

City of Daly City  
*Regular Meeting*  
**LIBRARY BOARD OF TRUSTEES**

Tuesday, July 16, 2013 – 6:00 p.m.  
City Hall Council Chambers – 2<sup>nd</sup> Floor  
333 – 90<sup>th</sup> Street, Daly City, CA 94015

For those wishing to address the Library Board of Trustees on any Item on the Agenda or under Public Appearances/Oral Communications, please complete a Speaker Card located at the entrance to the City 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 Library and Recreation Services Department as soon as possible prior to the meeting.

**CALL TO ORDER**

**PLEDGE TO THE FLAG**

**ROLL CALL**

**APPROVAL OF AGENDA** (Action)

**APPROVAL OF MINUTES – May 21, 2013** (Action)

**REPORTS**

1. Director's Report:
  - a. Revised Behavior Policy – Anderson (Action)
  - b. Books4U Grant – Rees (Presentation)
  - c. Revised Collection Development Policy – Gomberg (Presentation)

**ANNOUNCEMENTS AND COMMUNICATIONS**

**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.

**ADJOURNMENT**

Next Meeting: 6:00 p.m., Tuesday, August 20, 2013

***AVAILABILITY OF PUBLIC RECORDS:***

*All public records relating 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 333-90<sup>th</sup> 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.*

## 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 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 into the building
- Bringing pets into the building (except assistive animals)
- Disruptive conduct
- Eating (drinking may be restricted at some locations)
- Harassing, following or threatening others
- Leaving young children unattended
- Moving furniture to new groupings
- Obstructing aisles, furnishings and equipment with skateboards, scooters, packages, computer cables, personal belongings or any other objects 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)
- Photographing library staff or visitors without permission
- Putting feet on tables or chairs

- Running
- Sleeping
- Smoking
- 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.)

Adopted 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