

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY CIVIC CENTER – COUNCIL CHAMBERS
MINUTES – MARCH 19, 2013

The meeting was called to order by President Dorie Paniza at 6:00 p.m.

PLEDGE TO THE FLAG

ROLL CALL

Library Board of Trustees Present:

President Dorie Paniza, Vice President Bradley Roxas, Trustees Michael Maysenhalder, Erlinda Galeon, and Arlene Encarnacion

Staff Present:

Acting Director Joseph Curran, Library Services Manager Chela Anderson, Librarian II Liz Hickock

APPROVAL OF MINUTES

Library Board of Trustees

Motion made by President Paniza to approve the February 19, 2013 Minutes. Trustee Maysenhalder requested clarification on the Brainfuse versus HomeworkNow library services. Vice President Roxas moved to approve the minutes and seconded by Trustee Galeon. Unanimously approved.

APPROVAL OF AGENDA

Library Board of Trustees

Motion made by President Paniza to approve the agenda. Trustee Maysenhalder made a motion to add the film screening of the *Daly City: Growing Up in America* video as an emergency item to the agenda and Trustee Roxas seconded. Unanimously approved. Roll Call vote taken and unanimously approved.

REPORTS

1. Director's Report:

- a. Overview of New Teen Programming at Westlake Library – Liz Hickock
(Presentation)

Liz Hickock explained that the Westlake Library is uniquely situated between three Daly City middle schools: Tobias, Ben Franklin, and OLM. Further, Ms. Hickock explained that often middle school students visit the library in order to study, relax, and socialize. The students' activity within the library has caused complaints from some of the more traditional library users. In response, Ms. Hickock implemented a cost-free solution which involved the repurposing of a large corner enclosure within the library as the new "Teen Zone" where activities, marble mazes, puzzles, and games are provided for kids after school. This action is in line with trends both nationwide and locally. Such cities as Mountain View Public Library, Palos Verdes Public Library, and Cerritos City Public Library have all made similar spaces available for teens. The enclosure accommodated 14 quiet readers before the transition and can now accommodate between 30-40 students in the afternoon. The room is still available for quiet reading drop-in use during the morning hours. Homework and Wii video game sport competitions are conducted, as well as Brainbender puzzles, once a week in this program space. The natural noise level has declined in the rest of the library because the teens/tweens age group is contained in their own space after school. The quiet readers have been accommodated in a Study Room space which offers the option of a closed door. Although the space is slightly smaller, they still have access to a full collection of magazines and newspapers. Library staff is working with Maintenance to make further improvements to the room. The new arrangements also provide a space to

be used in the morning for programs such as the Irish harpist that visited as a cultural celebration of St. Patrick's Day and for other upcoming events with library partners.

President Paniza asked when the program started and was informed that the library had successfully begun to pilot the new space at the beginning of the month and as of March 13 began to use the space specifically for teens in the afternoon, generally between 1:30 to 6:00 p.m.

Acting Director Joseph Curran commented through the President that he would like to applaud Ms. Hickock for her ability to address the problem proactively. Also, he mentioned that this conflict has been ongoing for a long time and had frustrated many library managers, so the new approach and solution is exciting to hear about.

Trustee Maysenhalder also commended Ms. Hickock for her work to bring an effective compromise to the long-standing problem.

b. Job Scout – Anderson (Presentation)

Library Services Manager Ms. Chela Anderson presented a new online resource for library users: Job Scout. Funded by seed money from the California State Library to improve digital literacy specifically for online job hunting, the program has a game design feel. It is an interactive automated tutorial, not live assistance like Brainfuse tutorial services. There is a resume builder tool, as well as job search hints and tips. The service is 24/7 and also has a mobile application available.

The library provides additional services that meet some of the same needs, like Learning Express Library, which is also interactive (not live), and offers jobs search, resume writing, business writing, and Microsoft Office tutorials. As mentioned in last month's meeting, Brainfuse provides an adult learner section for resume writing and Microsoft Office skills building.

Trustee Maysenhalder made the comment that there has been an increase in job hunters at the library. Ms. Anderson concurs and added that this is the very reason why access to the Office Suite of applications was added to the homework/research computers, so that patrons can write their resumes and cover letters without the added pressure of a time limit.

c. Technology Plan Update – Curran (Presentation)

As mentioned in previous meetings, Acting Director Joseph Curran updated the Trustees that 69 PCs plus 5 Early Literacy Stations, for a total of 74 total PCs, will be replaced. In addition, all four libraries will receive a new color printer.

Trustee Maysenhalder asked whether the new printers will be a revenue generator. Acting Director Joseph Curran explained that the new printers will likely be revenue neutral, if anything, due to the high cost of replacing cartridges.

President Paniza asked whether printing can be done with a card and Ms. Anderson clarified that there is a centralized online account attached to each person's library card, so that printing can be done with the card anywhere within the San Mateo County library system.

Acting Director Joseph Curran added that an expansion of Wi-Fi is being considered at the War Memorial for the second floor lobby in the John Daly Library.

ANNOUNCEMENTS AND COMMUNICATIONS

Trustee Erlinda Galeon made an announcement based on her findings from attendance at this morning's Daly City Public Library Association meeting. Ms. Galeon distributed a copy of the Annual Report and explained that the group donated to the library a Mobile Computer Lab Grant in the amount of \$6,000 and a staff appreciation grant in the amount of \$1,000. The Mobile Lab grant funds are to be used for the purchase of laptops and other mobile devices to be used specifically for afterschool programs and adult technology literacy programs.

Trustee Galeon also announced an Author Talk event on April 20 featuring Stephanie O'Dea (granddaughter of Bunny Gillespie) and will be held at Peninsula Del Rey at 3:00 p.m.

Trustee Galeon announced further that at the St. Patrick's Day Luncheon event last month on March 12th, Daly City Public Library Association raised over \$6,000 and was a great success.

Library Services Manager Chela Anderson highlighted some upcoming events, such as the Women's History Month Tea event at the War Memorial featuring Bunnie Gillespie who will be providing an overview of women's contributions to the history of the City of Daly City. A poetry event will also be held featuring local author Jorge Argueta who will conduct a program with children in honor of National Poetry Month.

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.

None

AGENDA BUILDING FOR NEXT MEETING

· Screening of *Daly City: Growing Up in America* – Discussion of tentative date of a Joint Recreation Commission and Library Board of Trustees Meeting on June 18th was suggested with the potential location being the City Hall Chambers.

ADJOURNMENT

The meeting was unanimously adjourned at 6:36 p.m.

Next Meeting: 6:00 p.m., Tuesday, April 16, 2013