

CITY OF DALY CITY

Regular Meeting - LIBRARY BOARD OF TRUSTEES

AGENDA

Tuesday, March 17, 2026 - 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:

ADMINISTRATION OF OATH OF OFFICE

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.

1. Angella Powell

2. Christina Luna

ROLL CALL:

PRESENTATIONS:

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

APPROVAL OF AGENDA:

4. Regular meeting of March 17, 2026

APPROVAL OF MINUTES:

5. Regular meeting of February 17, 2026

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

6. Updated Library Card Policy

7. Radon Gas Monitors in the Library of Things collection

8. Wheelchair charging stations

9. Facilities updates

TRUSTEES' REPORT

10. DCPLA/Library Board Collaboration on Community-Driven Giving

11. Library funding

12. Library field trips

ANNOUNCEMENTS AND COMMUNICATIONS

AGENDA BUILDING FOR NEXT MEETING

ADJOURNMENT:

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY - CIVIC CENTER COUNCIL CHAMBERS
REGULAR MEETING MINUTES – FEBRUARY 17, 2026

The meeting was called to order by President Goodman at 6:12 PM.

PLEDGE TO THE FLAG

ROLL CALL:

Trustees Present: President Rachel Goodman, Vice President Dr. William Lex, Trustee Deodor Tronco

Trustees Absent: None

Daly City Public Library Associates: DCPLA Board member Bernie Vidales

Staff Present: Library Director Chela Anderson

APPROVAL OF AGENDA:

Motion requested by President Goodman to approve the Agenda for the February 17, 2026 meeting. Motion made by Vice President Lex and seconded by Trustee Tronco. The motion carried unanimously.

APPROVAL OF MINUTES:

Motion requested by President Goodman to approve the Minutes of the October 21, 2025 meeting. Motion made by Vice President Lex and seconded by Trustee Tronco. The motion carried unanimously.

PRESENTATIONS:

Report from the DCPLA:

DCPLA Director Bernie Vidales announced:

- The 13th annual St. Patrick's Day luncheon invitations went out. This fundraiser raises money for Fund the Need projects and the summer reading scholarship.
- The '22-'23 Daly City Youth Poet Laureate winner Chloe Chou won a regional competition and will be competing in the National Youth Poet Laureate in Omaha, Nebraska at the end of April.

PUBLIC COMMENT

None

DIRECTOR'S REPORT

Updated Behavior Policy:

Library Director Chela Anderson brought the Behavior Policy back with the changes suggested at the last meeting. She shared that she received positive feedback from the library managers regarding the changes.

Library Card Policy:

Library Director Chela Anderson shared the changes made to the Library Card Policy. She explained that there was a discussion amongst the managers regarding digital IDs. Patrons have brought in photocopies and photos of their IDs which isn't the same as the digital IDs through the DMV; this was addressed and clarified. Also updated was that they are fine free and the reference to the debt collection agency was removed. She asked for feedback or any questions. Vice President Lex questioned the wording on the third paragraph and proposed a re-wording of it. He also questioned whether or not guardians needed to be legal guardians - they do not; and what "limited borrowing" meant - three items and access to computers. President Goodman requested a motion to accept the revised Library Card Policy with the recommended change of wording to paragraph three. Vice President Lex motioned, Trustee Tronco seconded, the motion was unanimously approved.

TRUSTEES' REPORT

DCPLA/Library Board Collaboration on Community Driven Giving:

Library Director Chela Anderson reported that they received sixteen paper surveys and seventeen online surveys back so far. They will try posting about it on social media again and put up more signage in the libraries to encourage more responses before moving forward with reviewing them. Vice President Lex suggested setting a deadline so they can move forward with making a decision and recognizing the person with the winning suggestion. They agreed to set a deadline for the end of March. They will also promote it at the upcoming DCPLA St. Patrick's Day luncheon.

Library Funding:

Vice President Lex shared an update based on an email from DCPLA Board member Clayton Koo who has been working on setting a meeting with City Council. The council committee schedule may be finalized by next week and then a meeting can be scheduled to meet with representative members of the City Council.

Project Read Trivia Challenge:

Library Director Chela Anderson shared that President Goodman and Vice President Lex attended the 32nd annual Project Read Trivia Challenge fundraiser; which raises funds for adult literacy services.

Library Field Trips:

President Goodman shared that she visited several branches of the Seattle public library in October. They have many branches and are all unique in their own way. Every branch has a "banned book" section which she thought would be a great addition to Daly City libraries. They also have a section called "Peak Picks" which is similar to the Daly City branches "Lucky Day" collection that features new and popular titles. She and Chela talked about possibly renaming it "Foggy Features". She also found a "Grab and Go" section where patrons can just take books without checking them out and return them the next time they are in town. Chela noted that at Daly City branches, it's called "Honorbacks" - you return them on your honor. Other offerings she learned about were a "Staff Picks" section, branch stamps and branch postcards. She also recommended watching the documentary "The Librarians" on PBS and is hoping somehow a showing at the library would be possible.

COMMUNICATIONS/ANNOUNCEMENTS

None

AGENDA BUILDING

- Approved Library Card Policy
- Library Funding
- Library Field Trips
- Update on “The Librarians” screening

ADJOURNMENT

The meeting was adjourned at 7:00 PM by President Goodman.

**Next Meeting:
March 17, 2026 6:00PM
Daly City Council Chambers**

DALY CITY PUBLIC LIBRARY

LIBRARY CARD POLICY

The Daly City Public Library issues library cards to residents of the State of California free of charge. Library card applicants may apply for, receive a card, and use it immediately if they present acceptable identification and verification of current residential address.

Cardholders must present their library card to check out items from the library and must notify the library immediately if their library card is lost or stolen. There is no fee to replace lost or damaged library cards.

In accordance with the Daly City Public Library's Right of Privacy Policy, the library will not disclose library circulation records kept for the purpose of identifying the borrower of library items. However, records of fees imposed will be disclosed at the request of the cardholder, a parent or guardian of a minor cardholder, when required by legal authority, or to authorized library personnel.

To obtain information about their library account from library staff, the cardholder must present their library card or acceptable identification. Parents and guardians, if listed in the library account, may request information regarding their child's account in order to pay fees, identify lost items, etc. provided that the child and/or library card is present.

To obtain a card, the following requirements must be met:

Children under age 14

- There is no age requirement to obtain a library card.
- Both child and parent/guardian must be present when the application is submitted to obtain a library card. The signature of a parent or guardian is required on applications for library cards for children under age 14.
- Parents or guardians of minor children must present acceptable identification and verification of current residential address for the child to receive a library card.
- The parent or guardian is responsible for all materials charged to their child's library card.

Teens age 14 -17

- Teens may present high school photo ID and verification of their current residential address as outlined below to obtain a library card.
- Alternately, a teen may register with a parent/guardian. The parent/guardian must present acceptable identification and verification of their current residential address as outlined below.

- If the parent or guardian has signed the registration form, they are responsible for all materials charged to their child's library card. If the teen has registered on their own, they assume responsibility for all materials charged to their library card.

Adults 18 and over

- Adults must present one acceptable identification and verification of their current residential address as outlined below.
- Adult borrowers assume responsibility for all materials charged to their library cards.

Acceptable Identification

The Library requires government-issued, school, or employer identification with the applicant's photo on it, such as, but not limited to:

- CA driver's license, OR
- CA Department of Motor Vehicles identification card, OR
- Government-issued digital ID stored in an app or mobile phone wallet (photocopies or photographs of ID not accepted)

Address Verification

Verification of current residential address is required for full borrowing privileges. Acceptable address verification must have the full name of the applicant. If current residential address is printed on presented CA driver's license or DMV identification card, no further verification is required. Other acceptable address verification includes:

- Utility bill/telephone bill/bank statement/credit card statement (printed or online)
- First-class mail postmarked within the past 30 days (bulk mail including credit card offers not acceptable)
- Imprinted bank check or deposit slip
- Current rent receipt or rental agreement (dated within last 30 days)
- Medi-Cal card
- Vehicle registration
- Voter registration card
- Pay Stub

A P.O. Box or General Delivery address are not acceptable as address verification but may be listed as a *mailing address*.

Limited borrowing privileges will be granted to those unable to provide acceptable verification of current residential address.

Adopted by the Daly City Public Library Board of Trustees: 4/20/99

Revised: 2/20/08, 05/21/13, 04/19/2016, 02/17/2026