

CITY OF DALY CITY

Regular Meeting - LIBRARY BOARD OF TRUSTEES

AGENDA

Tuesday, October 21, 2025 - 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/@DalyCityGov/streams>, <https://www.dalycity.org/agendas>, or Comcast Channel 27

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:

1. Regular meeting of October 21, 2025

APPROVAL OF MINUTES:

2. Regular meeting of July 15, 2025

PRESENTATIONS:

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

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.

DIRECTOR'S REPORT

4. Behavior Policy draft revisions

TRUSTEES' REPORT

5. DCPLA/Library Board Collaboration on Community-Driven Giving
6. Library funding

ANNOUNCEMENTS AND COMMUNICATIONS

AGENDA BUILDING FOR NEXT MEETING

ADJOURNMENT:

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY - CIVIC CENTER COUNCIL CHAMBERS
REGULAR MEETING MINUTES – JULY 15, 2025

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

ROLL CALL:

Trustees Present:

President Deodor Tronco, Vice President Rachel Goodman, Trustee William Lex, Trustee Gary Pacheco, Trustee Angella Powell

Trustees Absent: None

Daly City Public Library Associates: DCPLA CFO Natalia DeVera

Staff Present: Library Director Chela Anderson

ELECTION OF OFFICERS:

Trustee Lex motioned to postpone the election of officers until all Board members are present, Trustee Powell seconded the motion, the motion carried unanimously.

APPROVAL OF AGENDA:

Motion requested by President Tronco to approve the agenda for the July 15, 2025 meeting. Motion made by Trustee Powell, seconded by Trustee Pacheco. The motion carried unanimously.

APPROVAL OF MINUTES:

Motion requested by President Tronco to approve the minutes of the May 20, 2025 meeting. Motion made by Trustee Lex, seconded by Trustee Powell. The motion carried unanimously.

PUBLIC COMMENT:

None

PRESENTATIONS

Report from DCPLA:

DCPLA CFO Natalia DeVera shared the following announcement:

- Save the date of September 27, 2025 for their 4th annual Art & Lit Fest at Serramonte Center from 11:00 am – 3:00 pm. All their vendor tables have been filled; however, they still have space in their art gallery. More information is available on their website: www.dcpla.org.

DIRECTOR'S REPORT

Collection Development Policy:

Library Director Chela Anderson shared that the California Freedom to Read Act put in some requirements for public libraries that receive any kind of funding to have a collection development policy. She brought a draft

for the Board to review and make or suggest any changes. Trustee Lex motioned to approve the amended policy, seconded by Trustee Pacheco. The motion carried unanimously.

TRUSTEES' REPORT

DCPLA/Library Board Collaboration on Community-Driven Giving:

Library Director Chela Anderson shared that there's a sub committee of the Library Board working with one member of the DCPLA Board on a project to do grant giving that's based on input from the community. Chela shared the draft of the survey that will be gathering input from the community for the Board to review and get feedback before implementing. President Tronco asked if the survey would be provided in other languages. Chela added that the DCPLA Board generously agreed to fund the project with \$5,000.00. They are planning to distribute the surveys online as well as have paper copies available. President Tronco motioned for approval of the survey, seconded by Trustee Pacheco. The motion carried unanimously.

Library Funding:

Library Director Chela Anderson shared information on the process and challenges of getting measures placed on a ballot for establishing library funding. Public resources cannot be used for political purposes, so you need to get a lot of people to donate and volunteer. Chela shared an opportunity with the Board to attend an online training offered by the California Library Associates on the Ursula Meyer Advocacy Fund. Trustee Lex attended and shared two take aways: "The campaign begins at the counter." and "Every library is a PAC.". Trustee Lex and President Tronco volunteered to form a subcommittee to further discuss and research what's available for Daly City. They will also ask Clayton Koo of DCPLA if he is able to join them.

COMMUNICATIONS/ANNOUNCEMENTS

Library Director Chela Anderson shared the following:

- Supervisor Jackie Spear brought a proposal for the Peninsula Library System to be awarded a Measure K grant for \$50,000.00 to develop programming over the course of a year. Each library would have an opportunity to apply for some of that funding up to \$5,000.00.
- Trustee Pacheco shared that he visited the Westlake branch for the first time and Karen gave him a tour.
- Trustee Goodman shared that she participated in San Mateo Libraries quarterly trivia night, it was a lot of fun.

ELECTION OF OFFICERS

Trustee Lex motioned to open nominations for the office of President, seconded by Trustee Pacheco. Trustee Powell nominated Trustee Lex, Trustee Lex nominated Trustee Goodman, Trustee Pacheco nominated Trustee Tronco. Trustee Lex motioned to close nominations; Trustee Pacheco seconded. Library Director Chela Anderson called for votes of the nominated Trustees. Zero votes for Trustee Lex, four votes for Trustee Goodman, and one vote for Trustee Tronco; Trustee Goodman is President. Trustee Tronco opened the floor for nominations for Vice President. President Goodman nominated Trustee Lex, he accepted; Trustee Pacheco nominated Trustee Powell, she declined the nomination. Trustee Tronco motioned to close nominations; Trustee Pacheco seconded. Chela called for votes of the nominated trustee; five votes for Trustee Lex. Trustee Lex is Vice President.

AGENDA BUILDING

- Follow up on the DCPLA collaboration
- Follow up on the California Library Association webinar regarding library funding

ADJOURNMENT

The meeting was adjourned at 6:40 PM by President Goodman.

**Next Meeting:
August 19, 2025 6:00PM
Daly City Council Chambers**

DALY CITY PUBLIC LIBRARY

BEHAVIOR POLICY

The Daly City Public Library strives to provide services and materials to the public in an environment conducive to their use. Visitor-initiated activities, behaviors and conditions that interfere with the basic functions of the Library will be considered grounds for action by Library staff. Staff action may include cautions, warnings or requests for offending visitors to leave the building. Staff will call the police if needed for assistance in restoring order. Any staff action may be appealed to the ~~Director of Library and Recreation Services~~Library Director for reconsideration.

Prohibited activities, behaviors & conditions include but are not limited to:

- Activities not permitted by law
- Altering the functions of library computers for undesignated purposes
- Blocking entrances, exits or access to library materials
- Bringing bicycles, skates, skateboards, hover boards, or other large, wheeled conveyances that can't be carried and would potentially block walkways into the building
- Bringing pets into the building (except ~~assistive animals~~for service animals that are trained to do work or perform tasks for an individual with a disability in compliance with Americans with Disabilities Act (ADA) regulations or animals that are part of a library program)
- Displaying graphic content, specifically content that is obscene or harmful to minors, from a computer, phone, or mobile device that is visible in any public area
- Disruptive conduct
- Eating, except as part of a Library-sponsored program~~Eating~~; beverages permitted if in a closed container; alcoholic beverages are not permitted in the Library
- Entering restricted areas without permission
- Harassing, following or threatening others
- Leaving ~~young~~ children under 10 or people of any age requiring caregiver supervision unattended
- Monopolizing library space, furniture, electrical outlets or equipment to the exclusion of other patrons or staff
- Moving or rearranging furniture or equipment~~to new groupings~~
- Obstructing aisles, furnishings and equipment with personal belongings that may create an obstacle or hazard for others
- Odors, scents and bodily hygiene so offensive as to constitute a nuisance to others (Shirts and shoes required in Library)
- Photography and filming that interferes with Library operations or infringes on the right of library patrons to access knowledge and information freely and confidentially.
- Putting feet on tables or chairs

- Refusing to leave building at closing time, when directed to do so by library staff, or during an emergency evacuation
- Running
- Sleeping
- Smoking or vaping
- Soliciting
- Talking loudly or making excessive noise that interferes with the use of the library by others (mobile phones are permitted in the Library if they are muted and any conversation takes place in a library appropriate speaking voice.)
- Using Library restrooms for purposes other than handwashing and toilet use including bathing, laundry, clogging plumbing, and any other activity that interferes with other library users' ability to use the restroom
- Verbal communication or non-verbal attention that is willful, malicious, or repeated harassment

Endorsed by the Library Board of Trustees: 11/17/98; Revised: 11/19/02, 1/21/03, 1/16/07, 6/18/08, 10/19/10, 05/21/13, 07/16/13, 07/21/21