

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

AGENDA

Tuesday, March 19, 2019 - 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 February 19, 2019

ELECTION OF OFFICERS

DIRECTOR'S REPORT

TRUSTEES' REPORT

2. Advocacy
 - a. Creating Awareness
 - i Coffee with the Trustees at Serramonte Main Library
 - b. Communication

- i. Branch Visits Reports
 - c. Community Involvement
 - i. Video Project
 - ii. National Library Week
 - d. Fundraising
3. Report from the Daly City Public Library Associates (DCPLA)

ANNOUNCEMENTS AND COMMUNICATIONS

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 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
MINUTES – FEBRUARY 19, 2019

The meeting was called to order by Vice President Logarta at 6:30 PM

ADMINISTRATION OF OATHS:

Council Member Rod Daus-Magbual administered the oath of office to Ms. Lauren Daus, as a newly appointed member of the Board.

Council Member Pamela DiGiovanni administered the oath of office to Ms. Theresa Faapuaa, as a newly appointed member of the Board.

Council Member Rod Daus-Magbual administered the oath of office to Ms. Justine Santos, as a newly appointed member of the Board.

PLEDGE TO THE FLAG

ROLL CALL

Library Board of Trustees Present:

Trustees Angella Logarta, Marcel Balmeo, Lauren Daus, Theresa Faapuaa, and Justine Santos

Staff Present:

Director Joseph Curran, Library Services Manager Chela Anderson, Collections Services

Librarian Joshua Rees

Council member Pamela DiGiovanni welcomed the new Board members.

APPROVAL OF AGENDA

Agenda for the February 19, 2019 Regular Meeting unanimously approved.

(MSP: Faapuaa/Balmeo)

APPROVAL OF MINUTES

1. Minutes of the January 15, 2019 Regular Meeting unanimously approved.

(MSP: Santos/Balmeo)

DIRECTORS REPORT:

2. Joshua Rees presented on overview of the California State Library's California Revealed grant, an initiative to digitize local history materials found in libraries and museums throughout the state. Daly City Public Library has submitted a number of items in this past round for digitization. Staff will report back to the Board when the materials are available online.

TRUSTEES' REPORT:

3. Vice President Logarta provided an overview of the Board's ongoing library advocacy efforts organized around four pillars: Creating Awareness, Communication, Community Involvement, and Fundraising. The pillars provide structure to increase Board efficiency.
 - a. Creating Awareness: The first *Coffee with the Trustees* event was scheduled for March 7, 2019 from 10:00 to 11:30 AM at the Serramonte Library. Trustees Faapuaa and Santos volunteered to host this first event.
 - b. Communication: Trustee visits to the libraries will continue. Trustee Faapuaa will visit the Bayshore Library. Trustee Logarta will visit the John Daly Library, Trustees Daus and Santos will visit the Serramonte Main Library, and Trustee Balmeo will visit the Westlake Library.
 - c. Community Involvement: Ms. Anderson e-mails out a weekly schedule of library activities and events. This information can also be found on the Library's online events calendar on the website. There are also electronic newsletters published monthly by the Library and the City. It was recommended that interested Board members subscribe to those newsletters.
 - d. Fundraising – The Daly City Public Library Associates (DCPLA) is the fundraising organization for the Library. Vice President Logarta described some of the funding available through Wells Fargo, which DCPLA has been able to tap into in the past.
4. Report from Daly City Public Library Associates: Executive Director Victoria Magbilang introduced herself to the new Board Members. She provided an overview of the mission and activities of the Daly City Public Library Associates. She invited everyone to the annual Saint Patrick's Day Luncheon, to be held Thursday, March 14, 2019 at the Colma Community Center, and the second annual Crazy about Cars in Colma to be held in September.

ANNOUNCEMENTS

The Library will be hosting Celebrating Women, Words, and the Power of Poetry: Readings by Aileen Cassinetta, San Mateo County Poet Laureate & Kim Shuck, San Francisco Poet Laureate at Westlake Library on Saturday, March 16, 2019 at 2:00 PM. The Arts & Culture Commission, in partnership with the History Guild of Daly City/Colma, will be hosting a 108th birthday party for the City on Thursday, March 14, 2019 at 6:00 PM at City Hall.

PUBLIC COMMENT: None

ADJOURNMENT: The meeting was unanimously adjourned at 7:00 PM.

**Next Meeting:
Tuesday, March 19, 2019
Daly City Council Chambers**