San Mateo County Libraries

Agenda Item III. A.

San Mateo County Library Joint Powers Authority
Governing Board Meeting
Minutes of June 15, 2020

Board Members Present:
Charles Stone, Belmont (Chair)
Rick DeGolia, Atherton (Vice Chair)
Regina Wallace-Jones, East Palo Alto
Sam Hindi, Foster City
Reuben Holober, Millbrae
Maryann Moise Derwin, Portola Valley
Sara McDowell, San Carlos
Dick Brown, Woodside
Carole Groom, San Mateo County

Staff Present:
Anne-Marie Despain
Carine Risley
Danae Ramirez
Lindsey Freeland

I. Call to Order. The meeting was called to order at 8:20 a.m.

II. Public Comments. There were no public comments.

III. Approval of the May 18, 2020 Minutes. Meeting minutes approved without changes (MSP: Brown/Groom).

IV. Recommended Budget. Interim Financial Services Manager Freeland gave an overview of the final proposed FY 2020-21 Adopted Budget. The Adopted Budget totals $57,662,212. General operations total $36,719,580. Operating and capital reserves total $20,942,63. Staff shared that revisions are expected in September once more information is available on the impact of COVID-19. Member Holober asked about Educational Revenue Augmentation Fund (ERAF) and how that affects the budget. Staff is aware of the unpredictability of ERAF and although it is in the budget, it is at a reduced rate and will be closely monitored. Member Groom assured the JPA that the County is working at the state to keep ERAF intact. Chair Stone suggested that Director Despain draft a letter to send to Sacramento. Member Brown suggested it come from all libraries in the Bay Area if possible.

Motion: Recommend JPA Governing Board accept the Recommended Budget for FY 2020-21. Passed (MSP: Holober/Hindi).

V. FY 2020-21 Proposed use of Library Restricted Funds. Director Despain provided an overview of the FY 2020-21 Proposed Uses of Library Donor Funds report. Requests for uses of Library revenue in the current fiscal year total $5,815,992.

Member Hindi asked if this is automatically approved or if board has approval and has at certain points not approved. Director Despain shared that the board needs to give approval but that she could not recall a time when requests were not approved.

Motion: Recommend JPA Governing Board accept the FY 2020-21 Proposed Use of Restricted Funds. Passed (MSP: DeGolia/Brown).

VI. Election of Library JPA Governing Board Officers. Chair Stone shared that this will be his last meeting as Chair and that it was a pleasure working with staff over the last two years. Member Derwin nominated Reuben Holober for Chair. No other nominations were received. Member Derwin noted that member Holober's mother was a member and a Chair of the Library JPA and she would be very proud. Member Groom nominated Member McDowell as Vice Chair. No other nominations were received.

Motion for Reuben Holober to serve as Chair. Passed (MSP: Derwin/DeGolia).
Motion for Sara McDowell to serve as Vice Chair. Passed (MSP: Groom/DeGolia).

VII. Director's Report. Director Despain provided an overview of the report and asked staff to share some highlights. Interim Deputy Director Ramirez shared that the library recently held space for staff to reflect and process the recent national outrage due to racial injustice and discuss how to move forward as organization. She shared there has been an equity workgroup made up of staff since early 2019. Staff created a Racial and Social Justice booklist for the community. Over the next year, there is a plan to train and continue the work with the County through Government Alliance for Racial Equity.

Director Despain shared that curbside began on June 6. Deputy Director Risley shared that over 1,200 customers picked up requested items. She also mentioned that we have received positive feedback included notes and flowers for staff.

Summer Learning has kicked off and the libraries are distributing books at all locations. The Big Lift Inspiring Summers program is moving forward with an in-person program and will operate at seven sites. Member McDowell asked about the number of participants in this year's Big Lift program. Deputy Director Risley shared that sites are still enrolling so the numbers are fluctuating, and the current estimate is 660 participants. Director Despain shared that a half day program will operate at the seven sites with 12 children per classroom. The libraries will be providing STEM kits and videos to do at home and staff will call to provide support. Member Groom added this was a difficult year but with great work from the libraries with support from the County and the Silicon Valley Community Foundation, it is happening, and she gives her thanks to everyone. Vice Chair DeGolia commented that every decision made around The Big Lift has been excellent and that he is impressed by the management of the project.

VIII. Governing Board Members Announcements. Vice Chair DeGolia shared that Atherton Library construction is actively happening and hopes to share images at the next meeting. Member Derwin shared that at the last Portola Valley Council meeting, the Council opened a discussion in response to the murder of George Floyd and the aftermath. The discussion included scheduling community conversations, issuing a formal resolution, and choosing a book to read as a community. Member Derwin hoped the library would suggest a few book options. Director Despain shared that staff would be happy to provide a list and copies of recommended titles. Member Hindi thanked Chair Stone and Vice Chair DeGolia for their service and congratulated Chair Holober and Vice Chair McDowell. Chair Stone commented that it was his pleasure serving as Chair the last two years. Chair Stone adjourned the meeting in memory of George Floyd and every person of color or anyone who has unjustly and brutally had their civil rights violated by the police, and with a recognition that libraries provide equity and that we're entrusted with the mission of continuing to make sure that they do the most they can for the community.

IX. Adjournment. The meeting adjourned at 9:08 a.m.