

DALY CITY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
DALY CITY CIVIC CENTER
MINUTES – MARCH 15, 2016

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, Vice-President Arlene Encarnacion, Trustees Roderick Daus-Magbual, William Lex, and Lynne Shubunka

Staff Present:

Director Joseph Curran and Library Services Manager Chela Anderson

APPROVAL OF AGENDA

Agenda for the March 15, 2016 Regular Meeting unanimously approved.
(MSP: Lex/ Daus-Magbual)

APPROVAL OF MINUTES

Minutes of the February 16, 2016 Regular Meeting unanimously approved. (MSP: Lex/ Daus-Magbual)

REPORTS:

1. Library Board of Trustees Webpage:

Director Curran and Ms. Anderson presented examples of webpages from neighboring cities. Trustees discussed on how to enhance and make improvements on their current webpage. The Board voted to add, at each member's option, a photo, a biography no longer than 300 words, and a collective Library Board e-mail address to be managed by staff. Board members will submit to staff a photo and bio if they wish it to be added. Director Curran will have a group City e-mail account created.

2. Annual Report Draft Review:

Trustees amended the Annual Report to fill in some of the white space, raising the header, adding branch related photos, putting some relevant graphics, and then turned it over to staff for completion and publication. (MSP: Lex/Encarnacion)

3. Winter Reading Challenge:

Ms. Anderson said the Winter Challenge ran for 10 weeks. The target was to read 5 books. They used a bingo format with different genres of books offering the opportunity to get an extra entry into the drawing and encouraging people to read books outside their comfort zone. There were great prizes like dinner for two at the new Westlake Joe's, a kindle Fire tablet, and SanDisk MP3 player. 150 people signed up, 35% completed at least 5 books, 11% completed a Round Two Bingo card with new category challenges and there here were 340 books read for the Challenge.

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4. Proclamation of National Library Week:

In celebration of National Library Week, April 10-16, 2016, City Council will make a proclamation. Board Members are invited to attend the Council meeting to accept the proclamation.

5. Report from the Daly City Public Library Associates (DCPLA):

- St. Patrick's luncheon held today, March 15, 2016 at the Colma Community Center.
- On Tuesday, March 22, 2016, the Library will open the new children's storytime area.

TRUSTEES' REPORT/ANNOUNCEMENTS:

- Director Curran mentioned that the Department completed its preliminary budget. We are asked to reduce expenditures for the coming 2-yr budget cycle.

PUBLIC COMMENT: None

ADJOURNMENT

The meeting was unanimously adjourned at 7:30 p.m.

**Next Meeting:
Tuesday, April 19, 2016
Daly City Council Chambers**