San Mateo County Libraries Joint Powers Authority
Governing Board Meeting
Minutes of September 19, 2022

Board Members Present:
Rick DeGolia, Atherton
Charles Stone, Belmont
Karen Cunningham, Brisbane (Vice Chair)
Regina Wallace-Jones, East Palo Alto
Sanjay Gehani, Foster City
Deborah Penrose, Half Moon Bay
Reuben Holober, Millbrae (Chair)
Tygarjas Bigstyck, Pacifica (Alternate)
Maryann Moise Derwin, Portola Valley
Sara McDowell, San Carlos (Chair)
Carole Groom, San Mateo County

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

Others Present:
Matthew Chidester, Operations Committee Chair
Justin Mates, San Mateo County

I. Call to Order. The meeting was called to order at 8:16 a.m. by Chair McDowell.

II. Authorize Continued Use of Virtual Meetings. Governing Board members discussed the state of emergency and continued use of virtual meetings.

Motion: Approve continued use of virtual JPA Governing Board meetings. Passed (MSP: Penrose/Stone).

III. Public Comments. None.

IV. Consent Agenda. The Consent Agenda included the Approval of the June 13, 2022 Minutes, Investment Report for FY 2021-22 and Grant and Fundraising Report for FY 2021-22.

Motion: Approve the Consent Agenda without changes. Passed (MSP: Groom/ DeGolia).

V. Big Lift Inspiring Summers Report. Deputy Director Risley presented the Big Lift Inspiring Summers Report. Member DeGolia expressed his admiration and support for the Big Lift Inspiring Summers program. Vice Chair Cunningham commended staff for the inspiring work that they do to help kids thrive and emphasized the importance of sharing out reports like the Big Lift Inspiring Summers report to support fundraising efforts. Chair McDowell asked if the 954 students served this summer was an increase or decrease in prior years. Deputy Director Risley confirmed that it was a slight decrease from the goal this summer primarily due to limited spaces that the school

district could provide and the limited number of certificated staff they were able to engage. Chair McDowell and Member DeGolia expressed gratitude for extra funding from the County to offer competitive rates for the interns to engage as many staff as possible.

Motion: Accept the Big Lift Inspiring Summers Report. Passed (MSP: DeGolia/ Cunningham).

VI. Proposed Uses of Restricted Library Funds. Director Despain provided an overview of the FY 2022-23 Proposed Uses of Restricted Library Funds report. Requests for uses of Library revenue in the current fiscal year total $1,491,486.

Motion: Approve the FY 2022-23 Proposed Uses of Restricted Funds. Passed (MSP: Gehani/Wallace-Jones).

VII. Adoption of the Recommended Budget FY 2022-23. Financial Services Manager Freeland provided a brief overview of the proposed FY 2022-23 Adopted Budget and highlighted the most significant changes. The FY 2022-23 Recommended Budget was approved by the JPA Governing Board on June 13 and implemented on July 1 totaling $72,141,002. Based on fiscal year-end closing activities and updated information, the FY 2022-23 Adopted Budget now totals $77,818,179. Member DeGolia asked if the Makermobile rollover was due to the Makermobile not being completed. Financial Services Manager Freeland confirmed the final installment of the Makermobile will be paid once it is delivered.

Motion: Approve the Final FY 2022-23 Adopted Budget. Passed (MSP: Cunningham/ Penrose)

VIII. Director's Report. Director Despain called out a few items from the Director's Report including the start of the Summer Learning Challenge and community summer camps and echoed the Board's comments thanking the County and Supervisor Groom for her leadership around all of the funds received to support summer programs. Director Despain thanked the Town of Atherton for allowing staff to host Staff Development Day at the new library and shared some highlights from the day's events including the five winning Pitch-It programs. Director Despain ended with State Library updates and a quick overview of the 2021-22 Annual Report. Vice Chair Cunningham thanked Director Despain and expressed her excitement for what's to come as things continue to open up. Member Penrose asked Director Despain to elaborate on the State Parks passes program. Member Holober asked how staff will promote the free tutoring program offered by the State. Director Despain confirmed that SMCL is one of the public library systems that already has a subscription to Brainfuse, and that staff will collaborate with the Peninsula Library System, the State and community schools to promote the increase in accessibility. Member DeGolia referred back to the section in the Proposed Uses of Restricted Library Funds report that states $600,000 would be used to address emergency power at the San Carlos Library and suggested that staff

inquire about the public facility support program Peninsula Clean Energy offers to help municipalities install solar arrays on municipal buildings to minimize costs and secure emergency power for all facilities. Discussion continued. Chair McDowell asked if staff could work with community partners to prepare a report for cities around the feasibility of implementing the use of a solar battery backups. Chair McDowell closed this item by thanking the County and staff for partnering to roll out mental health trainings for staff.

IX. Governing Board Member Announcements. Chair McDowell announced that the next Governing Board meeting will be held in-person at the Atherton Library. Member Stone thanked the Belmont Library staff for allowing the City to host National Night Out in the parking lot.

X. Convene Closed Session: Public Employee Performance Evaluation Closed Session Pursuant to Government Code Section 54957 (Director of Library Services). The meeting adjourned at 9:34 a.m. with no further actions to discuss after closed session.