



MINUTES

REGULAR MEETING

LIBRARY BOARD OF TRUSTEES
CITY OF SOUTH SAN FRANCISCO

TUESDAY, JANUARY 27, 2028
6:00 P.M.

LIBRARY | PARKS AND RECREATION
COMMUNITY ROOM, 2ND FLOOR
901 CIVIC CAMPUS WAY, SOUTH SAN FRANCISCO, CA 94080

CALL TO ORDER

Hector Camacho called the meeting to order at 6:00 p.m.

ROLL CALL

Present: Hector Camacho, President
Catherine Abalos, Vice President
Mary Giusti, Secretary
Claire Ramsey, Board member

Staff Present: Valerie Sommer, Library Director,
Adam Elsholz, Assistant Library Director,
Erika Madriz, Administrative Assistant II,
Elliot Warren, Library Program Manager,
Jess Koshi-Lum, Youth Services Program Manager

AGENDA REVIEW

- No changes

PUBLIC COMMENTS

Written Comments Submitted:

- 0

The following individuals addressed the Library Board:

- 0

ITEMS FROM STAFF MEMBERS

1. Presentation on Every Story Counts and Next Reads (Elliot Warren, Library Program Manager)

Elliot Warren introduced to the Board Next Reads, a newsletter with new library books listed by topics, and Every Story Counts, a state-wide survey that invites patrons to share their stories about their experiences at the library.

2. Library Director's Report

The Board reviewed the Library Director's Report.

3. Communications and Statistics

The Board reviewed the Communications and Statistics.

4. Library Announcements

The Board reviewed the announcements.

5. Library Recruitments Update

The Board reviewed the list of open recruitments.

6. Discussion of Mid-Year Budget Request

City Council recently approved an upgrade to the GMCLC computer lab.

7. Discussion of Ideas for Fiscal Year 2026-27 Budget Requests

Library Director Valerie Sommer shared ideas for FY 26-27 Library requests:

- Children’s Librarian II
- Adult Librarian II
- Additional hourly staff to enable earlier hours for the library reserves and to expand Sunday Library hours
- GMCLC Office Assistant
- Youth Commission conference and programming budget
- Budget for summer interns

8. Discussion – SSF Public Library Foundation Board Members

The Board discussed participation in the SSF Public Library Foundation, based on the Library Foundation bylaws. Catherine Abalos will be an ex-officio board member.

MATTERS FOR CONSIDERATION

9. Motion to Approve the Minutes from the December 2, 2026, Library Board of Trustees Meeting

Motion – Claire Ramsey / Second – Mary Giusti: To approve the Draft Minutes from the December 2, 2025, Library Board of Trustees Meeting. All members were in favor.

10. Motion to Approve the Amended 2026 Holiday Schedule

Motion – Catherine Abalos / Second – Claire Ramsey: To approve the Draft Minutes from the December 2, 2025, Library Board of Trustees Meeting. All members were in favor.

11. Election of 2026 Library Board Officers

Hector Camacho called a Motion to Approve the slate of nominated officers:

- Catherine Abalos – President
- Claire Ramsey – Vice President
- Mary Giusti - Secretary

Motion – Hector Camacho / Second – Claire Ramsey: To approve 2026 slate of offices. All members were in favor.

12. Next Meeting | Agenda Building

The Board discussed agenda items for the next Library Board meeting. Potential new items include the suspension policy and the meeting room policy.

ADJOURNMENT

Being no further business, newly-appointed President Catherine Abalos adjourned the Library Board meeting at 6:49 p.m.

Submitted by:

Approved by:

Erika Madriz
Administrative Assistant II

Catherine Abalos
Library Board President

Approved by the [Body Name]: _____ / _____ / _____