

CONSENT CALENDAR
October 27, 2026

To: Honorable Mayor and Members of the City Council
 From: Councilmember Shoshana O’Keefe
 Submitted by: Rebecca Alcalá-Veraflor, Director of Library Services
 SUBJECT: Appointment of Charles “Court” Jackson to the Board of Library Trustees

RECOMMENDATION

Adopt a Resolution appointing Charles “Court” Jackson to the Board of Library Trustees (“BOLT”) for a term of four years beginning November 4, 2026.

FISCAL IMPACTS OF RECOMMENDATION

No fiscal impacts.

CURRENT SITUATION AND ITS EFFECTS

At the October 7, 2026, regular meeting of the Board of Library Trustees, Trustees voted to recommend that the City Council appoint Charles “Court” Jackson for a 4-year term on the Board.

BACKGROUND

Pursuant to Section 30 of the Charter of the City of Berkeley, “[f]ive Library Trustees shall be appointed and may be removed by a vote of five members of the Council.” BMC Section 3.04.010 further provides that “[t]he term of office of the members of the board shall be four (4) years.” In addition, it is traditional that BOLT formally recommends to the City Council a preferred candidate for appointment.

The process BOLT undertakes to identify and recommend a candidate is to broadly promote the Board vacancy to the general public, review questionnaire responses, interview all candidates at a public meeting or meetings, and vote to recommend an applicant to the City Council for appointment. The Board of Trustees Vacancies Policy most recently updated in December 2023 outlines the process for selecting a nominee for appointment.

Trustee Roth’s final term formally ended on January 3, 2026. President Beverly Greene appointed the ad hoc nominating subcommittee at the February 4, 2026, regular BOLT meeting. Recruitment opened from February 25 to March 31, and a total of twenty-one people applied.

After review of the applicant pool, committee members President Greene & Trustee Roth selected seven candidates to meet virtually and prescreen before making a recommendation to the Board of five candidates to interview, per the Board of Library Trustees Vacancies Policy.

CURRENT SITUATION AND ITS EFFECTS

Candidate interviews were held at the September 2, regular BOLT meeting. Five people were invited to participate in the public interview, but only 4 were interviewed.

On October 7, BOLT engaged in an informal discussion of the candidates, followed by a vote.

BOLT's recommendation will be referred to City Council. A majority vote of all the members of the City Council is required to appoint a member to the board.

The new Trustee's term is anticipated to begin November 4, 2026.

After thoughtful consideration, BOLT voted to approve Resolution No.: 26-55 (Attachment 2), recommending that the City Council appoint the preferred candidate, Charles "Court" Jackson, to the Board of Library Trustees.

Vote: Ayes: Trustees O'Keefe, Roth, Greene and Ami. Noes: None. Abstentions: None.

ENVIRONMENTAL SUSTAINABILITY

Not applicable.

RATIONALE FOR RECOMMENDATION

The City Council needs to appoint a new Trustee for a 4-year term to fill the current vacancy, fulfilling the Charter requirement that the Board consists of five members. Charles "Court" Jackson has been recommended by the BOLT and exceeds the stated qualifications and experience desired in a Trustee, including (1) a demonstrated commitment to equity, diversity and inclusion, (2) executive leadership, business, financial and administrative skills, (3) leadership experience in community-based, non-profit, or government agencies, and (4) strong public library advocacy and a passion for lifelong learning and community engagement.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Rebecca Alcalá-Veraflor, Director of Library Services and Secretary to the Board of Library Trustees
510-981-6195

Attachments:

1. Resolution

2. Trustee Appointment Process Report of October 7 meeting
3. Board of Library Trustees Resolution No.: 26-055
4. Charles "Court" Jackson BOLT application
5. Board of Library Trustees Vacancies Policy
6. BOLT Selection Criteria Summary

RESOLUTION NO. ##,###-N.S.
APPOINTMENT OF CHARLES “COURT” JACKSON TO THE BOARD OF LIBRARY
TRUSTEES

WHEREAS, the Board of Library Trustees consists of five members appointed by the City Council to serve four-year terms; and

WHEREAS, the Board of Library Trustees currently has two open positions to be filled by the City Council; and

WHEREAS, the Board of Library Trustees undertook a robust recruitment effort to identify candidates to recommend for appointment by the City Council to fill two current openings on the Board; and

WHEREAS, Trustee Roth’s second four-year term ended on January 3, 2026; and

WHEREAS, during the February 4, 2026, meeting of the Board of Library Trustees (BOLT), the Board instructed staff to begin solicitation for applications to fill two vacancies; and

WHEREAS, the Board of Library Trustees directed staff to widely publicize the vacancies; and

WHEREAS, the City Clerk’s Office of the City of Berkeley received 21 applications from interested parties; and

WHEREAS, the Board of Library Trustees interviewed 4 of the applicants during a regular BOLT meeting on September 2, 2026; and

WHEREAS, the Board of Library Trustees held discussions, shared nominations, and voted on the nominees during a regular BOLT meeting on October 7, 2026; and

WHEREAS, the Board recommends Council set the conditions for this appointment as a 4-year term with the effective date of November 4, 2026; and

NOW, THEREFORE, BE IT RESOLVED that the preferred candidate **Charles “Court” Jackson** be appointed to the Board of Library Trustees beginning November 4, 2026.

ADOPTED by the City Council of the City of Berkeley during a regular meeting held on October 27, 2026.



ACTION CALENDAR
October 7, 2026

To: Board of Library Trustees

From: Rebecca Alcalá-Veraflor, Director of Library Services

Subject: Recommendation to the City Council regarding the appointment of two trustees to serve a four-year term each, to fill the vacancy resulting from Trustee Villanueva's resignation and the vacancy created by Trustee Roth's expired term.

INTRODUCTION

Trustee Priscilla Villanueva announced her resignation in December 2025 and participated in her last Board of Library Trustees meeting on December 3, 2026. Additionally, Trustee Amy Roth's second term was scheduled to expire on January 3, 2026. The Board initiated the process to fill both vacancies in February 2026. Trustee Roth kindly consented to extend her term and serve as a member of the ad hoc nominating committee, which was established by President Greene per the revised Board of Library Trustees Vacancies Policy to assist in the search for her and Trustee Villanueva's successor during the library's transitional period. This process has continued, and candidate interviews were conducted on September 2, 2026.

FISCAL IMPACT

None.

BACKGROUND

The City Council reserves the right to appoint and remove library trustees by a vote of five council members. The Board of Library Trustees (BOLT) contributes to the process by recommending a candidate(s) to the City Council for approval. The Board of Trustees Vacancies Policy, most recently modified in December 2023, outlines the process for selecting candidate(s) for appointments.

CURRENT SITUATION AND ITS EFFECTS

President Beverly Greene appointed the ad hoc nominating subcommittee at the February 4, 2026, regular BOLT meeting. Recruitment opened from February 25 to March 31, and a total of twenty-one people applied.

After review of the applicant pool, committee members President Greene & Trustee Roth selected seven candidates to meet virtually and prescreen before making a recommendation to the Board of five candidates to interview, per the Board of Library Trustees Vacancies Policy.

Candidate interviews were held at the September 2, regular BOLT meeting. Five people were invited to participate in the public interview, but only 4 were interviewed. At the October 7, regular BOLT meeting, the trustees will vote on two candidates they recommend for nomination to the City Council, following discussion.

The voting will proceed as follows, as enumerated in the Board of Library Trustees Vacancies Policy:

- 1) The President calls for nominations for the Trustee vacancy. Every Board member has the opportunity to share their nomination for the vacancy at this time, in the beginning of the process. No one is required to make a nomination.
- 2) A random voting order for each name is established.
- 3) Each Trustee receives one vote per round.
- 4) When each name is called, Trustees may vote yes, no, or abstain.
- 5) Any candidate that receives three votes will be the nominee for the BOLT vacancy that will be submitted to City Council.
- 6) The candidates that follow the candidate having received three votes will not be the nominee.
- 7) If no one receives a majority of the votes, the President will call for nominations for a second round.
- 8) A random voting order for each name will be established again.
- 9) The process will continue until a candidate receives a majority (three) of the votes.

The term for the new Trustees is anticipated to begin November 4, 2026.

FURTHER ACTION

BOLT's recommendation will be referred to City Council. A majority vote of all the members of the City Council is required to appoint a member to the board.

CONTACT PERSON

Rebecca Alcalá-Veraflor, Director of Library Services, 510-981-6195

Attachments:

1. Resolution – Trustee Vacancy 1
2. Resolution – Trustee Vacancy 2
3. Candidate list
4. BOLT Selection Criteria Summary
5. Board of Library Trustees Vacancies Policy updated 12/06/23

BOARD OF LIBRARY TRUSTEES

RESOLUTION NO: 26-055

**RECOMMENDATION OF THE PREFERRED CANDIDATE TO THE CITY COUNCIL OF THE CITY OF BERKELEY
TO FILL THE TRUSTEE VACANCY RESULTING FROM TRUSTEE ROTH'S TERM EXPIRATION
ON THE BOARD OF LIBRARY TRUSTEES EFFECTIVE NOVEMBER 4, 2026**

WHEREAS, Trustee Roth's second, four-year term ended on January 3, 2026; and

WHEREAS Trustee Roth consented to extend her term and serve as a member of the ad hoc nominating committee, to assist in the search for her and Trustee Villanueva's successor; and

WHEREAS, during the February 4, 2026, meeting of the Board of Library Trustees, President Greene appointed the ad hoc nominating subcommittee, and the Board instructed staff to begin solicitation for applications to fill two vacancies; and

WHEREAS, the Board of Library Trustees directed staff to widely publicize the vacancies; and

WHEREAS, the City Clerk's Office of the City of Berkeley received 21 applications from interested parties; and

WHEREAS, the Board of Library Trustees interviewed 4 of the applicants during a regular BOLT meeting on September 2, 2026; and

WHEREAS, the Board of Library Trustees held discussion, shared nominations, and voted on the nominees during a regular BOLT meeting on June 5, 2024; and

WHEREAS, the Board recommends Council set the conditions for this appointment as a 4-year term with the effective date of November 4, 2026; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley recommends to the City Council of the City of Berkeley that the preferred candidate CHARLES "COURT" JACKSON be appointed to the Board of Library Trustees beginning November 4, 2026.

ADOPTED by the Board of Library Trustees of the City of Berkeley during a regular meeting held on October 7, 2026.

AYES: Trustee Ami, Greene, O'Keefe and Roth.

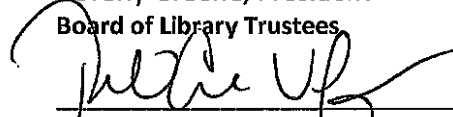
NOES: None.

ABSENT: None.

ABSTENTIONS: None.



Beverly Greene, President
Board of Library Trustees



Rebecca Alcalá-Veraflor, Director of Library Service
Serving as Secretary to the Board of Library Trustees



APPLICATION FOR APPOINTMENT TO BERKELEY BOARDS AND COMMISSIONS

Redistricting Commissioners
may not be eligible to serve.
Contact the City Clerk to verify.

NAME: Charles Courtney Jackson

PREFERRED PRONOUN(S): He/Him

RESIDENCE ADDRESS: [REDACTED] Berkeley 94702
Street City Zip

BUSINESS NAME/ADDRESS: _____

Street City Zip

EMAIL ADDRESS: [REDACTED]

OCCUPATION/PROFESSION: IT Project Manager

HOME PHONE: [REDACTED] BUSINESS PHONE: _____

I have been a resident of Berkeley since: 2018

I am interested in being considered for appointment to the following Berkeley board(s)/commission(s):

Name of board/commission: Board of Library Trustees

Name of board/commission: _____

List any qualifications (work experience, education, attributes and training) which you feel would provide positive input to the work of the commission and the reason why you are interested in being appointed:

Passionate about civic engagement and public service

Strong supporter of Library services (lending, print and digital media, workshops and events)

Master's of Business Administration

IT Project Manager, 10+ years experience in local government and public education

Please use another sheet of paper, if necessary.

The following individuals are qualified to comment on my capabilities:

NAME	ADDRESS	PHONE NO
Rachel Zisook	[REDACTED]	[REDACTED]
Brit Harvey	[REDACTED]	[REDACTED]
Gil Levy	[REDACTED]	[REDACTED]

***PLEASE COMPLETE DEMOGRAPHIC SURVEY ***

Please indicate gender: ☒ Male ☐ Female ☐ Nonbinary ☐ Prefer not to say

Please indicate whether you are currently a student: ☐ Yes ☒ No

Please indicate the racial / ethnic category which you most closely identify with below (response optional - please check only one category):

- ☒ **WHITE (not of Hispanic or Latino origin):** All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East
- ☐ **BLACK or AFRICAN AMERICAN (not of Hispanic or Latino origin):** All persons having origins in any of the Black racial groups of Africa
- ☐ **HISPANIC or LATINO:** All persons of Central / South America or other Spanish culture or origin, regardless of race
- ☐ **ASIAN (not of Hispanic or Latino origin):** All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent. This includes, Cambodia, China, Japan, India, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
- ☐ **AMERICAN INDIAN / ALASKAN NATIVE (not of Hispanic or Latino origin):** All persons having origins in any of the original peoples of North, Central, and South America, and who maintain cultural identification through tribal affiliation or community recognition.
- ☐ **NATIVE HAWAIIAN / PACIFIC ISLANDER (not of Hispanic or Latino origin):** All persons having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands
- ☐ **TWO or MORE RACES (not of Hispanic or Latino origin):** All persons who identify with more than one of the above six races

*The City of Berkeley's Conflict of Interest Code requires members of all City of Berkeley Commissions except the Youth Commission and Commission on Status of Women to file Statements of Economic Interests – FPPC Form 700. The Form 700 is a public document. For more information, please contact the City Clerk's Department at 981-6900, or visit our website at <https://berkeleyca.gov/your-government/public-records/conflict-interest-reports>.

AFFIDAVIT OF RESIDENCY*

I, Charles Courtney Jackson, hereby declare, under penalty of perjury, that I am a resident of the City of Berkeley. I understand that, with the exception of a temporary relocation outside of Berkeley not to exceed six months, I may no longer serve on a Berkeley Commission should this cease to be true.

Signature of Applicant: Count Jackson Date: 3/27/26

*Not required for Police Accountability Board, Loan Administration Board, Elmwood BID Advisory Board, Solano BID Advisory Board, or BUSD appointees

Return this form to the City Clerk Department: 2180 Milvia Street, Berkeley, 94704



APPOINTMENT FORM - BOARDS AND COMMISSIONS
(For Mayor and Council use only)

MAYOR/COUNCILMEMBER _____

NAME OF APPOINTEE _____

RESIDENCE ADDRESS _____
Street City Zip

BUSINESS NAME/ADDRESS _____
Name
Street City Zip

EMAIL ADDRESS _____

OCCUPATION/PROFESSION _____

HOME PHONE: _____ **BUSINESS PHONE:** _____

Check appropriate box: ☐ New Appointment ☐ Reappointment ☐ Temporary Appt.

Temporary Appt.: From (date) _____ To (date) _____
(only if appointing for more than one meeting)

Please send mail to: ☐ Home ☐ Business

Please indicate the name of the board/commission to which you are appointing this individual

Board/Commission Name: _____

***Please indicate the **SPECIAL CATEGORY** being fulfilled, if appointment is to **ANY** of the following boards or commissions: Elmwood BID Advisory Board, Human Welfare & Community Action Commission, Loan Administration Board, Solano Avenue BID Advisory Board.

Special Category _____

Signature: _____ **Date:** _____
Mayor/Councilmember

For Mayor/Councilmember and City Use Only:

Interview Date	Appoint. Date	Process Date



SUPPLEMENTAL QUESTIONNAIRE
FOR THE
BERKELEY BOARD OF LIBRARY TRUSTEES

In addition to filling out the “Application for Appointment to Berkeley Boards and Commissions”, candidates are requested to provide additional information to assist the Board of Library Trustees in their process to recommend names to the City Council.

1. Describe your interest in serving as a Library Trustee.

I am deeply interested in serving as a Library Trustee because I am civic-minded and committed to supporting institutions that strengthen our community. I believe libraries play a vital role in ensuring equitable access to media, information, and resources for people of all backgrounds.

It is especially important to me that libraries remain welcoming spaces that are free and accessible to individuals of all ages and interests. They provide not only educational materials, but also a sense of belonging and opportunity for lifelong learning.

2. What qualities do you consider necessary for an effective Trustee, and how do you demonstrate those qualities?

I believe an effective Trustee must be thoughtful, collaborative, data-informed, and grounded in both vision and practicality. One of the most important qualities is the ability to consider all perspectives when making recommendations or decisions. I demonstrate this in my professional work by regularly engaging with diverse stakeholders, carefully weighing different viewpoints, and assessing risks before moving forward.

Another key quality is the ability to use data effectively while also seeking out community input. I am experienced in analyzing and summarizing data, and I take pride in communicating key

3. Provide examples of current or previous community service and leadership roles.

I am actively working to become more involved in my community through local events, Boards, and Commissions. This year, I have attended Infrastructure and Parks, Recreation, and Waterfront (PRW) meetings, where I've provided input and stayed engaged on issues affecting the community. I also make a point to share updates and key takeaways with friends and neighbors so they can stay informed and involved as well.

In my current professional role, I serve as an IT Project Manager for the City and County of San Francisco. Supporting the systems and services that our community relies on is very important to

4. What do you see as the Library's role in the community now and in the future?

I see the Library as an essential resource for all Berkeleyans, serving people across race, gender, and socioeconomic status. It plays a vital role in ensuring equitable access to knowledge, technology, and community resources, helping to bridge gaps and create opportunities for everyone.

Today and in the future, the Library should continue to be a hub for enrichment across a wide range of interests and activities. Beyond books, it offers access to music, digital media, tools, classes, and workshops, as well as engaging programming for children and families. These

*Please return this form and the **Application for Appointment to Berkeley Boards and Commissions** to the Office of the City Clerk*

Name	Phone	Address
Nina Slote	[REDACTED]	[REDACTED]
Marcel Hawiger	[REDACTED]	[REDACTED]
Jamie Harvey	[REDACTED]	[REDACTED]
Kelsey Fredston-Hermann	[REDACTED]	[REDACTED]
Stan Ingberman	[REDACTED]	[REDACTED]
Sam Busa	[REDACTED]	2 [REDACTED]
Baru Lopez	[REDACTED]	2 [REDACTED]
Hannah Lopez	[REDACTED]	[REDACTED]

**BERKELEY PUBLIC LIBRARY
POLICIES**

**SUBJECT: Board of Library Trustees Vacancies
Policy**

ORIGINAL DATE:	05/04/2022
BOLT Resolution #:	R22-025
REVISED DATE:	12/06/2023
BOLT Resolution #:	R23-056
PAGE:	1 of 3

I. PURPOSE

Pursuant to Section 30 of the Charter of the City of Berkeley (the “Charter”), “five Library Trustees shall be appointed and may be removed by a vote of five members of the Council and one of such trustees must be appointed by the Council from its own members.”

When a Board of Library Trustees (“BOLT”) vacancy has occurred or is planned to occur, the Board of Library Trustees can assist the City Council by facilitating a nomination process. This policy enumerates that process.

II. POLICY

- A. **Ad-hoc Trustee Nominating Sub-committee** - When a BOLT vacancy has occurred or is planned to occur, the President of BOLT will appoint an ad hoc trustee nominating sub-committee to identify candidates. The Library Director as Secretary to BOLT will assist the sub-committee.
- B. **Candidate Search Objectives** - The sub-committee’s purpose will be to ensure that nominations are inclusive and broadly represents the diverse perspectives of the community. The sub-committee will seek candidates with varied backgrounds, knowledge, abilities, expertise, and networks that can advance the Mission and Vision of the Library. The search objectives include finding candidates able to carry out the trustee role, functions, and duties, as described in the BOLT Bylaws.
- C. **Search Process** - The sub-committee will convene to take account of current BOLT needs and to schedule the process for its purposes. The process will include the creation and posting of a vacancy announcement, the application period, the review of candidates, the recommendation to BOLT, and action taken by BOLT.
- D. **Vacancy Announcement** - The sub-committee will write an announcement that BOLT is seeking interested parties, including the requirements thereof, the manner and form of applying, and the due date for submission of applications; the sub-committee, working with the Library Director and the City, and with the approval of BOLT, will advertise the call for interest.
- E. **Application Procedure** - For consideration, any applicant must be a resident of the City of Berkeley, California. Applicants must submit a resume and a supplemental statement of interest that addresses questions or topics enumerated by the ad hoc trustee nominating sub-committee.

- F. **Review of Candidates** - The sub-committee will review each application based on the applicant's submitted information. The purpose of the review is to identify nominees that meet the search objectives, will be able to carry out the duties and functions of the Trustee as stated in the Bylaws, will advance the Vision and Mission of the Library, and will be a resource for collaboration and partnerships on behalf of the Library.
- G. **Nominations** – The sub-committee will provide a summary of its process, evaluation, and recommendation of no more than five candidates to be interviewed by BOLT for action and furtherance to the Council. The vote on candidates for nomination will take place at the meeting following the meeting during which the candidates are interviewed. A recommendation from the ad hoc trustee nominating sub-committee or the full Board is not binding.

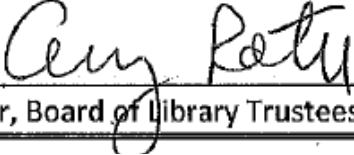
In the event that BOLT votes on multiple candidates, the voting will proceed as follows:

1. The President calls for nominations for the Trustee vacancy. Every Board member has the opportunity to share their nomination for the vacancy at this time, in the beginning of the process. No one is required to make a nomination.
2. A random voting order for each name is established.
3. Each Trustee receives one vote per round.
4. When each name is called, Trustees may vote yes, no, or abstain.
5. Any candidate that receives three votes will be the nominee for the BOLT vacancy that will be submitted to City Council.
6. The candidates that follow the candidate having received three votes will not be the nominee.
7. If no one receives a majority of the votes, the President will call for nominations for a second round.
8. A random voting order for each name will be established again.
9. The process will continue until a candidate receives a majority (three) of the votes.

If BOLT is voting on a motion to nominate a single candidate, the standard procedures to vote on a motion will be followed.

- H. **Inability to Serve** - Should the recommended nominee be unable to serve, BOLT will follow the following procedure:
1. The President appoints a new nomination subcommittee
 2. Staff sends a letter to all current applicants (or a specific subset) and asks if they would like to be considered again, due to the change in the original recommendation
 3. The new Subcommittee reviews the applicants still in the pool, and either:
 - a. Recommends up to five for consideration by the full board - OR -
 - b. Recommends that a new process be initiated, that would allow both past applicants, and new applicants, to participate

4. On the basis of the recommendation by the subcommittee, the staff either coordinates interviews for the next possible BOLT meeting, schedules a special meeting to conduct interviews, or reinitiates the recruitment process from the beginning.

Reviewed by:		12/12/23
	Director of Library Services	Date
Approved by:		12/12/23
	Chair, Board of Library Trustees	Date

Board of Library Trustees, Selection Criteria Summary

Desired Qualifications:

- Candidates should be public library champions, passionate about lifelong learning and community engagement.
- A demonstrated commitment to equity, diversity and inclusion is essential.
- Candidates with executive leadership, technology, business, financial management and/or administrative skills are encouraged to apply.
- Candidates with leadership experiences in community-based, non-profit, or government agencies

General Qualifications

- Demonstrated interest in and enthusiasm for the library
- Readiness to devote time and effort
- An open mind coupled with respect for the opinion of others and, a steadfast belief in intellectual freedom and privacy.
- Ability to plan creatively.
- Courage to withstand pressures and resist influences based on prejudice
- Ability to analyze the business and administrative procedures, and to be part of the accountability process to the public and provide oversight.
- Possession of common sense
- Reflects the diversity of the Berkeley community, including a diversity of experiences working in different sectors of the community as well as age, ethnicity, religion, gender identities, abilities, and sexual orientation
- Willing and able to work with management, staff and the union.

Practical background and/or direct experience in one or more of these areas is desirable:

- Involvement in community organizations
- An understanding of local government operations, of public boards, and commissions; previous experience highly valued
- An interest in long-range planning
- Personal experience in one or more of these areas:
 - Education
 - Architecture/Construction Accounting/Finance Business
 - Personnel management Technology Law/Government
 - Humanities
 - The Arts
- Availability and openness to the public