

CITY OF DALY CITY

Regular Meeting - LIBRARY BOARD OF TRUSTEES

AGENDA

Tuesday, October 17, 2023 - 6:00 PM

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

To watch the live telecast:

Comcast Channel 27, <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 are 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 September 19, 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:

2. Report from the Daly City Public Library Associates (DCPLA)

DIRECTOR'S REPORT

3. Departmental reorganization
4. Library Board online presence

TRUSTEES' REPORT

5. Community engagement

ANNOUNCEMENTS AND COMMUNICATIONS

6. Peninsula Library System *United Against Hate Week* Author Series
7. Inter-Library Loans with the San Mateo County Community College District Libraries
8. Staffing update
9. Upcoming events

AGENDA BUILDING FOR NEXT MEETING

ADJOURNMENT:

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY - CIVIC CENTER COUNCIL CHAMBERS
REGULAR MEETING MINUTES – SEPTEMBER 19, 2023

The meeting was called to order by President Pacheco at 6:00 PM.

ROLL CALL:

Trustees Present:

President Gary Pacheco, Vice President Dr. William Lex, Trustee Deodor Tronco, Trustee Rachel Goodman

Trustees Absent: Trustee Angella Logarta

Daly City Public Library Associates: President Monica Devincenzi

Staff Present: Library Services Manager Chela Anderson

APPROVAL OF AGENDA:

Motion requested by President Pacheco to approve the agenda for the September 19, 2023 meeting. Motion made by Vice President Lex, seconded by Trustee Goodman. The motion carried unanimously.

APPROVAL OF MINUTES:

Motion requested by President Pacheco to approve the minutes of the July 18, 2023 meeting. Motion made by Vice President Lex, seconded by Trustee Goodman. The motion carried unanimously.

PUBLIC COMMENT: None

PRESENTATIONS

Report from DCPLA:

DCPLA President Monica Devincenzi shared an update of their most recent event - The Art and Lit Fest that took place on Saturday, September 9, 2023 at the Serramonte Center. There was dancing, poetry, interactive art, an author talk, over 30 vendors and bilingual storytime (English/Spanish and English/Tagalog). This was the second year of the Art and Lit Fest and they are hoping that it will go on for a third year. The DCPLA is also getting ready to announce their '23-'24 Daly City Youth Poet Laureate competition. Applications and submission of five original pieces will be due at the end of January 2024.

DIRECTOR'S REPORT

Zip Book Program:

Library Services Manager Chela Anderson presented on the Zip Books Program. Daly City Libraries recently became a Zip Books Library in August. This program has been going on for several years now and is funded by the State of California. It currently has about one hundred participating libraries. Patrons can request a book that the library doesn't own, the book is ordered and shipped directly to the patron by Amazon, the patron returns the book to a Daly City library and the book is then processed, cataloged and added to the library collection. There are eligibility rules from the grant that must be met in order for a book to be ordered.

Summer Learning Challenge 2023:

Library Services Manager Chela Anderson shared that it was a successful Summer Learning Challenge. They had 4,917 participants, 5,350 books were given out, 123 in-library programs with 4,501 attendees, 22 outreach programs with 1,730 attendees, 20 school visits and 18 teen volunteers.

California Humanities Library Innovation Grant: Taste of the Top of the Hill: A Community Gathering at John Daly Library:

Library Services Manager Chela Anderson talked about the “Taste of the Top of the Hill” event taking place on Wednesdays, October 11, 2023 and November 15, 2023 5pm-7pm at the John Daly branch. Through a grant from California Humanities, The National Endowment of Humanities, and The State of California, free samples of food from neighboring restaurants and markets will be offered.

Back to School Programs and Services:

Library Services Manager Chela Anderson shared that their libraries offer class/school visits and depending on the age of the children, they have storytime, an activity, library tours, library card sign-ups and checking out books. The library will also do assemblies at schools if invited. They also participate with the Tiny Tot program at Westlake as well. Students use the library to hang out after school, use online resources, and homework help website “BrainFuse” -free online tutoring offered in several languages.

TRUSTEES’ REPORT

Potential Collaboration with Chamber of Commerce and DCPLA:

Vice President Lex shared that he attended a meeting with DCPLA Vice President Patricia Devera, Library Services Manager Chela Anderson, and Executive Director of Daly City/Colma Chamber of Commerce to discuss potential ways to collaborate between the Chamber, DCPLA, Board of Trustees and library branches. The Chamber of Commerce has an impressive presence on social media and has worked with DCPLA to showcase their events on their social media accounts. They also talked about mutual support by attending each others’ events.

COMMUNICATIONS/ANNOUNCEMENTS:

Library Services Manager Chela Anderson announced that with the bad air quality from the wildfires, the large air cleaners they received from San Mateo County have been deployed in the libraries to offer respite spaces for the community. Also, at the Monday, September 25, 2023 Council meeting, they will be taking a look at re-organizing the Department of Library and Recreation Services from an administrative perspective, possibly restoring them into separate departments.

AGENDA BUILDING: None

ADJOURNMENT: The meeting was adjourned at 6:49 PM by President Pacheco.

**Next Meeting:
October 17, 2023 6:00PM
Daly City Council Chambers**