



**CITY OF SAN MATEO
LIBRARY BOARD OF TRUSTEES
March 28, 2016
Meeting Minutes**

1. CALL TO ORDER

Susan Monroe, President of the Library Board of Trustees, called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE & ROLL CALL

Ms. Monroe led those in attendance with the Pledge of Allegiance. Roll call was conducted and present were Library Board members Dr. Albert Acena, Don Hill, Susan Monroe, and Megan Myers, City Librarian Ben Ocón, Library Foundation Executive Director Kate Korsh, and Librarians Michelle Baute and Matthew Conciatori, Accounting Assistant Deanna Lopez, and Literacy Program Coordinator Lisa Smartt.

3. CONSENT CALENDAR ADOPTION

Motion to approve the consent calendar was made by Mr. Hill, seconded by Ms. Myers, and the motion passed 4-0.

4. COMMUNICATIONS

The California Public Library Advocates Spring Workshop will be held at the Redwood City Library on April 23rd from 10:00 a.m.-2:00 p.m. The theme of this year's workshop is—"If Not Now, When? Working Together Politically, Financially and Strategically."

5. OLD BUSINESS

A. Report by Collaborative Committee (Comprised of Library Trustees and Library Foundation Board members): Mr. Hill shared highlights from the March 10th meeting including:

- The San Mateo Public Library will host a Naturalization Ceremony on Friday, June 17th, that will feature U.S. House of Representative Jackie Speier as speaker.
- The book discussion program that has been set up to discuss this year's Gala book, *The Amazing Adventures of Kavalier and Clay* by Michael Chabon, will meet on Wednesday, April 6th from 12-1:30pm in the Cedar Room.

B. Flag Ceremony at April 4th City Council Meeting: Mr. Ocón and the Library Board finalized plans for conducting the flag ceremony and the distribution of Library brochures and National Library Week bookmarks at the April 4th City Council meeting.

C. Recommendation to Eliminate Fines on Library Cards of Children and Teens: The Library Board discussed the recommendation by the PLS Administrative Council to eliminate fines on library cards of children and teens. Motion was made by Dr. Acena, seconded by Mr. Hill, and the motion received a 2-2 vote and did not pass. Mr. Ocón will communicate to the PLS Council that San Mateo's Library Board was unable to reach a consensus in support of the recommendation.

6. NEW BUSINESS

A. New Library Staff: The following new Library staff were introduced and each shared a brief summary of their professional backgrounds: Deanna Lopez, Accounting Assistant II, Administrative Office; Michelle Baute, Librarian I, Information Services, Main Library; Matthew Conciatori, Librarian I, Information Services, Hillsdale Branch; and Lisa Smartt, Literacy Program Coordinator, Project Read.

- B. Day in the District Visits to Local Legislators: Mr. Hill and Dr. Acena each gave a brief summary on their visits to the offices of Assembly Member Kevin Mullin (22nd Assembly District) on March 23rd and Senator Jerry Hill (13th Senate District) on March 24th. Mr. Ocón shared how this is a good opportunity for the Library Board to fulfill their advocacy roles on behalf of the libraries throughout the state.
- C. 10th Anniversary Milestone of Main Library, August 27, 2016: Board members provided advisement to Mr. Ocón on possible ways to celebrate the 10th anniversary of the Main Library. Mr. Ocón will convene a task force to help plan the activities and will keep the Board abreast of the progress.

7. REPORTS

- A. Library Board President: No report.
- B. City Librarian:
 - Innovation Week Activities, May 16-20: The Library will partner with San Mateo's Economic Development Growth Enterprise (EDGE) to host the 3rd Annual Innovation Week activities in the Main Library (May 16-20).
 - Frances Bohannon Nelson Children's Author Program: The Library will host the inaugural Frances Bohannon Nelson Children's Author Program on May 5th featuring Gail Carson Levine, author of *Ella Enchanted* (a Newbery Honor book).
 - Citizenship Corner Forthcoming: As part of the Naturalization Ceremony on June 17th, the Library will establish a "Citizenship Corner" in the Main Library where information about the naturalization process will be available to the community.
 - National Library Week, April 10-16: The theme of this year's National Library Week is "*Libraries Transform.*" StoryCorps, a nonprofit whose mission is to record the stories of individuals from all walks of life and from all corners of the country, will be at the Library to record the stories of our community members.
 - Marina Branch's 50th Anniversary: There will be a 50th anniversary celebration at the Marina Branch on Tuesday, April 12th at 11:30am.
- C. Library Foundation Representative: Ms. Korsh shared that the Literary Society, the Foundation's auxiliary, is planning the upcoming annual Author's Gala on April 30th.

8. AGENDA BUILDING

Mr. Ocón advised that there will be an update on the Technology Lending Program at the next Library Board meeting on April 25th.

9. ADJOURNMENT

Ms. Monroe adjourned the meeting at 7:38 p.m.

Next Meeting: The Library Board will next meet on **April 25, 2016, 6:00 p.m. Cedar Room, Main Library**

Submitted by:



Dr. Al Acena, Vice-President

Date: April 15, 2016