

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

**AGENDA**

**Tuesday, August 16, 2016 - 6:00 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 Tuesday, July 19, 2016

DIRECTOR'S REPORT

2. Summer Learning 2016
3. Library Capital Needs

TRUSTEES' REPORT

ANNOUNCEMENTS AND COMMUNICATIONS

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

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 – JULY 19, 2016**

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, Arlene Encarnacion and Lynne Shubunka

**Staff Present:**

Director Joseph Curran, Library Services Manager Chela Anderson and Children's Librarian Barbara Daniels

**APPROVAL OF AGENDA**

Agenda for the July 19, 2016 Regular Meeting unanimously approved.

(MSP: Lex/Shubunka)

**APPROVAL OF MINUTES**

Minutes of the May 17, 2016 Regular Meeting unanimously approved. (MSP: Lex/ Shubunka)

**ADMINISTRATION OF OATH:** Ms. Annette Hipona, City Clerk, administered the oath of office to Ms. Anastazja Ragasa as the new Library Trustee.

**ELECTION OF OFFICERS:**

Trustee Member Lex nominated Vice-President Encarnacion to President of the Board. President Encarnacion was elected unanimously and presided during the remainder of the Board meeting. Trustee Member Shubunka nominated Trustee Member Lex Vice-President. Trustee Lex was unanimously elected as Vice-President of the Board.

Vice-President Lex said that Ms. Galeon will be remembered for her outstanding service she provided to our community. The Board of Trustees recognized the many contributions of our former President Galeon. Ms. Galeon will be missed.

**REPORTS:**

1. *Paws for Tales* Reading Program:

Ms. Daniels is pleased to present the Library's partnership with the Peninsula Humane Society and SPCA to do *Paws for Tales*. Children ages 5 and up can improve their reading skills and make a new friend by reading aloud to a therapy dog. Studies show children who are reluctant to read in front of peers are much less anxious with an animal present. Animal presence helps them become more confident readers. One or more teams with therapy animals and their handlers from the PHS/SPCA will be available at Daly City Serramonte Library from 5 p.m. to 6:30 p.m. the first Wednesday of each month starting September 7, 2016.

2. Budget Update:

Director Currans said that the Libraries will be reducing service/part-time hours. The reduction is approximately \$121,000 in savings. Some online subscription resources will be discontinued while others that we currently offer that are consortium-wide purchases (through the Peninsula Library System or the Pacific Library Partnership) will be continued

as we have committed to these as a members. Daly City Public Library Associates has committed to funding the Westlake Library's aquarium dues for this fiscal year.

**TRUSTEES' REPORT/ANNOUNCEMENTS:**

- Vice-President Lex announced the recently held Art Night at the Library at Westlake Library. Five artists were invited to display their work. It went from 6:30 to 8:30 p.m. Light refreshments were served and there were also raffle prizes as well as a chance to meet the artists.
- The Fall Activity Guide is now available online! Please visit [www.dalycity.org/activityguide](http://www.dalycity.org/activityguide) to view guide. In order to reduce costs and to be environmentally friendly, the Department of Library and Recreation Services will no longer be mailing the Activity Guide to households in Daly City. Copies will be available at your local library, recreation center or in the Administration office.
- Ms. Anderson announced the upcoming Filipino-American History Month Celebration, October 8, 2016, 11-5 p.m., at Pacelli Event Center. This event is in collaboration with The Pilipino Bayanihan Resource Center.
- Daly City Public Library Associates have received 24 donations ranging from \$50 up to \$500. Their goal is to replace the \$10,000 cut from the materials budget. Recently, the Associates have also donated to the Library \$6,500 for furniture for the Westlake Branch, \$2,750 to maintain the aquarium, and \$150 to support the Adult Summer Learning Program.

**PUBLIC COMMENT**

**ADJOURNMENT**

The meeting was unanimously adjourned at 6:58 p.m.

**Next Meeting:  
Tuesday, August 16, 2016**