizing the Director of Library Services to enter into a sole-source contract with Communico, LLC for the Communico Digital Publishing Platform in the amount of \$88,020 for three years.

**Vote:** Ayes: Trustees Ami, Hahn, and Roth. Noes: None. Absent: Trustee Greene & Selawsky. Abstentions: None.

**III. ACTION CALENDAR**

**A. Budget Priorities for the FY2025 & FY2026 Biennial Budget Cycle**

**From:** Tess Mayer

**Recommendation:** Adopt the resolution adopting budget priorities for the Library for the FY 2025 and FY 2026 biennial budget cycle.

**Financial Implications:** see report

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Hahn / Trustee Ami to adopt resolution #R24-068 adopting budget priorities for the Library for the FY 2025 and FY 2026 biennial budget cycle.

**Vote:** Ayes: Trustees Ami, Greene, and Hahn. Noes: None. Absent: Trustee Selawsky. Abstentions: Roth.

**IV. INFORMATION CALENDAR**

**A. Staff Report – Update on North Branch**

**From:** Dan Beringhele, Supervising Librarian

**Action:** Received

**B. Monthly Library Director’s Report**

**From:** Tess Mayer, Director of Library Services

**Action:** Received

**V. AGENDA BUILDING**

The next regular meeting will be held March 6, 2024.

1. Recruitment for Trustee Selawsky replacement
2. Budget
3. Branch Stats
4. Land Acknowledgement Committee Presentation

5. Equity, Diversity, Inclusion Update

**VI. ADJOURNMENT**

M/S/C Trustee Roth / Trustee Ami to adjourn the meeting.

**Vote:** Ayes: Trustees Ami, Greene, Hahn, and Roth. Noes: None. Absent: Trustee Selawsky.  
Abstentions: None.

Adjourned at 7:56 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of February 7, 2024 as approved by the Board of Library Trustees.

//s// \_\_\_\_\_

Tess Mayer, Director of Library Services, acting as secretary to BOLT

Attachments:

1. North Branch Presentation

DRAFT






# North Branch

Presented By : Dan Beringhele



## North Branch Facts

- Built in 1936, James Plachek Architect Renovated in
  - 2012, 4000 sq. feet added
  - Nearby schools include King Middle School, Thousand Oaks, Ruth Acty, School of the Madeline, St. Mary's
- 

# Meet The Group



**Ashlyn Adams**  
**Library Specialist II**  
2023



**Cesar Perez**  
**Library Aide**  
2022



**Doreen Abrams**  
**Library Aide**  
2022

# Meet The Group



**Erica Fernandez**  
**Library Assistant**  
2023



**Kristina Uchida-Rattler**  
**Library Assistant**  
2023



**Maxine Tower**  
**Library Aide**  
2023



# Meet The Group



**Molly Stellino**  
Library Assistant  
2023



**Oona Okragly**  
Library Specialist II  
2008



**Robyn Brown**  
Teen Librarian  
2022

# Meet The Group



**Shanga Labossiere**  
Library Aide  
2023




**Sheila Lew**  
Children's Librarian  
2020



**Sierra Gribble**  
Supervising Library Assistant  
2023




# North Statistics

- **November 2023 Checkouts by Location:**
  - **Central 16,611**
  - **North 19,667**
  - **Claremont 10,782**
  - **THPS 8162**
  - **West 6653**
- 



# North Statistics

- **Since July 1st 2023, North has held over 318 events with 9739 participants**
  - **Weekly Wednesday Morning Storytime averages about 100 participants**
  - **Evening Author Events draw 20-50 people**
  - **Events for Seniors include Weekly Yoga and Tech Help**
- 

# Events for Kids



Concerts



Cultural Events

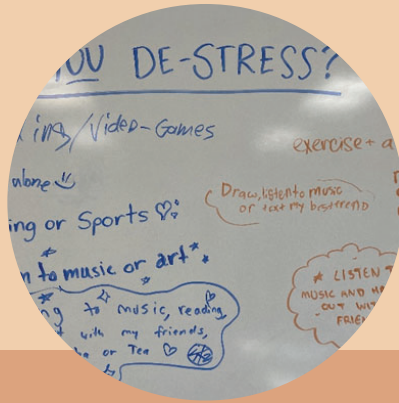


Storytime

# Events for Teens



Crafts & Games



Mental Health



Youth Poet Laureate

## Events for Adults & Families



**Author Talks**



**DIY**



**Cultural Programs**

## Looking Ahead

- **Customer Service Improvements**
- **Spring Author Talks**
- **Culinary programming**
- **Summer Reading**



**CONSENT CALENDAR**

March 6, 2024

To: Board of Library Trustees

From: Tess Mayer, Director of Library Services

Subject: Fiscal Year 2024 Purchase Authorization in Excess of Director of Library Services' Granted Authority (Revised Vendor List)

**RECOMMENDATION**

Adopt the resolution authorizing the Director of Library Services to enter into fiscal year 2024 purchase agreements and approve payments to specified vendors for services encompassing utility, telephone and intranet/internet services, library materials, state taxes, professional services, and office supplies that may exceed the director's delegated spending authority of \$50,000 for services and \$100,000 for goods, materials, and equipment.

**FISCAL IMPACT**

The projected costs of these expenditures for these vendors are provisioned for in the Biennial Budget update for fiscal year 2024 adopted by the Board of Library Trustees on June 7, 2023 by BOLT Resolution No.: R23-029.

**BACKGROUND**

With passage of BOLT Resolution No.: 08-56, the Board of Library Trustees on June 10, 2008 authorized the Director of Library Services to enter into purchase agreements for services up to \$50,000; and, with passage of BOLT Resolution No.: 09-94, the Board of Library Trustees on October 14, 2009 authorized the Director of Library Services to enter into purchase agreements for goods, materials, and equipment up to \$100,000.

On June 7, 2023, the board approved BOLT Resolution No.: R23-029 adopting the FY 2024 Budget update, which included funds for services, goods, materials and equipment.

**CURRENT SITUATION**

Revising vendor list Attachment #2.

Commencing July 1, 2023, the Library will begin processing fiscal year 2024 purchase requisitions for services, goods, materials, and equipment to support Library operations. Using fiscal year-to-date 2023 and prior years' expenditure levels as a guide, purchases with several vendors may exceed the purchasing authority delegated to the Director of Library Services by the Board of Library Trustees. See Attachment 2 to this report for purchase expenses recorded up to June 15, 2023 in excess \$10,000: vendors associated with a contract number were individually presented before the board for authorization; items not associated with a contract number are presented in attached for authorization as a group as per the Resolution presented herein for consideration.

Under current rules, the director must receive board approval for any purchase in excess of the authorized spending limit for any vendor once that vendor's cumulative fiscal year purchases exceed the authorized

spending limit; and of which can be satisfied by either the execution of a contract or a consolidated authorization as pursuant to this request.

ALTERNATIVE ACTIONS

The alternative considered is to enter into initial purchase agreements not to exceed the director's spending authority and return to the board per purchase once cumulative purchases exceed the granted authority. It is the Administrative and Fiscal Services Manager's recommendation that the Director of Library Services be granted increased spending authority for the specified vendors – per Attachment 2– during FY 2024. This request is consistent with recognized best practices for purchasing procedures and adheres to the City's purchasing policy.

FUTURE ACTION

No future action is necessary.

CONTACT PERSON

Tess Mayer, Director of Library Services, 981-6195

Attachments

1. Resolution
2. FY 2024: Vendor Purchased Values > \$10k to for FY 2024 Eligible Vendors (revised)

**BOARD OF LIBRARY TRUSTEES**

**RESOLUTION NO: 24-\_\_**

**PURCHASE AUTHORIZATION FOR SELECTED VENDORS IN EXCESS OF  
DIRECTOR OF LIBRARY SERVICES' GRANTED AUTHORITY FOR FISCAL YEAR 2024 PER ATTACHMENT 2**

WHEREAS, the Board of Library Trustees on June 10, 2008 passed Resolution No.: 08-56 authorizing the Director of Library Services to enter into purchase orders for services up to \$50,000; and

WHEREAS, the Board of Library Trustees on October 14, 2009 passed Resolution No.: 09-94 authorizing the Director of Library Services to enter into purchase orders for goods, materials, and equipment up to \$100,000; and

WHEREAS, the Board of Library Trustees on June 7, 2023 passed Resolution No.: R23-029 adopting the Budget for all Library Funds' revenues and expenditures for fiscal year 2024; and

WHEREAS, the Berkeley Public Library purchases services, goods, materials and equipment in accordance with the adopted budget and in conformance with purchasing policies and practices of the City of Berkeley.

WHEREAS, staff has revised the vendor list that the Board of Library Trustees approved during the regular meeting held July 5, 2023; Resolution NO: 23-032.

WHEREAS, staff has revised the vendor list that the Board of Library Trustees approved during the regular meeting held January 11, 2024; Resolution NO: 24-059.

NOW THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley authorizes the Director of Library Services to execute fiscal year 2024 purchase agreements and payment approvals for the specified vendors as named per Attachment 2 for services, materials, and supplies that may exceed the delegated spending authority.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on March 6, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

---

Amy Roth, Chairperson

---

Tess Mayer, Director of Library Services  
Serving as Secretary of the Board of Library Trustees





### FY 2024: Vendor Purchased Values > \$10k to for FY 2024 Eligible Vendors

WHEREAS, staff has revised the vendor list that the Board of Library Trustees approved during the regular meeting held January 11, 2024; Resolution NO: 24-059.

| Vendor | Vendor Name                   | Funding Source |            |             |             | Grand Total   |
|--------|-------------------------------|----------------|------------|-------------|-------------|---------------|
|        |                               | 101            | 103        | 104         | 105         |               |
| 54702  | GODBE RESEARCH                | \$50,000       |            |             |             | \$50,000      |
| 2224   | BAKER & TAYLOR, INC.          | \$ 680,000.00  |            |             |             | \$ 680,000.00 |
| 27170  | OVERDRIVE, INC                | \$ 650,000.00  |            |             |             | \$ 650,000.00 |
| 7887   | PACIFIC GAS & ELECTRIC        | \$ 360,000.00  |            |             |             | \$360,000.00  |
| 17128  | MIDWEST TAPE                  | \$ 390,000.00  |            |             |             | \$ 390,000.00 |
| 30004  | KANOPLY LLC                   | \$ 225,000.00  |            |             |             | \$225,000.00  |
| 8859   | DELL MARKETING LP             | \$ 90,000.00   |            |             |             | \$ 90,000.00  |
| 13151  | EBSCO INFORMATION SERVICES    | \$ 80,000.00   |            |             |             | \$ 90,000.00  |
| 22588  | CALIFA GROUP                  | \$ 73,000.00   |            |             |             | \$ 73,000.00  |
| 24691  | B&H PHOTO                     | \$ 65,000.00   |            |             |             | \$ 65,000.00  |
| 7501   | EBMUD                         | \$ 40,000.00   |            |             |             | \$ 40,000.00  |
| 26277  | PACIFIC LIBRARY PARTNERSHIP   | \$ 33,200.00   |            |             |             | \$ 33,200.00  |
| 54273  | MIDWEST LIBRARY SERVICES      | \$ 32,000.00   |            |             |             | \$ 32,000.00  |
| 18235  | BLAISDELL'S BUSINESS PRODUCTS | \$ 30,000.00   |            |             |             | \$ 30,000.00  |
| 25947  | AMAZON.COM-LIBRARY            | \$ 22,000.00   |            | \$ 5,300.00 |             | \$ 27,300.00  |
| 4886   | OCLC                          | \$ 27,000.00   |            |             |             | \$ 27,000.00  |
| 21636  | T-MOBILE USA                  | \$ 8,000.00    | \$3,500.00 |             | \$15,000.00 | \$ 26,500.00  |
| 53437  | WATSON, LORI A.               | \$ 26,350.00   |            |             |             | \$ 26,350.00  |
| 22038  | AT&T                          | \$ 26,000.00   |            |             |             | \$ 26,000.00  |
| 24099  | PEGASUS BOOKS                 | \$ 2,000.00    |            | \$23,000.00 |             | \$ 25,000.00  |
| 30056  | CIVIC MAKERS                  | \$ 25,000.00   |            |             |             | \$ 25,000.00  |
| 54091  | CIRCLEUP                      | \$ 25,000.00   |            |             |             | \$ 25,000.00  |
| 2020   | INGRAM LIBRARY SERVICES LLC   | \$ 22,000.00   |            |             |             | \$ 22,000.00  |
| 2156   | DEMCO INC                     | \$ 17,700.00   |            |             | \$ 2,500.00 | \$ 20,200.00  |
| 26329  | GOVCONNECTION                 | \$ 20,000.00   |            |             |             | \$ 20,000.00  |
| 17633  | HOME DEPOT, INC               | \$ 19,800.00   |            |             |             | \$ 19,800.00  |
| 27918  | CENGAGE LEARNING INC          | \$ 17,200.00   |            |             |             | \$ 17,200.00  |
| 945    | SAN LEANDRO ELECTRIC          | \$ 14,800.00   |            |             |             | \$ 14,800.00  |
| 15841  | LECTORUM PUBLICATIONS, INC.   | \$ 13,600.00   |            | \$ 500.00   |             | \$ 14,100.00  |
| 30583  | UNITY COURIER SERVICE INC     | \$ 14,000.00   |            |             |             | \$ 14,000.00  |
| 22930  | NEWSBANK, INC.                | \$ 13,300.00   |            |             |             | \$ 13,300.00  |
| 289    | GRAINGER INDUSTRIAL SUPPLY    | \$ 12,400.00   |            |             |             | \$ 12,400.00  |
| 21648  | YSERCO, INC.                  | \$ 12,214.96   |            |             |             | \$ 12,214.96  |
| 19905  | ULINE                         | \$ 12,000.00   |            |             |             | \$ 12,000.00  |
| 26825  | STUART'S CLEAR CHOICE         | \$ 11,004.00   |            |             |             | \$ 11,004.00  |
| 53548  | RIGHT TO BE                   | \$ 10,380.00   |            |             |             | \$ 10,380.00  |
| 21288  | SCHOLASTIC INC.               | \$ 1,200.00    |            | \$ 9,000.00 |             | \$ 10,200.00  |
| 18618  | VERIZON WIRELESS              | \$ 10,000.00   |            |             |             | \$ 10,000.00  |
| 53982  | NPTS, INC                     | \$ 10,000.00   |            |             |             | \$ 10,000.00  |





**ACTION CALENDAR**

March 6, 2024

To: Board of Library Trustees  
From: Tess Mayer, Director of Library Services  
Subject: Report on recruitment process to fill vacancy on Board of Library Trustees that will be created by the end of Trustee Selawsky’s term effective May 16, 2024. The President of the Board of Library Trustees will appoint an ad hoc trustee nominating sub-committee to initiate the process.

**INTRODUCTION**

With the end of Trustee Selawsky’s term occurring in mid-May, it is time to initiate the process to fill this vacancy. Under the revised Board of Library Trustees Vacancies Policy, the President of BOLT will appoint an ad hoc trustee nominating sub-committee to initiate the process. The Board will review supporting documents and publicity plan.

**FISCAL IMPACT**

None.

**BACKGROUND**

Trustee Selawsky’s term will end on May 16, 2024. Although the City Council reserves the right to appoint and remove Library Trustees by a vote of five members of the Council, BOLT assists in the process by submitting a recommendation for appointment to the City Council for approval. The Board of Trustees Vacancies Policy most recently updated in December 2023 outlines the process for selecting a nominee for appointment.

**CURRENT SITUATION AND ITS EFFECTS**

The process related to the search for a replacement will begin in March to ensure as timely an appointment as possible. The proposed timeline conforms with the process established by the Board of Trustees Vacancies Policy for Trustee appointments and allows adequate time for all steps as outlined below.

| <i>Date</i>            | <i>Activity</i>                                                                                                                                                                                                                            |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| March 6, 2024          | BOLT Regular meeting: review recruitment process; ad hoc subcommittee appointed by the BOLT President                                                                                                                                      |
| March 18—April 8, 2024 | Recruitment open. Press Release. Advertise on website, at all library locations, in electronic newsletter (120,000 reach), as an insert with City Councilmember communications to constituents, and direct outreach to local organizations |
| April 9—April 17, 2024 | BOLT ad hoc subcommittee meeting(s) to review and select applicants for interviews                                                                                                                                                         |

|               |                                                                                                                                     |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------|
| May 1, 2024   | Regular BOLT Meeting: possible interview date for candidates (potential need to be deferred to special meeting depending on timing) |
| June 5, 2024  | Regular BOLT Meeting: action item to select preferred candidate to recommend to City Council                                        |
| June 6, 2024  | Submit City Council item report to the City Clerk by 12:00pm                                                                        |
| July 9, 2024  | City Council Meeting: Consent or Action item to appoint the preferred candidate                                                     |
| July 10, 2024 | New Trustee term begins                                                                                                             |
| Sept. 4, 2024 | New Trustee's first regular meeting as a Board member                                                                               |

#### *RECRUITMENT*

The current [Boards and Commission page](#) of the City's website provides general information on commission vacancies and specific information for the Board of Library Trustees, including:

- [Commission Application](#)
- [BOLT Supplemental Questionnaire](#)
- And a link to the [Board of Library Trustees webpage](#)

The Board of Library Trustees is authorized by the City of Berkeley Charter. Charter provisions concerning library trustees can be found in [Charter § 30](#) (pages 31). Additional information related to the Board of Library Trustees can be found in Chapter 3.04 of the [Berkeley Municipal Code](#).

The three documents most relevant to the recruitment process: Application for Appointment to Berkeley Boards and Commissions, Supplemental Questionnaire for the Berkeley Board of Library Trustees, and Responsibilities of the Berkeley Public Library Board of Library Trustees are included for the Board's information. These are the same documents used in the most recent recruitment effort.

#### FURTHER ACTION

None.

#### CONTACT PERSON

Tess Mayer, Director of Library Services, 510-981-6195

#### Attachments:

1. Board of Library Trustees Vacancies Policy updated 12/06/23
2. Press Release Announcing Trustee Vacancy
3. Application for Appointment to Berkeley Boards and Commissions
4. Supplemental Questionnaire for the Berkeley Board of Library Trustees
5. Responsibilities of the Berkeley Public Library Board of Library Trustees

**BERKELEY PUBLIC LIBRARY  
POLICIES**

|                    |            |
|--------------------|------------|
| ORIGINAL DATE:     | 05/04/2022 |
| BOLT Resolution #: | R22-025    |
| REVISED DATE:      | 12/06/2023 |
| BOLT Resolution #: | R23-056    |
| PAGE:              | 1 of 3     |

**SUBJECT: Board of Library Trustees Vacancies  
Policy**

**I. PURPOSE**

Pursuant to Section 30 of the Charter of the City of Berkeley (the “Charter”), “five Library Trustees shall be appointed and may be removed by a vote of five members of the Council and one of such trustees must be appointed by the Council from its own members.”

When a Board of Library Trustees (“BOLT”) vacancy has occurred or is planned to occur, the Board of Library Trustees can assist the City Council by facilitating a nomination process. This policy enumerates that process.

**II. POLICY**

- A. **Ad-hoc Trustee Nominating Sub-committee** - When a BOLT vacancy has occurred or is planned to occur, the President of BOLT will appoint an ad hoc trustee nominating sub-committee to identify candidates. The Library Director as Secretary to BOLT will assist the sub-committee.
- B. **Candidate Search Objectives** - The sub-committee’s purpose will be to ensure that nominations are inclusive and broadly represents the diverse perspectives of the community. The sub-committee will seek candidates with varied backgrounds, knowledge, abilities, expertise, and networks that can advance the Mission and Vision of the Library. The search objectives include finding candidates able to carry out the trustee role, functions, and duties, as described in the BOLT Bylaws.
- C. **Search Process** - The sub-committee will convene to take account of current BOLT needs and to schedule the process for its purposes. The process will include the creation and posting of a vacancy announcement, the application period, the review of candidates, the recommendation to BOLT, and action taken by BOLT.
- D. **Vacancy Announcement** - The sub-committee will write an announcement that BOLT is seeking interested parties, including the requirements thereof, the manner and form of applying, and the due date for submission of applications; the sub-committee, working with the Library Director and the City, and with the approval of BOLT, will advertise the call for interest.
- E. **Application Procedure** - For consideration, any applicant must be a resident of the City of Berkeley, California. Applicants must submit a resume and a supplemental statement of interest that addresses questions or topics enumerated by the ad hoc trustee nominating sub-committee.

- F. **Review of Candidates** - The sub-committee will review each application based on the applicant's submitted information. The purpose of the review is to identify nominees that meet the search objectives, will be able to carry out the duties and functions of the Trustee as stated in the Bylaws, will advance the Vision and Mission of the Library, and will be a resource for collaboration and partnerships on behalf of the Library.
- G. **Nominations** – The sub-committee will provide a summary of its process, evaluation, and recommendation of no more than five candidates to be interviewed by BOLT for action and furtherance to the Council. The vote on candidates for nomination will take place at the meeting following the meeting during which the candidates are interviewed. A recommendation from the ad hoc trustee nominating sub-committee or the full Board is not binding.

In the event that BOLT votes on multiple candidates, the voting will proceed as follows:

1. The President calls for nominations for the Trustee vacancy. Every Board member has the opportunity to share their nomination for the vacancy at this time, in the beginning of the process. No one is required to make a nomination.
2. A random voting order for each name is established.
3. Each Trustee receives one vote per round.
4. When each name is called, Trustees may vote yes, no, or abstain.
5. Any candidate that receives three votes will be the nominee for the BOLT vacancy that will be submitted to City Council.
6. The candidates that follow the candidate having received three votes will not be the nominee.
7. If no one receives a majority of the votes, the President will call for nominations for a second round.
8. A random voting order for each name will be established again.
9. The process will continue until a candidate receives a majority (three) of the votes.

If BOLT is voting on a motion to nominate a single candidate, the standard procedures to vote on a motion will be followed.

- H. **Inability to Serve** - Should the recommended nominee be unable to serve, BOLT will follow the following procedure:
1. The President appoints a new nomination subcommittee
  2. Staff sends a letter to all current applicants (or a specific subset) and asks if they would like to be considered again, due to the change in the original recommendation
  3. The new Subcommittee reviews the applicants still in the pool, and either:
    - a. Recommends up to five for consideration by the full board - OR -
    - b. Recommends that a new process be initiated, that would allow both past applicants, and new applicants, to participate

- 4. On the basis of the recommendation by the subcommittee, the staff either coordinates interviews for the next possible BOLT meeting, schedules a special meeting to conduct interviews, or reinitiates the recruitment process from the beginning.

|                                                               |       |
|---------------------------------------------------------------|-------|
| <b>Reviewed by:</b> _____<br>Director of Library Services     | _____ |
|                                                               | Date  |
| <b>Approved by:</b> _____<br>Chair, Board of Library Trustees | _____ |
|                                                               | Date  |





Contact: Tess Mayer  
Director of Library Services  
Berkeley Public Library  
510.981.6100  
[tmayer@cityofberkeley.info](mailto:tmayer@cityofberkeley.info)

## Love the Library? Join the Berkeley Public Library Board of Library Trustees

*Apply by 5pm on Monday, April 8, 2024*

**Berkeley, California (March 18, 2024)** –The City of Berkeley begins accepting applications on March 18, 2024, to fill one vacancy on the Berkeley Public Library Board of Library Trustees (BOLT).

Candidates must be residents of Berkeley and should be public library champions, passionate about lifelong learning and community engagement. A demonstrated commitment to equity, diversity and inclusion is essential.

In addition, candidates with leadership, business, management, strategic planning, marketing and/or administrative skills are encouraged to apply.

### Role of Trustees

With assistance from the Library Director, Trustees formulate policy and serve as managing agents of the Library Fund. BOLT has the legal authority and responsibility to see that the Library is well-managed, and that it operates in accordance with the Berkeley City Charter (Article VII, Section 30) and Berkeley Municipal Code (Chapter 3.04). Trustees are appointed for a term of four years and must reside in Berkeley. Trustees are required to take an oath of office, file a Statement of Economic Interests, and attend in-person meetings on a regular basis.

To learn more about the Board of Library Trustees in general, review meeting minutes or listen to audio recordings of prior meetings, please visit the [BOLT homepage on the Library's website](#).

### Application Process

Applicants must submit both the [General Application](#) and the Board of Library Trustees [Supplemental Questionnaire](#) to the City of Berkeley City Clerk by April 8, 2024 at 5:00pm.

Candidates will be interviewed at a public BOLT meeting on a date to be determined, tentatively May 1, 2024, and will then be submitted to City Council for a vote to appoint the Trustees' recommended candidate during an upcoming City Council meeting.

The new Trustee's term is anticipated to begin July 10, 2024.

To learn more about the City of Berkeley's application process for Board and Commission members visit the [City Clerk's Board and Commission website](#).



For questions, please contact the City Clerk: [clerk@cityofberkeley.info](mailto:clerk@cityofberkeley.info), telephone (510) 981-6900, or TDD (510) 981-6903.

## About the Library

At Berkeley Public Library (BPL), we **empower, inspire, and eliminate barriers through resources and experiences**. Our vision is to evolve and respond to the changing needs of the community.



### OUR VALUES

#### **WELCOME**

We wholeheartedly embrace the diversity within our community and strive to cultivate an environment where all are heard, valued, and feel safe and represented. We are dedicated to eliminating systemic barriers in access to resources and services.

#### **JOY**

We foster a culture of learning, curiosity, and innovation. Our commitment is evident in our diverse collection of books, digital materials and interactive programs for all ages to explore, imagine and enjoy.

#### **COLLABORATE**

We value collaboration and partnerships as catalysts for positive change. We actively seek opportunities to come together with community members to address evolving community needs, support collective action, foster innovation, and create impactful programs and initiatives.

### Berkeley Public Library Strategic Focus Areas

**Focus Area 1: Patron Experience & Equitable Access**

**Strategy:** Ensure equitable access to high quality collections, programs, facilities, technology, and helpful staff.

**Focus Area 2: Community-Centered Collaboration**

**Strategy:** Foster community connections and increase public awareness.

**Focus Area 3: A Dynamic Service Organization**

**Strategy:** Enhance the quality of experience for all Library employees and take steps to continually improve our ability to meet our mission and vision.

To learn more about Berkeley Public Library programs, services, collections, hours and locations, please visit the Library's website at <http://www.berkeleypubliclibrary.org>.



**APPLICATION FOR APPOINTMENT TO BERKELEY  
BOARDS AND COMMISSIONS**

**Redistricting Commissioners  
may not be eligible to serve.  
Contact the City Clerk to verify.**

**NAME:** \_\_\_\_\_

**PREFERRED PRONOUN(S):** \_\_\_\_\_

**RESIDENCE ADDRESS:** \_\_\_\_\_  
Street City Zip

**BUSINESS NAME/ADDRESS:** \_\_\_\_\_  
Street City Zip

**EMAIL ADDRESS:** \_\_\_\_\_

**OCCUPATION/PROFESSION:** \_\_\_\_\_

**HOME PHONE:** \_\_\_\_\_ **BUSINESS PHONE:** \_\_\_\_\_

I have been a resident of Berkeley since: \_\_\_\_\_

I am interested in being considered for appointment to the following Berkeley board(s)/commission(s):

Name of board/commission: \_\_\_\_\_

Name of board/commission: \_\_\_\_\_

List any qualifications (work experience, education, attributes and training) which you feel would provide positive input to the work of the commission and the reason why you are interested in being appointed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Please use another sheet of paper, if necessary.*

The following individuals are qualified to comment on my capabilities:

| <u>NAME</u> | <u>ADDRESS</u> | <u>PHONE NO</u> |
|-------------|----------------|-----------------|
|             |                |                 |
|             |                |                 |
|             |                |                 |
|             |                |                 |

**\*\*\*PLEASE COMPLETE DEMOGRAPHIC SURVEY \*\*\***

Please indicate gender:  Male  Female  Nonbinary  Prefer not to say

Please indicate whether you are currently a student:  Yes  No

Please indicate the racial / ethnic category which you most closely identify with below (*response optional - please check only one category*):

**WHITE (not of Hispanic or Latino origin):** All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East

**BLACK or AFRICAN AMERICAN (not of Hispanic or Latino origin):** All persons having origins in any of the Black racial groups of Africa

**HISPANIC or LATINO:** All persons of Central / South America or other Spanish culture or origin, regardless of race

**ASIAN (not of Hispanic or Latino origin):** All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent. This includes, Cambodia, China, Japan, India, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam

**AMERICAN INDIAN / ALASKAN NATIVE (not of Hispanic or Latino origin):** All persons having origins in any of the original peoples of North, Central, and South America, and who maintain cultural identification through tribal affiliation or community recognition.

**NATIVE HAWAIIAN / PACIFIC ISLANDER (not of Hispanic or Latino origin):** All persons having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands

**TWO or MORE RACES (not of Hispanic or Latino origin):** All persons who identify with more than one of the above six races

\*The City of Berkeley's Conflict of Interest Code requires members of all City of Berkeley Commissions except the Youth Commission and Commission on Status of Women to file Statements of Economic Interests – FPPC Form 700. The Form 700 is a public document. For more information, please contact the City Clerk's Department at 981-6900, or visit our website at <https://berkeleyca.gov/your-government/public-records/conflict-interest-reports>.

**AFFIDAVIT OF RESIDENCY\***

I, \_\_\_\_\_, hereby declare, under penalty of perjury, that I am a resident of the City of Berkeley. I understand that, with the exception of a temporary relocation outside of Berkeley not to exceed six months, I may no longer serve on a Berkeley Commission should this cease to be true.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

\*Not required for Police Accountability Board, Loan Administration Board, Elmwood BID Advisory Board, Solano BID Advisory Board, or BUSD appointees

**Return this form to the City Clerk Department: 2180 Milvia Street, Berkeley, 94704**



**APPOINTMENT FORM - BOARDS AND COMMISSIONS**  
(For Mayor and Council use only)

**MAYOR/COUNCILMEMBER** \_\_\_\_\_

**NAME OF APPOINTEE** \_\_\_\_\_

**RESIDENCE ADDRESS** \_\_\_\_\_  
Street City Zip

**BUSINESS NAME/ADDRESS** \_\_\_\_\_  
Name  
Street City Zip

**EMAIL ADDRESS** \_\_\_\_\_

**OCCUPATION/PROFESSION** \_\_\_\_\_

**HOME PHONE:** \_\_\_\_\_ **BUSINESS PHONE:** \_\_\_\_\_

Check appropriate box:  New Appointment  Reappointment  Temporary Appt.

Temporary Appt.: From (date) \_\_\_\_\_ To (date) \_\_\_\_\_  
(only if appointing for more than one meeting)

Please send mail to:  Home  Business

Please indicate the name of the board/commission to which you are appointing this individual

**Board/Commission Name:** \_\_\_\_\_

**\*\*\*Please indicate the SPECIAL CATEGORY being fulfilled, if appointment is to ANY of the following boards or commissions:** Elmwood BID Advisory Board, Human Welfare & Community Action Commission, Loan Administration Board, Solano Avenue BID Advisory Board.

**Special Category** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Mayor/Councilmember

**For Mayor/Councilmember and City Use Only:**

|                |               |              |
|----------------|---------------|--------------|
| Interview Date | Appoint. Date | Process Date |
|----------------|---------------|--------------|





## **Responsibilities of the Berkeley Public Library Board of Library Trustees**

*We believe free, universal access to information is fundamental to a healthy democracy and that reading and learning are key to a well-lived life. The Berkeley Public Library is a trusted hub of reading, learning, and community engagement. – BPL Mission Statement, Summer 2020*

### **Overview**

The Berkeley Public Library Board of Trustees provides a liaison between the general public and the library. The Library Board has the legal authority and responsibility to see that the library is well- managed, and that it operates in accordance with the Berkeley City Charter (Article VII, Section 30) as well as with policies established by the Board itself.

### **Legal Authorities and Responsibilities**

Appointment of the Library Director: Trustees select and appoint the Director of the Library. They delegate to the Director the authority needed to ensure effective planning and managing of the day-to-day operations.

Policy formulation: The Director and appropriate staff assist the Trustees in developing policies to ensure that the organization is sound and can respond to the needs of the public. This includes determining fines and fees, setting or changing hours of service, approving and affirming principles used to guide collection development, and making final decisions regarding personnel actions involving grievances or the Skelly process.

Planning and Budget Review: The Trustees are involved in both short- and long-range planning; they are the managing agents of the Library Fund and are participants in the annual budget review and approval process.

### **Role as liaison between the general public and the Library**

It is the responsibility of the Library Board to represent the Berkeley community to the library by mixing with many segments and interests in the community and attending meetings of other groups; to serve as library advocates, bringing library awareness to the citizens; to explain the library and its usefulness to individuals, groups and to the political structure; to respond to questions and comments positively, accurately, and convincingly; to organize support for the library, its plans, its programs, and its growth.

### **General Qualifications**

- Demonstrated interest in and enthusiasm for the library (preferably a regular library user)
- Readiness to devote time and effort
- An open mind coupled with respect for the opinion of others and, a steadfast belief in intellectual freedom and privacy.
- Ability to plan creatively.
- Courage to withstand pressures and resist influences based on prejudice
- Ability to analyze the business and administrative procedures, and to be part of the accountability process to the public and provide oversight.
- Possession of common sense
- Reflects the diversity of the Berkeley community. Experience with books and libraries
- Willing and able to work with management, staff and the union.

### **Practical background and/or direct experience in one or more of these areas is desirable:**

- Involvement in community organizations
- An understanding of local government operations, of public boards, and commissions
- An interest in long-range planning
- Personal experience in one or more of these areas:
  - Education
  - Architecture/Construction Accounting/Finance Business
  - Personnel management Technology Law/Government
  - Humanities
  - The Arts
- Availability and openness to the public







**INFORMATION REPORTS**

March 6, 2024

To: Board of Library Trustees  
From: Tess Mayer, Director of Library Services  
Subject: Director's Report

**Vacancies:**

| <u>Position</u>                      | <u>Location</u>      | <u>FTE</u> |
|--------------------------------------|----------------------|------------|
| Library Assistant                    | Circulation Services | 0.75       |
| Library Assistant                    | Circulation Services | 0.75       |
| Library Aide                         | Circulation Services | 0.75       |
| Library Aide                         | Circulation Services | 0.75       |
| Library Aide                         | Circulation Services | 0.75       |
| Library Aide                         | Circulation Services | 0.75       |
| Supervising Librarian                | Reference            | 1          |
| Supervising Librarian (new position) | Art & Music          | 1          |
| Library Aide                         | West                 | 0.75       |
| Library Aide                         | West                 | 0.75       |
| Library Specialist II                | North                | 0.75       |
| Library Specialist II                | Central Children's   | 0.75       |
| Supervising Library Assistant        | Circulation Services | 1          |
| Librarian I                          | Central Support      | 1          |
| Senior Librarian                     | Central Support      | 1          |
| Communications Specialist (new)      | Administration       | 1          |

The Library currently has 16 vacant positions out of 147, with three positions being added over the course of this fiscal year or for the next (Equity, Diversity, Inclusion Program Manager, Supervising Librarian, Communications Specialist). Several of these vacancies result from staff being promoted both internally and externally.

**Part time Hours Conversion**

HR staff Francesca Neveu Gibson and My Chan successfully administered the process to convert 38 eligible part time staff to .75 FTE or 30 hrs/week. The Library currently has 53 part time positions, and as noted above, a number of those are currently vacant. Five staff members total opted out for a variety of reasons. Many thanks to Francesca and My, for all their hard work, as well as partners in the City HR office and Payroll Audit who executed all the necessary changes on their end. Thank you also to the BPL staff who went through the process of providing updated paperwork in order to effectuate the changes and adjusted their schedules. Thank you to all the division supervisors who have needed to update their schedules in order to account for the additional hours. We appreciate the increased flexibility to provide staff with more opportunities to participate in a broader range of activities, as well as the increased capacity to cover public service hours. While there is certainly more to be worked out with respect to this change, it is exciting to build capacity in this way.

### **Programming Update**

Staff in the Central Support team which services teens and supports our social services program, has provided a number of services throughout this past winter, reported Supervising Librarian Heather Cummins.

The Library's social services specialist, organized the following events and services in January:

*Homeless Action Center Benefits Lawyer*  
*Eviction Defense Center*  
*Alameda Health System Mobile Health Clinic*

The Library's teen services staff organized the following events:

*Craft Club*  
*Math & Science Tutoring provided by Go Bears Tutors*

Central Support has started a new partnership with Berkeley High School's English Language Development (ELD) teacher Alison Kelly. Support will work with Alison's students at least four times before the end of their school year in June. Central Support will focus on connecting ELD students with Hoopla's audio book resources in particular.

In addition to a very successful Lego Day organized by Children's Librarian Yesica Hurd on January 27, which 122 people attended, Children's Librarian Catherine Pyun launched Reading Buddies, a wonderful literacy support program which brings together teen volunteers with child readers. Staff has been impressed by the teens' enthusiasm and commitment. Staff are seeing representation from a number of different BUSD as well as private schools.

One mother shared her story with staff: she has tried having her child participate in various programs, but they do not want to attend. She asked her kid if they can just try Reading Buddies and if they don't like it they don't have to return. After the first session, she checked in with her child and they wanted to come back! This could be an important step for this child who's at a crucial point in their reading journey as 3<sup>rd</sup> grade is where they start to shift from "learning to read" to "reading to learn."

In addition to the ongoing Coding for Kids program as well as the partnership with MOCHA (Museum of Children's Art) to provide art workshops, the Children's team is offering many fun and engaging opportunities to explore multiple literacies!

In addition to a number of teen and adult programs at Claremont Branch, Librarian Michael Kwende and the Storytime band attended John Muir's School Literacy Night and played for 150 kids and parents. This is the second literacy night the band has visited. Michael continues to pursue the goal of attending all of the Literacy Nights for the schools in Claremont's service area and for many schools not in our service area at the invitation of other BPL staff. In addition, Michael did outreach to over 20 classes, and offered a wide variety of programs including a 3<sup>rd</sup> grade book club, film screening, slime program, weekly crafternoons, and weekly Storytime Band programs at the Freight and Salvage.

### **Lunar New Year Program**

Supervising Librarian Elaine Tai coordinated another successful Lunar New Year program on Saturday, February 17. Hundreds of people of all ages passed through the Central Library for the many programs including a bilingual Mandarin storytime, dance, music as well as two Lion Dance performances. Crafts, including a make-your-own dragon puppet, were offered throughout the day, and a craft fair of local artists

was also very popular. Thank you to the many staff from every division that helped to support this event, as well as Supervising Librarian Heather Cummins who was the Supervisor in Charge that day.



**CONTACT PERSON**

Tess Mayer, Director of Library Services, Library, 510-981-6195