



**MINUTES**  
**Berkeley Public Library - Board of Library Trustees Regular Meeting**  
**Wednesday, January 8, 2025**  
**6:30 PM**  
**West Branch - 1125 University Avenue, Berkeley CA 94702**

Board of Library Trustees:  
Beverly Greene, President     Amy Roth  
Tanir Ami, Vice President     Priscilla Villanueva

**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:** 6:31 PM  
Present: Trustees Ami , Greene, Roth and Villanueva .  
Absent: None  
Also Present: Tess Mayer, Director of Library Services; Henry Bankhead, Deputy Director; Aimee Reeder, Communications Program Manager; Brian Gavin, Senior Maintenance Supervisor; Jacqui Rodriguez, Administrative Secretary.
- B. Ceremonial Matters:** None.
- C. Public Comments:** 0 speakers
- D. 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
- E. Comments from Board of Library Trustees:**
1. None.

**II. CONSENT CALENDAR**

**Action:** M/S/C (Ami/Roth) to adopt Resolution No. 25-001 to approve the consent calendar as presented.

**Vote:** All ayes.

**A. Approve Minutes of the December 4, 2024 Regular Meeting**

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

**Recommendation:** Adopt a resolution to approve the minutes of the December 4, 2024, Regular Meeting of the Board of Library Trustees.

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

**Action:** Adopted Resolution No. 25-002.

**B. Update the 2025 Berkeley Public Library Holiday & Early Closing Schedule**

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

**Recommendation:** Adopt a Resolution approving the revised 2025 Berkeley Public Library Holiday & Early Closing Schedule.

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

**Action:** Adopted Resolution No. 25-003.

**C. Fiscal Year 2025 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 2025 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.

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

**Action:** Adopted Resolution No. 25-004.

**III. INFORMATION REPORTS**

**A. Staff Report (Oral) Facilities and Deferred Maintenance**

**From:** Brian Gavin, Senior Building Maintenance Supervisor and Henry Bankhead, Deputy Director

**Action:** Received.

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

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

**Action:** Received.

**IV. AGENDA BUILDING**

The next regular meeting will be held on Wednesday, February 5, 2025, at 6:30 PM. Future meeting topics identified include the technological roadmap and review of library policies.

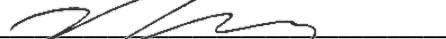
**V. ADJOURNMENT**

**Action:** Trustee Greene to adjourn the meeting.

**Vote:** All ayes.

Adjourned at 7:28 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of Wednesday, January 8, 2025 as approved by the Board of Library Trustees.

//s// 

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

Attachments:

1. PowerPoint - Staff Report (Oral) Facilities and Deferred Maintenance