

CITY OF DALY CITY

Regular Meeting - LIBRARY BOARD OF TRUSTEES

AGENDA

Tuesday, February 21, 2023 - 6:00 PM

City Hall Council Chambers – 2nd Floor
City Hall 333 – 90th Street
Daly City, CA 94015

To watch the live telecast:

<https://www.youtube.com/DalyCityVideoMeetings> or <https://www.dalycity.org/agendas>

Public Participation:

There are two ways to submit public comment: (1) submit written comments by meeting day, and (2) attend the meeting in person.

1. To submit a comment in writing, please visit www.dalycity.org/agendas and complete the Public Comment form. In the comment field box, include the item number and/or title of the item as well as your comments. Public Comments may also be emailed to libraryboard@dalycity.org by including "Public Comment" in the subject line. All written comments received by 4:00 pm on meeting day will be provided to the Library Board of Trustees prior to the meeting. Comments are not read aloud into the record.

Please note: Any written comments received after 4:00 p.m. on the meeting date is not guaranteed to be received by the Library Board of Trustees prior to the meeting.

2. To speak at the meeting in person, please complete a Speaker Card located at the entrance to the 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 office of the City Clerk at 991-8078 as soon as possible.

CALL TO ORDER:

PLEDGE TO THE FLAG:

ROLL CALL:

AVAILABILITY OF PUBLIC RECORDS:

All public record 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.

ADMINISTRATION OF OATH OF OFFICE

1. Gary Pacheco

ELECTION OF OFFICERS:

2. President
3. Vice-President

APPROVAL OF AGENDA:

APPROVAL OF MINUTES:

4. Regular meeting of November 15, 2022

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.

PRESENTATIONS:

DIRECTOR'S REPORT

5. Introduction of Stephanie Torres, Project Read Literacy Services Coordinator
6. State-wide online tutoring and homework help program

TRUSTEES' REPORT

7. Subcommittee Report: Bee Project
8. Subcommittee Report: Meeting Room Policy
9. Community engagement: library event visits
10. Teen Programming Ideas
11. Report from the Daly City Public Library Associates (DCPLA)

ANNOUNCEMENTS AND COMMUNICATIONS

12. Inaugural celebration of new San Mateo County Poet Laureate Jorge Tetl Argueta, February 23, 2023
13. Reciprocal borrowing agreement with MARINet and NorthNet for Overdrive eBooks

AGENDA BUILDING FOR NEXT MEETING

ADJOURNMENT:

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY - CIVIC CENTER COUNCIL CHAMBERS
REGULAR MEETING
MINUTES - NOVEMBER 15, 2022

The meeting was called to order by President Faapuaa at 6:00pm.

ROLL CALL:

Trustees Present:

President Theresa Faapuaa, Vice President Dr. William Lex, Trustee Justine Santos, Trustee Angella Logarta

Trustees Absent: None

Daly City Public Library Associates: President Patricia Devera

Staff Present: Library Services Manager Chela Anderson, Librarian III Sarah Spence

APPROVAL OF MINUTES:

Motion requested by President Faapuaa, to approve the minutes for the September 20, 2022 meeting. Motion made by Trustee Santos and seconded by Vice President Lex. The motion carried unanimously.

PUBLIC COMMENT: None

DIRECTOR'S REPORT:

Library Services Manager Chela Anderson introduced Sarah Spence who presented on the Summer Learning Challenge 2022. The program ran from June 1, 2022 – August 31, 2022. There were two reading logs: one for children, one for teens and adults. When the reading logs were turned in, participants 18 years and younger got a book and a raffle entry for a \$1K scholarship. This year was the first year that they got to decide how to use their Measure K funds with the number of scholarships they offered and books purchased, which is usually done by the County. The number of participants has grown over the past 3 years, as well as the number of programs offered. 27 outreach programs were done this Summer including 19 schools, 2 Big Lift camps, recreation camps, and the Kid's club at Serramonte Mall. There were a total of 40 in-library programs. They were offered 4 times a week at every branch; activities offered were rock painting, slime, suncatchers, bird feeders, DIY chia pets, pipe cleaner animals and water coloring. Several paid performers were also able to be offered by the generous funding of DCPLA & the Thelma Doelger Grant. Performers this Summer were: Uncle Jer's Traveling Bees, Bay Area Discovery Museum, Teacher Barb's Music & Movement, Magic Bubble Science, Puppet Art Theater, and Norcal Bats. In-person story times returned to all 4 branches at least once per week, twice at Serramonte. Paws for Tales was brought back to the Westlake branch on the 3rd Wednesday of every month and they are hoping to expand to other branches when Peninsula Humane Society has available volunteers. The Summer Learning Party put on in partnership with DCPLA and the Recreation division offered cotton candy, snow cones, bubble stations, a book giveaway, button making station, and a STEM kit giveaway.

Library Services Manager Chela Anderson spoke about the "Preferred Names" field in the ILS Library Services platform used across the Peninsula that has the database of users and items. Peninsula wide, they are going to add a field for a preferred name in addition to the legal name.

TRUSTEES' REPORT:

Sub Committee Report: Bee Project

Vice President Lex shared that the Bay Area rep for Alveole has left the company, so the project was at a halt for a little while. VP Lex recently spoke with her replacement and he's now up to date on the details of the project and where it stands. Spring is the ideal time to establish a new hive, but the sub-committee is not sure they'll be able to secure funding by then. VP Lex mentioned that the DCPLA Grant writer helped to write a proposal to help fund the project but unfortunately it was turned down. He has started contacting possible funding organizations in Daly City as well. Trustee Logarta will also talk to the decision maker of funding and submit the grant on their behalf for 2023. The rough estimate for the structural improvements and hive/service is \$8,000.00.

Sub Committee Report: Meeting Room Policy

Trustee Santos shared that she and VP Lex have looked into the "Public use of the Library Community Room Meeting Space Policy", how things have changed and how to prioritize the use of the space. They are trying to include as many of the branches to offer meeting room space (not just the Serramonte branch), so they are proposing to change the policy name to "Library Community Meeting Room Space Policy". The only other change proposed is for #2: Rules for Public Use, Item C: "All meeting and activities must be open to the public." possibly adding the verbiage "unless otherwise approved".

Community Engagement - Library Event Visits:

President Faapuaa shared that she didn't visit a library, but she does see Sarah around, always with a book promoting literacy. Trustee Santos shared that she's gotten feedback from the public that Ms. Sarah is a lot of fun and that they are glad story time is now available at all branches. VP Lex shared that he was at the Westlake branch months ago when it was raining and there was a big leak in the ceiling. He was wondering if that issue has been fixed. Chela mentioned that this has been an ongoing issue and they are working with Public Works to correct it.

Board Vacancy:

No update. President Faapuaa will reach out to Mayor Daus-Magbual and other council members before the next Board Meeting to encourage a nomination for the vacant board seat.

DCPLA Report:

DCPLA President Patricia Devera shared about an event they had on November 5, 2022, their inaugural Art & Lit Fest at the Serramonte Center. They had many vendors, artists, authors, and musicians participate. Along with their sponsors and their Art & Lit committee members they were able to create this event to provide a platform for the local community of artists to showcase their talent. They are planning for this to be an annual event. An upcoming event is the Daly City Youth Poet Laureate for the '23-24 year; submit applications online to dcpla.org/youthpoetlaureate by January 31, 2023. Lastly, DCPLA will be awarding two grants this year to the Daly City Public Libraries. The first one is from the Town of Colma in the amount of \$5,200 to fund the "Storywalks" installations at the Bayshore and Serramonte branches. The second one is from the Danford Fisher Henning Foundation in the amount of \$3,500 to support the library document stations for the Serramonte and John Daly libraries. The library document stations offer user friendly do-it-all stations to scan books and documents, convert to PDF and send to phone, email, print or fax. They are still in need of additional funding to complete this project and are accepting donations at dcpla.org. The Westlake and Bayshore branches already have funding for these stations. Just a reminder, if you want to help support local libraries and be a part of the DCPLA

please go to their website at dcpla.org. She announced that this will be her last month as president of DCPLA but will continue as VP in 2023. The incoming president will be Monica Devincenzi from Republic Services.

COMMUNICATIONS/ANNOUNCEMENTS:

Library Services Manager Chela Anderson announced that on November 18, 2022 is the 29th annual Trivia Challenge for Project Read of North San Mateo County. Also, regarding the Parks Passes and figuring out how to allocate them fairly, the State Parks is going to send 65 more passes by the end of November, so there will be many more in circulation.

President Faapuaa recapped the Bayshore Block Party that occurred in October. They had good weather, good turnout, lots of good food offered by food trucks, performances, and a book giveaway by the libraries. She appreciates the librarians coming through and always representing the libraries.

Library Services Manager Chela shared an email from a parent patron of the Serramonte branch to the Board asking about an item in the collections, award winning books, and books on STEM for young people. Chela did reach out to get additional information on what she was looking for, and if it was already checked out, or just not available. As of the meeting time she did not hear back from her but will update the Board when she does. The parent patron also inquired about after school programs at the library since the County is now offering an afterschool program. Chela mentioned that right now staffing a program like that would be difficult.

AGENDA BUILDING:

- Ideas for teen programming at the libraries
- Board vacancy
- Subcommittee: Bee Project
- Subcommittee: Meeting Room Policy
- Reorganization

ADJOURNMENT: The meeting was adjourned at 7:40 PM by President Faapuaa.

Next Meeting:
December 20, 2022 6:00PM
Daly City Council Chambers