

DALY CITY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
DALY CITY CIVIC CENTER
MINUTES – AUGUST 16, 2016

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

PLEDGE TO THE FLAG

ROLL CALL

Library Board of Trustees Present:

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

Staff Present:

Library Services Manager Chela Anderson and Youth Services Manager Barbara Daniels

APPROVAL OF AGENDA

Agenda for the August 16, 2016 Regular Meeting unanimously approved.
(MSP: Lex/Shubunka)

APPROVAL OF MINUTES

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

DIRECTORS REPORT:

1. Summer Learning 2016:

Ms. Daniels presented an overview of this year's Summer Learning program, including funding, staffing, programming, and statistical information on participation. Participation is dramatically increased this year, no doubt due to the tireless efforts of Youth Services and branch staff with both in-library and outreach promotion. John Daly Library, under new management, has been particularly successful. The number of program completions at Westlake Library is also notable. The program runs through the end of August, so this report was preliminary; final numbers will be presented at the September meeting.

2. Library Capital Needs:

Ms. Anderson provided an overview of the Capital Projects Plan and the four library projects included in the current capital budget document.

TRUSTEES' REPORT/ANNOUNCEMENTS:

- Vice-President Lex announced that the next meeting of the DCPLA will be held on Tuesday, August 23, 2016; it has been rescheduled from its regular day.
- Project Read will hold its annual Trivia Challenge fundraiser on Friday, November 4, 2016. Vice-President Lex inquired about interest in participating from members of the Board.
- The Arts & Culture Commission is planning a community event, *Light Up Our World*; there was discussion of possible collaboration with the Library Board.

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- President Encarnacion noted that there is no link to the Activity Guide from the Library's section of the website, only from the Recreation page. Ms. Anderson said she would look into adding a link.
- Vice-President Lex commented on the digital display near the entrance of the Westlake Library. While the display is very eye-catching, the speed with which the slides change makes reading the information contained on them challenging if not impossible. Ms. Anderson said she would work with staff to reduce the speed. Digital displays are present at all four libraries; they should all have a readable slide-change speed.
- September is National Library Card Sign-up Month. Staff will be conducting outreach and working with the other PLS libraries on promotion.
- New library card designs specifically for youth will be introduced as part of the National Library Card Sign-up Month campaign. The County Library worked with local artists to create four unique and engaging designs.
- Hours reductions passed as part of the new budget will go into effect September 10. Library staff are working on communicating the changes to residents.
- Newest Trustee, Anastazja Ragasa, shared some information about her background and experience, including working as an intern for a number of local officials. She is a student, recipient of a Presidential Scholarship, and she will be attending Skyline College in the fall.

AGENDA BUILDING

Summer Learning final report, new youth card designs

PUBLIC COMMENT

ADJOURNMENT

The meeting was unanimously adjourned at 7:36 p.m.

**Next Meeting:
Tuesday, September 20, 2016**