

CITY OF DALY CITY

Regular Meeting - LIBRARY BOARD OF TRUSTEES

AGENDA

Tuesday, February 20, 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 January 16, 2024

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)
3. Opioid overdose prevention with naloxone

DIRECTOR'S REPORT

TRUSTEES' REPORT

4. Library Board online presence
5. Community and library outreach

ANNOUNCEMENTS AND COMMUNICATIONS

AGENDA BUILDING FOR NEXT MEETING

ADJOURNMENT:

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY - CIVIC CENTER COUNCIL CHAMBERS
REGULAR MEETING MINUTES – JANUARY 16, 2024

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, Trustee Angella Logarta

Trustees Absent: None

Daly City Public Library Associates: DCPLA Executive Director Victoria Magbilang

Staff Present: Library Director Chela Anderson

APPROVAL OF AGENDA:

Motion requested by President Pacheco to approve the agenda for the January 16, 2024 meeting. Motion made by Vice President Lex, seconded by Trustee Logarta. The motion carried unanimously.

APPROVAL OF MINUTES:

Motion requested by President Pacheco to approve the minutes of the November 21, 2023 meeting. Motion made by Trustee Logarta, seconded by Vice President Lex. The motion carried unanimously.

PUBLIC COMMENT: None

PRESENTATIONS

Report from DCPLA:

DCPLA Executive Director Victoria Magbilang shared a few upcoming events and announcements:

- March 14, 2024 is their annual St. Patrick's Day Luncheon at the Colma Community Center. It's open to current members of the DCPLA.
- January 31, 2024 is the deadline for applications for the next Daly City Youth Poet Laureate. The Commencement event will be on April 25, 2024 at Daly City City Hall.
- They recently got a new grant from the Gordon L. King Jr. Memorial Fund that will be going toward some study carrels.

DIRECTOR'S REPORT

Fiscal Year 2024-2025 Budget:

Library Director Chela Anderson presented an overview of the Fiscal Year 2025 Library operating budget. There are three parts to the budget: Salaries and Benefits - Full-time and part-time staff's wages and benefits, Fixed Charges - the department's share of City costs such as phones, IT, building maintenance, custodial, etc, and Discretionary - supplies and services. In comparison to Fiscal Year 2024, there is minimal difference in the

amount being requested for Fiscal Year 2025, and similar revenue being projected; not taking into account any grants that will be received in the future.

TRUSTEES' REPORT

Library Board Online Presence:

Library Director Chela Anderson shared that the Board members' photos have been posted on the Daly City website and inquired if they were interested in adding short bios. The Board agreed they would send their bios along with "personal favorites" or "currently reading" titles to Chela to add to their website.

COMMUNICATIONS/ANNOUNCEMENTS

Upcoming programs and events:

Library Director Chela Anderson shared:

- There's a vacancy for a Librarian III position at the Serramonte branch, interested candidates should apply on the CalOpps website.
- Large displays provided by San Mateo County's Office of Human Trafficking are up in all library branches to bring awareness about human trafficking.

DCPLA Executive Director Victoria Magbilang shared that the Peninsula Book Collaborative in partnership with the DCPLA is a non-profit used book store that was started by a former member of the DCPLA Board of Directors. They are located in the Westlake Shopping Center and are open Thursday - Sunday and run by volunteers.

AGENDA BUILDING

- Vice President Lex is hoping to get more information from San Mateo County Health on drug use and the possibility of having Narcan training.
- The Board will revisit their online presence.
- Community and library visits

ADJOURNMENT

The meeting was adjourned at 6:52 PM by President Pacheco.

Next Meeting:
February 20, 2024 6:00PM
Daly City Council Chambers