

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

**AGENDA**

**Tuesday, April 17, 2018 - 5:00 PM**

City Hall Council Chambers, City Hall  
333 – 90<sup>th</sup> Street, Daly City, CA 94015

Live Telecast: Comcast Channel 27, Astound 26, AT&T U-Verse 99  
Webcast: [www.dalycity.org/meetings](http://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. Regular meeting of March 20, 2018

**DIRECTOR'S REPORT**

2. Budget Update

**TRUSTEES' REPORT**

3. Advocacy
  - a. Funding Measures
  - b. Talking Points
4. Report from the Daly City Public Library Associates (DCPLA)

**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.

## ADJOURNMENT

*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 90<sup>th</sup> 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**  
**MINUTES – MARCH 20, 2018**

The meeting was called to order by Trustee William Lex at 6:00 p.m.

**PLEDGE TO THE FLAG**

**ROLL CALL**

**Library Board of Trustees Present:**

Trustees William Lex, Lily Louie, Angella Logarto, Lynne Shubunka and Patricia DeVera

**Staff Present:**

Director Joseph Curran, Library Services Manager Chela Anderson and Mr. Richard Chiu, City Engineer

**APPROVAL OF AGENDA**

Agenda for the March 20, 2018, Regular Meeting unanimously approved.

(MSP: Louie/DeVera)

**APPROVAL OF MINUTES**

Minutes of the February 20, 2018 Regular Meeting unanimously approved. (MSP:

Louie/DeVera)

**REPORTS:**

1. Facility Assessment - Mr. Richard Chiu, City Engineer, said that the City owns and maintains 30+ facilities and nearly all are in dire need of extensive repairs. Maintenance is quite expensive too as the facilities are old. The needed repairs exceed available funds. Full replacement of facilities is very expensive and so are renovations. Facility assessment provides data to help prioritize repairs. We do not have enough funding so we need to prioritize. It also helps us rate facilities - Facilities Condition Index (FCI), the smaller the number is, the better the facility is; estimate immediate and long term capital needs. It provides expected rating based on various funding scenarios. There are four categories: Green (good), Yellow (fair), Red (poor), Dark Red (very poor). More than half of our facilities are already in red. City Engineer Chiu said that 10 years from now without any funding expended, it would put all facilities except for two in red. The average FCI assessment result for the 4 libraries is fair. If money is not spent in 10 years, average FCI will move to poor or very poor. The current need for libraries is \$1.8 million and the need in 10 years would grow to \$7.8 million.
2. Report from meeting with Senator Scott Wiener – Trustee DeVera said that Senator Wiener is an advocate for Daly City. Senator Wiener was very open and wanted to hear about Trustees' concerns with the library. Trustee Louie said that Senator Wiener was calm, cool and collected. Trustee Logarto said the meeting was general and he talked about topics that are pertinent to libraries as well as housing issues. The meeting could

have been more structured. Trustee Lex concurs with all the Trustee members' opinion about Senator Weiner. He said he was very bright. A formal agenda for future meeting was recommended.

3. Advocacy – Director Curran said that everything is subject to voter approval and it has to pass with 66.67% in order to succeed. Trustee DeVera mentioned that Director Curran provided her with numbers as far as parcels in Daly City. If you put \$5.00 yearly tax on 23,800 taxable parcels, we can generate approximately \$119,000. It would be a great way to generate funding for the library but this would be a hard sell to the community. Their next objective is to find out over the last ten years what cities were successful in passing a library parcel tax, how much they ask for, and what type of community.
4. Report from the Daly City Public Library Associates
  - Susan Brissenden-Smith wants to thank the Trustees for their work and participation at the St. Patrick's luncheon.
  - September 29, 2018, an upcoming car event in Colma
  - The City Council is proclaiming April 8<sup>th</sup> to the 14<sup>th</sup> as National Library Week

**PUBLIC COMMENT:**

**ADJOURNMENT:** The meeting was unanimously adjourned at 7:22 p.m.

**Next Meeting: Tuesday, April 17, 2018, Daly City Council Chambers**