

DALY CITY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
DALY CITY CIVIC CENTER
MINUTES – MARCH 21, 2017

ADMINISTRATION OF OATH: Mayor Glenn Sylvester administered the oath of office to Ms. Patricia DeVera as the new Library Trustee.

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:

President William Lex, Trustees Lily Louie and Patricia DeVera

Staff Present:

Director Joseph Curran and Library Services Manager Chela Anderson

APPROVAL OF AGENDA

Agenda for the February 21, 2017 Regular Meeting unanimously approved.
(MSP: Louie/DeVera)

REPORTS:

1. Inter-Library Loan Service:

Ms. Anderson said that the organization OCLC, a resource sharing service that allows patrons to borrow materials from other library system within the United States, will be charging a minimum fee of \$500 per year. There is very little interest for the service from local patrons. Patrons have to come in person to request for an item plus pay a \$5.00 fee. Ms. Anderson recommends eliminating this service.

The Trustees voted to discontinue the service.

(MSP: Louie/DeVera)

2. Homebound Services:

Ms. Anderson presented an outline of new services including mailing library materials and providing reference and referral services via mail, e-mail, and telephone to Daly City library patrons who are physically unable to visit the public library.

The Trustees voted to approve this service. (MSP: DeVera/Louie)

3. Measure K Overview:

Director Curran said that Measure K is a countywide half-cent sales tax extension passed by local voters in November 2016 to support essential County services and to maintain or replace critical facilities. It is also known as the "*San Mateo County Critical Services Measure*." Measure K extends the sales tax established by Measure A for 20 years, until March 2043.

Measure K funds can be used to provide affordable homes for seniors, veterans, individual with disabilities and families, maintaining emergency operations and 9-1-1 police, fire and paramedic

dispatch, combatting human trafficking, maintaining paratransit services for the elderly/individuals with disabilities, maintaining preschool, after-school and library programs for children and teens, keeping parks open, maintaining health care for low income children, seniors and people with disabilities, providing neighborhood health clinics, maintaining countywide gang and drug task forces, addressing the effects of sea level rise, and maintaining child abuse prevention programs. Measure K funds are allocated in three ways: Through the County's 2 year budget cycle, Through mid-year adjustments to address emerging needs not anticipated at the time the budget was adopted and to fill specific needs in each of the five supervisorial districts.

Director Curran mentioned that Trustee Shubunka is a member of the Oversight Committee that monitors the Measure K spending.

For Fiscal Year 2014-15, Daly City Public Library received \$100,000 from Measure K for bathroom improvements at Serramonte Library

The following are potential Daly City projects that are in need of funding:

- Roof for the Doelger Senior Center
- Tennis Court Rehabilitation
- Elevator at Serramonte Library
- HVAC System at Westlake Library
- Energy Efficient Upgrade at Serramonte
- Roof for Pacelli Gym
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Director Curran has requested a meeting from Supervisor David Canepa to at least exploring the possibility of having an exemption from the matching requirement as Daly City has no fund to match the grant funding.

4. Recreation Activity Guide:

Director Curran said that the Activity Guide is created and funded solely by the Recreation Division. During the time the Library and Recreation merged, the Library was given 4 pages to fill with their information. They had a difficult time filling those pages. The Recreation Activity Guide is published 3x a year with a very long in advance printing time. In January, the Recreation Division is already gearing up for their summer camps while the Library's Summer Learning Program gears up as the school year is winding down. Director Curran does not agree that the Recreation Activity Guide is the right tool for the Library to promote their programs. Customers use the guide to look for Recreation classes. In fact, 80% of our users now use the online portal to register for classes and for Recreation information. This is also one reason why the Activity Recreation Guides are no longer mailed via postal service. Director Curran believes that doing outreach directly to the schools will help promote our Summer Learning Program and not through pages in the Recreation Activity Guide. Trustee Lex and Director Curran agreed to redirect library users to social media i.e. Instagram, Facebook and Twitter to find out more on what the Library offers.

5. Report from the Daly City Public Library Associates:

- Book Sale, April 29 and 30, May 6 and 7, at the 280 Metro Center

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- Jefferson Elementary School District is running a Poster Contest for children, April 18th is the deadline for submission
- A Soapbox Derby in the auto row at Serramonte, October 7, 2017
- St. Patrick's Day was a successful event. It raised slightly less money from last year's.
- California Library Advocates Workshop, April 22, 2017 in Mill Valley.

TRUSTEES' REPORT/ANNOUNCEMENTS:

- Trustee DeVera introduced herself to the Board.

PUBLIC COMMENT: None

ADJOURNMENT

The meeting was unanimously adjourned at 7:15 p.m.

**Next Meeting:
Tuesday, April 18, 2017
Daly City Council Chambers**