

**Berkeley Library Board of Trustees  
Monthly Meeting Minutes  
December 11, 2013**

**Roll Call and Declaration of Quorum**

President Willie Ashford called the meeting to order on Wednesday, December 11, at 6:34pm.  
Present: Willie Ashford, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed, Director Lenora Berendt

Absent: Jerry Brown (arrived 7:04)

**Acknowledgement of Audience**

Maureen Stolle

**Approval of Agenda**

**Move that the Berkeley Public Library Board of Trustees accept the Agenda as presented.**

Motioned by: William Weed

Seconded by: Janet Eldred

Ayes: Willie Ashford, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed

**Acceptance of November 13 Regular Board Meeting Minutes with changes**

**Move that the Berkeley Public Library Board of Trustees approve the November 13 Meeting Minutes**

Motioned by: Janet Eldred

Seconded by: William Weed

Ayes: Willie Ashford, Jerry Brown, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed

**Librarian's Report**

- ◆ Discussed moving computer workstations and chairs from Library Equipment and Library Supplies budget lines to Capital Projects budget line. Board will consider and vote on issue at January meeting.

**Financial Reports**

**Move that the Berkeley Public Library Board of Trustees approve the Claim Ordinance #477 in the amount of \$34,160.12 and accept the Financial Reports as presented.**

Motioned By: William Weed

Seconded By: David Kasa

Ayes: Willie Ashford, Jerry Brown, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed

**Old Business**

Vote on Employee Dress Code Policy

Acceptance of revisions to the Berkeley Public Library's Employee Dress Code Policy with revision date of 12/2013.

**Move that the Berkeley Public Library accept the revised Employee Dress Code Policy as stated.**

Motioned by: Janet Eldred

Seconded by: Angela Villafana

Ayes: Willie Ashford, Jerry Brown, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed

Policy Reviews

Board reviewed and discussed the revised Meeting Room Policy.

**Move that the Berkeley Public Library's Meeting Room Policy be read into the record with changes.**

Motioned by: Janet Eldred

Seconded by: William Weed

Ayes: Willie Ashford, Jerry Brown, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed

Consultant Report

Discussed possible co-purchasing supplies with Village of Berkeley; and consider purchasing DVDs through Amazon.

**New Business**

2013 Levy

Board of Trustees discussed 2013 Levy increase.

**Move that the Berkeley Public Library Board of Trustees approve a 3.5% tax levy increase for 2013.**

Motioned by: Jerry Brown

Seconded by: Patrick Callaghan

Ayes: Willie Ashford, Jerry Brown, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed

Strategic Planning

Board of Trustees discussed Director Berendt's suggested strategic planning brainstorming night to include staff, trustees and Berkeley community.

**Motion to adjourn to Closed Session by Trustee Jerry Brown and seconded by William Weed Trustee at 7:55 p.m.**

Ayes: Willie Ashford, Jerry Brown, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed

**Reconvene to Regular Session at 7:58 p.m. Roll Call.**

Present: Willie Ashford, Jerry Brown, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed, Director Lenora Berendt

**Move that the Berkeley Public Library Board of Trustees approve the November 13, 2013 Closed Session Meeting Minutes.**

Motioned by: Janet Eldred

Seconded by: William Weed

Ayes: Willie Ashford, Jerry Brown, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed

**Motion to adjourn the meeting by Trustee Villafana and seconded by Trustee Eldred at 8:00 p.m.**

Ayes: Willie Ashford, Jerry Brown, Patrick Callaghan, Janet Eldred, David Kasa, Angela Villafana, William Weed

Respectfully Submitted,  
Lenora Berendt, Director  
1/10/14