

**CITY OF DALY CITY
SPECIAL MEETING
LIBRARY BOARD OF TRUSTEES**

AGENDA

Tuesday, March 17, 2015 - 6:00 PM

City Hall Council Chambers, City Hall
333 – 90th Street, Daly City, CA 94015

Live Telecast: Comcast Channel 27, Astound 26, AT&T U-Verse 99
Webcast: www.dalycity.org/meetings

For those wishing to address the Library Board of Trustees on any Item on the Agenda or under Public Appearances/Oral Communications, please complete a Speaker Card located at the entrance to the City Council Chambers and submit to a Staff Member as early in the meeting as possible.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the Department of Library and Recreation Services as soon as possible prior to the meeting.

CALL TO ORDER

PLEDGE TO THE FLAG

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Minutes from February 17, 2015

DIRECTOR'S REPORT

2. Exhibits and Displays Policy

TRUSTEES' REPORT

ANNOUNCEMENTS AND COMMUNICATIONS

AGENDA BUILDING FOR NEXT MEETING

PUBLIC COMMENT

Speakers are limited to two minutes, unless modified by the Library Board President. The Board cannot take action on any matter raised under this item.

Agenda – Library Board of Trustees

Tuesday, March 17, 2015

Page 2

ADJOURNMENT

Next Meeting: Tuesday, April 21, 2015 AT 6:00 P.M.

Availability of Public Records: All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.

DALY CITY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
DALY CITY CIVIC CENTER – COUNCIL CHAMBERS
MINUTES – FEBRUARY 17, 2015

The meeting was called to order by President Erlinda Galeon at 6:00 p.m.

PLEDGE TO THE FLAG

ROLL CALL

Library Board of Trustees Present:

President Erlinda Galeon, Trustees Lynne Shubunka, William Lex, and Arlene Encarnacion. Trustee Roderick Daus-Magbual excused.

Staff Present:

Director Joseph Curran and Library Services Manager Chela Anderson

APPROVAL OF AGENDA

Agenda for the February 17, 2015 regular meeting unanimously approved.

(MSP: Shubunka/Daus-Magbual)

APPROVAL OF MINUTES

Minutes of the January 20, 2015 Regular meeting unanimously approved with corrections under the Director's Report - Public Postings, add Pres. Galeon's name with Trustee Lex to join the Committee. Under Library Usage Statistical Report, strike the word "huge" regarding the increase in circulation.

(MSP: Lex/Shubunka)

REPORTS:

1. Director's Report:

- A. Introduction of new Librarian III: Mr. Curran introduced the new Serramonte Library Branch Manager, Cole Johnson. Mr. Johnson has been a librarian since 2008. He started as a children's librarian in San Antonio Public Library. Then moved to the Reference Department where he planned and implemented Jobs and Small Business Center at the library. Cole most recently served as the Business Librarian at the Sacramento Public Library where he focused on building the digital business collections and conducting outreach to the business community. During his tenure as the Business Librarian at the Sacramento Public Library, Cole was able to close 9th Street for a car show called Classics by the Capitol. He collaborated with Gale to highlight their Chilton's auto repair database. Cole grew up in San Antonio and is a graduate of the College of Information at Florida State University
- B. Proposed Meeting Locations: The 2015 meeting schedule was put out for the Trustees. It included quarterly meetings at the Serramonte and Westlake Libraries as Trustees requested at the previous meeting. Next scheduled meeting will be held at the Serramonte Library Community Room. The Trustees agreed to adopt the schedule subject to review in January 2016. (MSP: Lex/Shubunka)
- C. Public Postings Policy: Trustees reviewed the draft policy with revisions recommended by the Committee consisting of President Galeon and Trustee Lex. The Public Postings Policy was endorsed by the Board as proposed by the Committee. (MSP: Lex/Encarnacion)
- D. Exhibits Policy: Trustees reviewed a draft policy presented by staff. Trustees requested verbiage added regarding the members of the public suggesting displays and exhibits. A revised draft policy will be presented at the next meeting.

ANNOUNCEMENTS AND COMMUNICATION:

- Daly City Library Associates Luncheon, Thursday, March 19, 2015, 1:30 pm. , Colma Community Center
- Daly City Arts and Culture Commission Inaugural Meeting on Thursday, February 26, 2015, 6:00 p.m., Administrative Conference, 3rd Floor at City Hall,
- Free Family Movie Night – First Tuesday of the Month at 6:30 p.m., Serramonte Library
- Check out John Daly Library Family Storytime's stories and art & craft project! (Wednesday, February 25th)
- 1st and 3rd Tuesdays of the Month, the Library will be showing movies based on your favorite books and fairy tales
- The Day the World Stopped, April 14, 2015, 6:30 p.m., the filmmaker will be at the Serramonte Library
- Daly City Public Library Art Project, Children between the ages of 9 through 17 are encouraged to participate in decorating the Serramonte Library with the new art techniques. 2nd and 4th Tuesdays of the month, February 24-May 26, 2015, 3:45 p.m.
- Trustee Lex requested hard copies of reports/presentations to be available upon requests for the Trustees.

PUBLIC COMMENT: None

ADJOURNMENT

The meeting was unanimously adjourned at 7:10 p.m.

**Next Meeting:
Tuesday, March 19, 2015,
Serramonte Library Community Room**

DALY CITY PUBLIC LIBRARY POLICY: Exhibits and Displays

The Daly City Public Library prepares and sponsors exhibits and displays to feature its services, collections, activities and programs. Library Staff has the sole responsibility for selecting, developing, scheduling, and placing displays in the library exhibit cases and other locations within the Libraries. Staff selects materials that meet the Library's mission of providing and promoting access to materials and services that support the needs for self-education, information, culture and recreation in our diverse community. Individuals and community organizations are welcome to suggest exhibits and displays.

In developing or selecting exhibits and displays, staff will endeavor to present a broad spectrum of information and a variety of viewpoints. The Library does not endorse the beliefs or viewpoints of the topics that may be the subject of library exhibits or displays.