

**Berkeley Public Library Board of Trustees
Monthly Meeting Minutes
February 15, 2017
Open Session**

1. - Call to Order, Roll Call and Declaration of Quorum

President Villafana called the meeting to order on Wednesday, February 15, 2017, at 6:34 p.m.

Present: Trustees Willie Ashford, Jerry Brown, Ida O’Neal, and Angi Villafana.

Absent: Trustees Reginal Bulus and David Kasa

2. - Acknowledgment of Audience

Isabel La Barbera – No comment

Maureen Stolle – No comment

3. - Approval for Agenda

@ 6:34 p.m. - **Move that the Berkeley Public Library Board of Trustees approved the Agenda , with 7(a) changed to reflect FY not FYE.**

Motioned by: Ida O’Neal

Seconded by: Willie Ashford

Ayes: Trustees Ashford, Brown, O’Neal and Villafana

Nays: None

Absent: Trustees Bulus and Kasa

MOTION CARRIED

4. – Meeting Minutes

4(a) – January 18, 2017 Regular Board Meeting Minutes.

@ 6:36 p.m. – **Move to approve the January 18, 2017 Regular Board Meeting Minutes, as presented.**

Motioned by: Ida O’Neal

Seconded by: Willie Ashford

Ayes: Trustees Ashford, Brown, O’Neal and Villafana

Nays: None

Absent: Trustees Bulus and Kasa

MOTION CARRIED

4(b) – May 18, 2016 Annual Meeting Minutes.

@ 6:37 p.m. – Move to approve the May 18, 2017 Annual Board Meeting Minutes, as presented.

Motioned by: Willie Ashford
Seconded by: Jerry Brown
Ayes: Trustees Ashford, Brown, and Villafana
Nays: None
Present: Ida O’Neal
Absent: Trustees Bulus and Kasa

MOTION CARRIED

5. – Director and Library Reports

@ 6:38 p.m. – Interim Director Ryan Cox presented the Director and Library Reports to the Board.

6. Financial Reports

6(a) - Financial Reports & Approval of Claim Ordinance #515

Financial Reports were presented by Isabel La Barbera.

@ 6:45 p.m. - Move that the Berkeley Public Library Board of Trustees approve Claim Ordinance #515 in the amount of \$26,994.47 and the Financial Reports, as presented.

Motioned by: Ida O’Neal
Seconded by: Willie Ashford
Ayes: Trustees Ashford, Brown, O’Neal and Villafana
Nays: None
Absent: Trustees Bulus and Kasa

MOTION CARRIED

6(b) – Authorize Treasurer to Transfer Funds from Public Fund to General Fund

@6:47 p.m. – Move to authorize the Treasurer of the Berkeley Public Library Board of Trustees to transfer \$120,000.00 from the library’s Public Fund to the Library’s General Fund.

Motioned by: Ida O’Neal
Seconded by: Jerry Brown
Ayes: Trustees Ashford, Brown, O’Neal and Villafana
Nays: None
Absent: Trustees Bulus and Kasa

MOTION CARRIED

7. – Old Business

7(a). – 2018 Library Budget

@6:497 p.m. – Move that the Berkeley Public Library Board of Trustees approve the FY 2018 Library Budget in the amount of \$397,000.00, as read into the record at the January 18, 2017 regular board meeting.

Motioned by: Willie Ashford

Seconded by: Ida O’Neal

Ayes: Trustees Ashford, O’Neal and Villafana

Nays: None

Present: Jerry Brown

Absent: Trustees Bulus and Kasa

MOTION CARRIED

8. New Business.

8(a) – Resolution to Comply with Government Travel Expense Control Act.

Interim Director Ryan Cox presented information on the required change to the Government Travel Expense Control Act. Discussion on Act and needs as pertain to the Board of Trustees and staff was had.

@ 7:16 p.m. – Move that the Board of Trustees read into the record the proposed Resolution to Comply with Government Travel Expense Control Act and referenced Reimbursement Form, as presented with edits by Interim Director Cox.

Motioned by: Jerry Brown

Seconded by: Willie Ashford

Ayes: Trustees Ashford, Brown, O’Neal and Villafana

Nays: None

Absent: Trustees Bulus and Kasa

MOTION CARRIED

8(b) – Policy Committee Recommendations.

Trustee Ida O’Neal and Interim Director Ryan Cox presented proposed changes to the following Berkeley Public Library policy areas: Fax Policy, Video and DVD Policy, and General Policies, to bring these policies up-to-date with existing library practices.

@ 7:20 p.m. – Move that the Board of Trustees rescind the Berkeley Public Library Fax Policy, dated April 2007, and Video and DVD Policy, dated June 2007.

Motioned by: Jerry Brown

Seconded by: Ida O’Neal

Ayes: Trustees Ashford, Brown, O'Neal and Villafana
Nays: None
Absent: Trustees Bulus and Kasa

MOTION CARRIED

@ 7:38 pm. – Move that the Board of Trustees read into the record the proposed, revised General Policies policy, as presented with corrections by Interim Director Cox.

Motioned by: Jerry Brown
Seconded by: Willie Ashford
Ayes: Trustees Ashford, Brown, O'Neal and Villafana
Nays: None
Absent: Trustees Bulus and Kasa

9. Adjournment

@ 7:50 p.m. – Motion to adjourn meeting

Motioned by: Ida O'Neal
Seconded by: Willie Ashford
Ayes: Trustees Ashford, Brown, O'Neal and Villafana
Nays: None
Absent: Trustees Bulus and Kasa

MOTION CARRIED