

CITY OF DALY CITY

Regular Meeting - LIBRARY BOARD OF TRUSTEES

AGENDA

Tuesday, March 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.

APPROVAL OF AGENDA:

APPROVAL OF MINUTES:

1. Regular Meeting of February 21, 2023

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

2. Fiscal Year 2023 Budget
3. Potential collaboration with Chamber of Commerce and DCPLA

TRUSTEES' REPORT

4. Community engagement: Meet & Greet event
5. Teen Programming Ideas
6. Report from the Daly City Public Library Associates (DCPLA)

ANNOUNCEMENTS AND COMMUNICATIONS

7. Upcoming library programs

AGENDA BUILDING FOR NEXT MEETING

ADJOURNMENT:

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY - CIVIC CENTER COUNCIL CHAMBERS
REGULAR MEETING
MINUTES – FEBRUARY 21, 2023

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 Angella Logarta, Trustee Gary Pacheco

Trustees Absent: None

Daly City Public Library Associates: Executive Director Victoria Magbilang

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

ADMINISTRATION OF OATH OF OFFICE

Oath of Office administered by Vice Mayor Juslyn Manalo to Gary Pacheco.

ELECTION OF OFFICERS

President Faapuaa opened the floor to nominations for President and Vice President. Vice President Lex nominated President Faapuaa for President and President Faapuaa nominated Vice President Lex for Vice President. A motion was made by Vice President Lex to elect Teresa Faapuaa for President and Dr. William Lex for Vice President. Motion was seconded by Trustee Pacheco, the motion carried unanimously.

APPROVAL OF AGENDA:

Motion requested by President Faapuaa to approve the agenda for the February 21, 2023 meeting. Motion made by Vice President Lex, seconded by Trustee Pacheco. The motion carried unanimously.

APPROVAL OF MINUTES:

Motion requested by President Faapuaa to approve the minutes for the November 15, 2022 meeting. Motion made by Vice President Lex and seconded by Trustee Pacheco. The motion carried unanimously.

PUBLIC COMMENT:

Vice Mayor Juslyn Manalo thanked the Board for their service to the community. Her first experience with libraries in Daly City was with the John Daly branch. It was the hub for many of the neighborhood kids and provides technology & programming.

PRESENTATIONS:

DIRECTOR'S REPORT

Library Services Manager Chela Anderson introduced Stephanie Torres, the Project Read Literary Services Coordinator who talked about their services. Their goal is to help those who want to improve on their reading and

writing skills. They provide individualized tutoring services to low literate adults in the North San Mateo communities.

Library Service Manager Chela Anderson introduced Youth Services Librarian Sarah Spence who presented on the statewide online tutoring homework help program BrainFuse HelpNow. It's live tutoring online available 24 hours a day for English, Spanish, Language Arts and Math; and 10am-10pm for other subjects. Tutors are available in many different languages and there's also an audio option. The link to the websites are located on the youth services page and eLibrary page on the library's website. There's a writing lab that you can submit your written papers for someone to proofread with a turnaround of about 12 hours. Another feature of this website is "School Surfer". It offers extra help by offering videos and articles on things from college entrance prep test help to small home repairs and life skills.

President Faapuaa motioned to move item #11-DCPLA Report up earlier on the agenda to item #7. Trustee Pacheco seconded the motion. The motion carried unanimously.

TRUSTEES' REPORT

DCPLA Report:

DCPLA Executive Director Victoria Magbilang shared that their 10th annual St. Patrick's Day luncheon will be held on Thursday, March 16th. Also, on Thursday, April 27 at 6:30pm the Daly City Youth Poet Laureate commencement will be held at City Hall with performances by all finalists and the announcement of the winner of the 2023/24 Daly City Youth Poet Laureate. Save the date: Saturday, September 9, 2023 for the second annual Art & Lit Fest to be held at Serramonte Center.

Sub Committee Report: Bee Project

Vice President Lex reported that in late 2022, Alveole had increased their prices 60-70% and decreased their offered services & benefits. A potential source of funding – Kimco VP of Development, Michael Strahs who expressed interest informed Vice President Lex that at the business climate of real estate right now not being so good, funding won't be available at this time but he hopes it will improve and the project could be revisited. So for right now Vice President Lex recommends suspending the Bee Project until later in the year when Kimco could possibly supply funding.

Sub Committee Report: Meeting Room Policy

Library Services Manager Chela Anderson took Vice President Lex & Trustee Santos on site visits of the available meeting room spaces in the various library branches. There were only two possible spaces that would be able to accommodate meetings. Chela mentioned the meeting rooms and facility rentals handled by the Recreation Division. Currently, Recreation is looking into how to structure their meeting room rentals. Right now, they are only offering larger event spaces. Vice President Lex requested that when the meeting room information is decided on, if it could be shared with the Chamber of Commerce or himself so he can pass the information on to them.

Community engagement: Library Event Visits:

Vice President Lex visited the Westlake Branch to return and check out books. Theresa explained to Trustee Pacheco that the Board members make visits to the various branches to check in and share their experience. President Faapuaa visited the Bayshore Branch and reported low patronage.

Teen Programming Ideas:

Trustee Logarta shared that at Bank of America they have a project called "Better Money Habits" which educates young people about credit, saving & budgeting, home ownership, debt, life priorities, and steps for money

management. She was thinking of offering a seminar with these topics for teens possibly in the Spring. President Faapuaa proposed an “assembly of teens” where groups of teens of all backgrounds get together to showcase their talents, fashion, etc. Vice President Lex suggested a couple of the Board members get together and come back with a presentation so that there’s something specific to support or comment on.

COMMUNICATIONS/ANNOUNCEMENTS:

Library Services Manager Chela Anderson announced the inaugural celebration of the new San Mateo County Poet Laureate Jorge Tetl Argueta at the John Daly Branch on 02/23/23 at 5:30pm. Chela also talked about the reciprocal borrowing agreement with MARINet and NorthNet for Overdrive eBooks. It is the sharing of their eBook collections with the Peninsula Library System and vice versa through the Libby app.

Vice President Lex complimented and inquired about the suggestion forms at the Westlake Branch and if they get feedback though that. Chela noted that it’s mostly patrons who are saying they love their library.

AGENDA BUILDING:

- Fiscal 2023 Budget
- Library Trustee meet and greet with patrons
- Ideas for teen programming at the libraries

ADJOURNMENT: The meeting was adjourned at 7:24 PM by President Faapuaa.

Next Meeting:
March 21, 2023 6:00PM
Daly City Council Chambers