San Mateo County Libraries Joint Powers Authority
Governing Board Meeting
Minutes of June 16, 2025

Board Members Present:
Rick DeGolia, Atherton (Vice Chair)
Julia Mates, Belmont (Chair)
Mark Dinan, East Palo Alto
Art Kiesel, Foster City
Deborah Penrose, Half Moon Bay
Reuben Holober, Millbrae
Mary Bier, Pacifica
Helen Wolter, Portola Valley (Alternate)
Sara McDowell, San Carlos
Lisa Gauthier, San Mateo County

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

I. Call to Order. The meeting was called to order at 8:19 a.m. by Chair Mates.

II. Public Comments. None.

III. Consent Agenda. The Consent Agenda included the Approval of the February 3, 2025 Minutes, Proposed Uses of Restricted Library Funds, Belmont Improvement Project and the Director's Report.

Motion: Approve the Consent Agenda without changes. Passed (MSP: McDowell/Kiesel).

IV. Adoption of the FY 2025-26 Recommended Budget. Director Despain introduced the FY 2025-26 Recommended Budget. Deputy Director Risley shared a system overview and the new Strategic Plan. Deputy Director Ramirez highlighted major accomplishments from the past year, and Deputy Director Abler shared performance highlights. Finance Director Freeland outlined the FY 2025-26 Recommended Budget and annual priorities. Total Revenue is $46,178,540 and Net Appropriations, or the total operating budget, is $54,270,419. Operating Reserves total $5,863,392 and Capital Reserves total $32,029,751.

Projects highlights include the San Carlos Library makerspace, enhanced outreach tools, privacy pods, digital literacy hubs, tutoring and homework help, and exploring AI applications. Nine new positions are recommended to advance strategic plan goals and support our work focused on partnerships, public service, human resources and administration. Director Despain thanked the board for their ongoing guidance and support and recommended approval for the FY 2025-26 Budget.

Chair Mates thanked staff for meeting with members to review the budget since the May meeting was unexpectedly cancelled and encouraged questions from the board. Member McDowell noted mention in the press of Supervisor Speier providing funds for libraries and inquired if our libraries will benefit. Director Despain explained that the funds will be directed to PLS and all city and county libraries will receive them. Member Wolter shared her enthusiasm for the library's bicycle programs and efforts to decrease transportation emissions. Member Holober asked about federal funding recently lost and a way to address this. Director Despain shared that the changes to the IMLS have been concerning for all libraries, but actual federal funding cuts will not impact our current budget, and we do not rely heavily on any state or federal grants. Member Bier commented on how refreshing it is that the library has strong funding in place. She also mentioned on her ongoing concern about the availability of excess ERAF Funds. Director Despain reminded the board that the recommended budget includes budgeting 50% of ERAF in ongoing revenue. Chair Mates reminded everyone that staff are always available to answer any questions.

Motion: Adopt the FY 2025-26 Recommended Budget. Passed (MSP: Kiesel/Bier).

V. Election of Library JPA Governing Board Officers. Director Despain provided an overview of the item stating that Chair Mates and Vice Chair DeGolia were elected on February 3, 2025, to serve the remaining FY 2024-25 term, making them eligible to serve a second term. Supervisor Gauthier proposed that chair and vice-chair assignments remain the same and nominated Chair Mates and Vice Chair DeGolia for a second term; no other nominations were received.

Motion for Chair Mates to continue to serve as Chair and Vice Chair DeGolia to continue to serve as Vice Chair. Passed (MSP: Gauthier/Holober).

VI. Governing Board Member Announcements. None.

VII. Adjournment. The meeting adjourned at 8:58 a.m.