



BOARD MEMBERS

Elizabeth De Winter, President
Don Hill, Vice President
Megan Myers, Secretary
Dr. Albert Acena
Susan Monroe



AGENDA

LIBRARY BOARD OF TRUSTEES MEETING

Monday, July 25, 2016
6:00 p.m.

San Mateo Main Library, Cedar Room
55 West Third Avenue
San Mateo, California 94402

OPENING

- Welcome & Pledge of Allegiance – Don Hill, Library Board Vice-President
- Roll Call -- Dena Gomez, Executive Assistant

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by one motion without discussion. If discussion is desired, that item may be removed and considered separately.

1. BOARD OF TRUSTEES MINUTES APPROVAL
Approve the Library Board of Trustees meeting minutes of June 27, 2016.
2. FINANCIAL REPORT
Approve the Financial Report for the month of June 2016.
3. GIFTS
Accept gifts received by the San Mateo Public Library during the month of June 2016.

PUBLIC COMMENT

Persons wishing to comment on any item not appearing on the agenda may submit to the Executive Assistant a "Request to Speak" form. State law prevents the Board from taking action on any matter not on this agenda. Comments may be referred to staff for further review.

COMMUNICATIONS

4. CERTIFICATION OF POPULATION FIGURES FOR 2016-17
Letter from Greg Lucas, State Librarian, California State Library, certifying the population served by each public library in the State of California.
5. BOARD AND COMMISSIONER ANNUAL APPRECIATION DINNER, SEPTEMBER 23, 2016
The City Clerk's office has issued a "save-the-date" communication on behalf of Mayor Joe Goethals and the City Council for the Board and Commissioner Annual Appreciation Dinner ("Lobster Clambake") on Friday, September 23, 2016, at 5:30 p.m. at the Senior Center.

OLD BUSINESS

6. CONTINUE PLANNING FOR 10TH ANNIVERSARY ACTIVITIES

City Librarian Ben Ocón will share an update on the planning for the 10th Anniversary activities (week of August 21-27). The Library Board will provide advisement on the planning of functions for community members to share suggestions on the Library's service priorities in the next 10 years.

7. COLLABORATION COMMITTEE UPDATE

Library Board member Don Hill will share an update from the Collaboration Committee.

NEW BUSINESS

8. OVERVIEW OF SAFETY OVERSIGHT AT THE LIBRARY

Jan Busa, Management Analyst II, will present an overview of safety measures practiced at the San Mateo Public Library including information about the Library's Safety Team.

9. NEW MISSION, VALUES, ORGANIZATIONAL PRINCIPLES (CITY OF SAN MATEO)

City Librarian Ben Ocón will share information about the City's new Mission, Values and Organizational Principles that were developed as part of the City's High Performance Organization project.

REPORTS

10. LIBRARY BOARD PRESIDENT

11. CITY LIBRARIAN

12. LIBRARY FOUNDATION REPRESENTATIVE

ANNOUNCEMENTS

13. LIBRARY BOARD MEMBERS WILL SHARE UPDATES OF FUNCTIONS ATTENDED IN THEIR ROLE AS TRUSTEES

AGENDA BUILDING

14. LIBRARY BOARD MEMBERS WILL PROPOSE AGENDA TOPICS FOR FUTURE BOARD MEETINGS

ADJOURNMENT

Agendas are posted on the City's website by the Friday preceding each Board Meeting. Any supplemental material distributed to members of the Board of Trustees after the posting of this agenda will be available for public review in the Library's Administrative office.

In compliance with the Americans with Disabilities Act, those with disabilities requiring special accommodations to participate in this meeting may contact the Library Administrative Office at (650) 522-7802 or libraryboard@cityofsanmateo.org. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.