

CITY OF DALY CITY

Regular Meeting - LIBRARY BOARD OF TRUSTEES

AGENDA

Tuesday, January 16, 2024 - 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 November 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:

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

DIRECTOR'S REPORT

3. Fiscal year 2024-2025 budget

TRUSTEES' REPORT

4. Library Board online presence

ANNOUNCEMENTS AND COMMUNICATIONS

AGENDA BUILDING FOR NEXT MEETING

ADJOURNMENT:

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY - CIVIC CENTER COUNCIL CHAMBERS
REGULAR MEETING MINUTES – NOVEMBER 21, 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: N/A

Staff Present: Library Director Chela Anderson, City Attorney Rose Zimmerman

APPROVAL OF AGENDA:

Motion requested by President Pacheco to approve the agenda for the November 21, 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 October 17, 2023 meeting. Motion made by Vice President Lex, seconded by Trustee Goodman. The motion carried unanimously.

PUBLIC COMMENT: None

PRESENTATIONS

Ralph M. Brown Act:

Daly City City Attorney Rose Zimmerman gave the Board a brief overview of the Brown Act: what defines a meeting and requirements to hold a meeting.

DIRECTOR'S REPORT

Facilities update:

Library Director Chela Anderson shared facilities updates: First, the Westlake library HVAC and roof replacement project. The HVAC units had reached the end of their expected life so they were replaced. After being replaced, leaks were found and repaired under the warranty; however months later it began leaking again. The issue is not resolved yet however it is being worked on between the contracted parties and Public Works. Second, the Serramonte ADA upgrade project is still in the design phase; assessing best lighting, placement and pricing, but the project is on track. Lastly, a possible future project being talked about between the City and Peninsula Clean Energy is putting solar panels on our city facilities. This is currently in the assessment phase.

TRUSTEES' REPORT

Community Engagement:

Trustee Tronco shared that he attended the second "Taste of the Top of the Hill" event at the John Daly branch and reported it was a nice time and a great turnout.

COMMUNICATIONS/ANNOUNCEMENTS

Holiday Hours:

Library Director Chela Anderson shared that holiday hours this year have been expanded. On the Fridays before Christmas Eve and New Years Eve the libraries will be open for a half day while on the Mondays after Christmas and New Years the libraries will be closed. All other days, the libraries will be open as scheduled.

Report on behalf of the DCPLA:

Library Director Chela Anderson announced that the DCPLA is currently in the process of seeking their '24-'25 Daly City Youth Poet Laureate. Visit their website at dcpla.org for information on applying. At the next City Council meeting DCPLA will be presenting a grant made possible by the town of Colma that will be used to replace an early literacy computer at the Serramonte branch and also provide additional Launchpads.

Upcoming programs and events:

Library Director Chela Anderson shared:

- "Family Night Bring on the Holidays" will be on December 1, 2023 from 4:00 pm - 7:00 pm at the Bayshore Community Center and Library. They will have a parol workshop, crafts, treats, storytime and free books.
- Project Read's 30th annual Trivia Challenge is on December 8, 2023 at the South San Francisco Conference Center. For more information and registration visit www.ssf.net/trivia
- New Year Kids Party on December 27, 2023 at 6:00 pm at the John Daly branch. They will have story time, a craft and balloon drop.

AGENDA BUILDING

The Board discussed whether or not they will have a meeting next month. Schedules need to be confirmed and then they will decide from there.

ADJOURNMENT

The meeting was adjourned at 6:56 PM by President Pacheco.

Next Meeting:
December 19, 2023 6:00PM
Daly City Council Chambers