

DIRECTOR'S REPORT

March 2005

Library Director's Report and Highlights

March 15, 2005

Submitted by Pam Kiesner

FLASH: New Agenda Item

You will note "Policy Review and Approval" on your agenda. One of your many important responsibilities as the **policy-making** body for the library is to...**make** (and review) **policies**. Questions about "trespassing" at your last meeting were a great opportunity for beginning regular review of our policies.

Thus, I've included two related policies: "**Rules of Conduct**" and "**Guidelines for Deciding the Length of an Exclusion or Trespass**". Suggested changes are in **blue**. Once you review and approve, we will date them to reflect your approval. "Policy Review and Approval" will appear on most of your future library board agendas.

Labor Negotiations

The library labor contracts are expiring at the end of 2005, and are therefore due for negotiations. Our labor unions are as follows:

1. AFSCME Local No. 114L – Professional Employees (Librarians) – Term: 2003-2005
2. AFSCME Local No. 114 – Non-uniformed, Non-exempt Employees (most of the rest of the library staff) – Term: 2003-2005
3. TEAMSTERS Local No. 231 – Supervisory & Professional Unit (Iris K. only) – Term: 2003-2005

With your approval, I suggest that we accept Jo Zeimet's offer to open and negotiate the terms of the contract on our behalf. As you know, Jo is the Director of Human Resources for the City, is exceedingly qualified, and negotiates with most of the other City labor unions. Both Lorna Klemanski and I will also be at the table. I am looking forward to working with our capable union officers and City Human Resources Department in this capacity. This is on your meeting agenda for brief discussion and approval.

Technology Planning

Library staff are putting their heads together to re-write the BPL Technology Plan. To NOT re-invent the wheel, we are researching plans from other libraries and adapting relevant segments to fit our circumstances. Once it is in good form, I will send it to you for your review and comments.

Staff Vacancy

When a vacancy occurs, we are given the opportunity to assess the position in context of the rest of the workforce and the workload. Knowing too, that the City has a position justification process that we are asked to follow, I reviewed the position with our Children's Department Head and determined that refill was critical. A request to refill the fulltime Children's Assistant position was approved and we are moving forward with the hiring process.