

DALY CITY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
DALY CITY CIVIC CENTER
MINUTES – FEBRUARY 20, 2018

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, Lily Louie, Angella Logarto, Lynne Shubunka, and Patricia DeVera

Staff Present:

Director Joseph Curran and Library Services Manager Chela Anderson

APPROVAL OF AGENDA

Agenda for the January 16, 2018, Regular Meeting unanimously approved.

(MSP: Louie/DeVera)

APPROVAL OF MINUTES

Minutes of the January 16, 2018 Regular Meeting unanimously approved. (MSP: DeVera /Louie)

REPORTS:

1. Fiscal Year 2018-19 and 2019-20 Budget Update - Director Curran said that our Department was directed to reduce expenditures for the coming 2-yr budget cycle of \$269,000. The reduction will be coming from Recreation and not Library. There will be no cuts from the Library but we are not adding either. Director Curran will provide more updates and reviews on schedule leading to City Council as they are available.
2. Report from the Advocacy Committee – The Committee is headed by Trustee DeVera and co-chaired by Trustee Louie. They met to develop ideas for advocating for the library. One idea to generate revenue to support library infrastructure, equipment, materials and even staff, is a parcel tax. Funds would be earmarked to help support the library. Trustee DeVera thinks that this would be an important option to explore. Trustee Louie had done an informal survey around her neighborhood of families with kids and they unanimously said no to any tax increase. Trustee DeVera said that maybe this is something that education to get the community involved and include their input and their buy-in. Director Curran agreed to research the amount of funds that could be raised through such a measure.
3. Mission Statement of the Library Board – The Board discussed the current statement. They all agreed in the end that they will leave it as it is for the time being. It will be added to the Trustees' webpage.

4. Election of Officers – The Board agreed that re-election or re-organization of officers will take place each year in July.
5. Report from the Daly City Public Library Associates -
 - March 13th – St. Patrick's Day luncheon at Colma Community Center. Supervisor Tissier is asking for volunteers for that morning.
 - Last meeting of DCPLA was January 22, 2018. As of November 2017, there was approximately \$52,000 in their budget. Expected expenses in budget for 2018 is \$63,000 with an estimated income of \$71,200 which would provide a balance of \$8,200.
 - Moonstar fundraiser generated an income of \$2,700.
 - Pinewood Derby fundraiser will be scheduled sometime in October
 - Town of Colma provided \$2,000 grant restricted to purchase children's' books.
 - A grant application for \$5,000 to Seton Medical Center. We are waiting for a decision as of this date.
 - DCPL revised its bylaws increasing the number of potential members of the Board and those have been sent to the City Attorney for redrafting.
 - Donated books can now be stored at the Seton Medical Center Library.
 - A grant application for \$3,000 was submitted to Wells Fargo for children's' books.

ANNOUNCEMENTS AND COMMUNICATIONS:

- 13th Annual Women's History Month Celebration, March 1, 2018 at City Hall Rotunda, 5:30 p.m.

PUBLIC COMMENT:

ADJOURNMENT:

The meeting was unanimously adjourned at 7:01 p.m.

**Next Meeting:
Tuesday, March 20, 2017
Daly City Council Chambers**