

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

*The meeting was called to order by President Villafana at 6:30pm.
Present: Trustees Conlin, DeFord, Hawn, Mason-Smith, Thomas, Villafana.
Absent: Trustee Williams.
A quorum was present.*

2. Approval of Agenda – Motion to accept the agenda for Wednesday, June 28, 2023.

*Motion to approve: Trustee Thomas
Second to Motion: Trustee Hawn
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustee Williams
Result: Motion carried.*

3. Board Officer Reports

A. Secretary's Report

1. Motion to accept the minutes for the May 24, 2023 annual meeting.

*Motion to approve: Trustee Thomas
Second to Motion: Trustee DeFord
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustee Williams
Result: Motion carried.*

2. Motion to accept the minutes for the May 24, 2023 regular meeting.

*Motion to approve: Trustee Thomas
Second to Motion: Trustee Mason-Smith
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustee Williams
Result: Motion carried.*

3. Motion to accept the minutes for the May 24, 2023 closed session.

*Motion to approve: Trustee Thomas
Second to Motion: Trustee Conlin
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustee Williams
Result: Motion carried.*

B. President's Report

Trustees DeFord and Hawn shared that they would be absent for the July 26th, 2023 regular meeting. Trustee Conlin shared that she would be absent from the August 23rd, 2023 regular meeting.

C. Treasurer's Report

1. Motion to accept Claim Ordinance #591 in the amount of \$35,386.57.

Motion to approve: Trustee Conlin

Second to Motion: Trustee Thomas

Vote: [roll call vote]

Ayes: Trustee Conlin, DeFord, Hawn, Mason-Smith, Thomas, Villafana.

Nays: none

Absent: Trustee Williams

Result: Motion carried.

4. Acknowledgement of Audience and Public Participation

Assistant Director La Barbera and Director Cox were present.

5. Library Director's Report

A. Library Report & Updates

Director Cox asked that since committee participation remained unchanged from FY2023 to FY2024, if designated chairpersons would also remain unchanged. The Board confirmed that as of now, the chairpersons will remain the same. Director Cox shared that the Library had received confirmation of the annual 'Family Fun Fest' on Sunday, August 13 and the Library will have a table to distribute information for several hours. Trustees Mason-Smith and Villafana both offered to help staff the table for a portion of that day.

Trustee Thomas asked for updates regarding fiber and phone projects referenced in the director's report. It was shared that fiber service had been run into the building earlier in the week and that a final install date was to be scheduled in the coming weeks. The phone system has been scheduled for installation on Friday, July 7th.

Trustee Hawn inquired about a job posting by the library on the RAILS website. Director Cox provided information about staffing changes taking place this quarter.

- B.** Motion to designate Board of Trustees Secretary as OMA Officer and library director as FOIA Contact.

Motion to approve: Trustee Mason-Smith

Second to Motion: Trustee Thomas

Vote: [roll call vote]

Ayes: Trustee Conlin, DeFord, Hawn, Mason-Smith, Thomas, Villafana.

Nays: none

Absent: Trustee Williams

Result: Motion carried.

6. Committee Reports

A. Building Committee Report

Berkeley Public Library
Regular Monthly Meeting

Board of Trustees Meeting Minutes
June 28, 2023 6:30pm

Chairperson Mason-Smith shared that the committee had recently met with Jason Perunas of SMC Construction and Andrew Dogan of Williams Architects to continue future remodel planning. The committee is scheduled to meet again on July 27th and the focus of the two meetings is 1) updating cost estimates for remaining work; 2) prioritizing projects. Both Trustees Mason-Smith and Villafana commented that Mr. Perunas and Mr. Dogan continue to be vital to the planning process and have provided the building committee with well-reasoned evaluations.

B. Finance Committee Report

1. Motion to accept the minutes of the May 17th, 2023 finance committee meeting.

Motion to approve: Trustee Conlin
Second to Motion: Trustee Thomas
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustee Williams
Result: Motion carried.

C. Policy Committee

1. Motion to accept the minutes of the June 15th, 2023 policy committee meeting.

Motion to approve: Trustee DeFord
Second to Motion: Trustee Conlin
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustee Williams
Result: Motion carried.

2. Motion to reapprove the reviewed Public Relations Policy.

Motion to approve: Trustee DeFord
Second to Motion: Trustee Mason-Smith
Vote: [roll call vote]
Ayes: Trustees Conlin, DeFord, Hawn, Mason-Smith, Thomas, Villafana.
Nays: none
Absent: Trustee Williams
Result: Motion carried.

3. Motion to accept the revised Donations Policy.

Motion to approve: Trustee DeFord
Second to Motion: Trustee Hawn
Vote: [roll call vote]
Ayes: Trustees Conlin, DeFord, Hawn, Mason-Smith, Thomas, Villafana.
Nays: none
Absent: Trustee Williams
Result: Motion carried.

D. Personnel Committee

(No report)

E. Technology Committee

(No report, updates provided in director's report)

7. Unfinished Business

(None)

8. New Business

(None)

9. Adjournment

Motion to approve: Trustee Conlin

Second to Motion: Trustee Hawn

Vote: [voice vote]

Ayes: all

Nays: none

Absent: Trustee Williams

Result: Motion carried.

The meeting was adjourned at 7:20pm.