San Mateo County Libraries Joint Powers Authority
Governing Board Meeting
Minutes of September 20, 2021

Board Members Present:
Rick DeGolia, Atherton
Charles Stone, Belmont
Karen Cunningham, Brisbane
Sam Hindi, Foster City
Deborah Penrose, Half Moon Bay
Reuben Holober, Millbrae (Chair)
Tygarjas Bigstyck, Pacifica (Alternate)
Maryann Moise Derwin, Portola Valley
Sara McDowell, San Carlos (Vice Chair)
Carole Groom, San Mateo County
Dick Brown, Woodside

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

I. Call to Order. The meeting was called to order at 8:17 a.m. by Chair Holober.

II. Public Comments. None.

III. Consent Agenda. The Consent Agenda included the Approval of the June 14, 2021, Minutes, the Investment Report for FY 2020-21, the Grant Fundraising Report for FY 2020-21, and the FY 2021-22 Proposed Uses of Excess Library Funds.

Motion: Approve the Consent Agenda without changes. Passed (MSP: Stone/Penrose)

IV. Approval of the Final FY 2021-22 Adopted Budget. Financial Services Manager Freeland provided a brief overview of the proposed FY 2021-22 Adopted Budget and highlighted the most significant changes from the Recommended Budget to the Proposed Budget. The FY 2021-22 Recommended Budget was approved by the JPA Governing Board on June 14 and implemented on July 1 totaling $64,956,218. Based on fiscal year-end closing activities and updated information, the FY 2021-22 Adopted Budget now totals $72,053,116. Vice Chair McDowell, Member Brown and Member Cunningham shared their support for expanding digital materials and resources into languages other than English. Discussion continued around evaluating the needs of patrons who are English language learners and how to best support those communities. Deputy Director Risley gave a brief overview of the Community Learning program and existing programs and services that support literacy and language skills. Director Despain indicated that additional data and demographic information will be presented at an upcoming meeting once the consultants complete analysis of the current patron survey.

Motion: Approve the Final FY 2021-22 Adopted Budget. Passed (MSP: McDowell/Stone)

V. Summer Learning Report. Deputy Director Risley shared highlights from the Summer Learning Report and a short video featuring youth participants, families, and staff from this year's Inspiring Summers program. Vice Chair McDowell, Member Degolia and Member Cunningham shared their appreciation of the video and the work that library staff have done with the Inspiring Summers program. Members also expressed interest in wanting to share the video. Director Despain confirmed that the video will be available to share at a later date.

Motion: Accept the Summer Learning Report. Passed (MSP: Penrose/Hindi)

VI. Director's Report. Director Despain provided an overview of the Director's Report and highlighted updates on the Phased Reopening Plan and new focus on in-person programming, the exciting celebration planned for the new Brisbane Library, and the FY 2020-21 Annual Report. Member Stone suggested staff push a new communication around the next phase of reopening. Member Cunningham invited everyone to the Brisbane reopening celebration on October 23. Member Penrose asked about plans to modify outdoor spaces to accommodate outdoor programming during the upcoming rainy season. Director Despain confirmed that staff are always brainstorming creative ways to bring back in-person programming in the safest way possible.

VII. Governing Board Member Announcements.

VIII. Convene Closed Session: Public Employee Performance Evaluation Closed Session Pursuant to Government Code Section 54957 (Director of Library Services). The meeting adjourned at 9:06 a.m. with no further actions to discuss after closed session.