

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

AGENDA

Tuesday, July 19, 2016 - 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. Regular meeting of May 17, 2016

ADMINISTRATION OF OATH OF OFFICE

2. Anastazja P. Ragasa

ELECTION OF OFFICERS

DIRECTOR'S REPORT

3. Paws for Tales Reading Program
4. Budget Update

TRUSTEES' REPORT

ANNOUNCEMENTS AND COMMUNICATIONS

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

AGENDA BUILDING FOR NEXT MEETING

6. Library Capital Needs

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 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
TRAINING ROOM – FIRST FLOOR OF CITY HALL
(LOCATION WAS CHANGED FROM THE COUNCIL CHAMBERS)
MINUTES – MAY 17, 2016

The meeting was called to order by Arlene Encarnacion 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 and William Lex

Staff Present:

Director Joseph Curran and Library Services Manager Chela Anderson

APPROVAL OF AGENDA

Agenda for the May 17, 2016, Regular Meeting unanimously approved.

(MSP: Lex / Daus-Magbual)

APPROVAL OF MINUTES

Minutes of the April 19, 2016 Regular Meeting unanimously approved. (MSP: Galeon / Daus-Magbual)

REPORTS:

1. Serramonte Bathroom Remodel:

Director Curran provided an update on the progress of the Serramonte Main Library bathroom accessibility remodel. Demolition is scheduled to take place at the beginning of June. Library visitors will have access to the west side bathrooms at Gellert Clubhouse during construction.

2. Budget Update:

In response to the City's structural budget deficit, all City departments have been directed to reduce their budgets for the next two fiscal years. Director Curran reviewed the Library service reductions proposed in the next biennial budget. Most significantly, hours at all four libraries will be reduced; no libraries will be closed. Cuts affecting all branches will include 34 fewer open hours per week. Bayshore operating hours will be reduced by one hour per week. The John Daly branch have 14 fewer open hours per week. Westlake's operating hours will be reduced by 7 per week. The Serramonte Main library will be open 12 fewer hours per week. These changes will reduce costs for hourly staff by \$121,000. Also affected are the budget for materials, which will be reduced by \$10,000, the budget for online public subscriptions (\$26,000), program supplies/services (\$21,000), the salt water fish tank at Westlake Library (\$2,400), and other miscellaneous smaller costs. The total reduction will

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be \$183,200. Trustee Lex requested a detailed overview of the online subscription services being discontinued as well as those being retained at the next meeting.

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

- Daly City Public Associates Board meeting scheduled for June 21, 2016

PUBLIC COMMENT: None

ADJOURNMENT

The meeting was unanimously adjourned at 7:17 p.m.

**Next Meeting:
Tuesday, June 21, 2016
Daly City Council Chambers**