



# **MINUTES**

## **REGULAR MEETING**

LIBRARY BOARD OF TRUSTEES  
CITY OF SOUTH SAN FRANCISCO

TUESDAY, APRIL 28, 2026  
6:00 P.M.

**LIBRARY | PARKS AND RECREATION**  
**ADULT COLLABORATION ROOM #1, 3<sup>rd</sup> FLOOR**  
**901 CIVIC CAMPUS WAY, SOUTH SAN FRANCISCO, CA 94080**

### **CALL TO ORDER**

Catherine Abalos called the meeting to order at 6:01 p.m.

### **ROLL CALL**

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

Staff Present: Valerie Sommer, Library Director,  
Adam Elsholz, Assistant Library Director,  
Erika Madriz, Administrative Assistant II,  
Brittany Austin, Library Program Manager  
Brian Malibiran, Patron Services Manager

### **AGENDA REVIEW**

- No changes

### **PUBLIC COMMENTS**

Written Comments Submitted:

- 0

The following individuals addressed the Library Board:

- 0

### **ITEMS FROM STAFF MEMBERS**

**1. Introduction of new Library Board Member Teresa Shipp**  
Teresa Shipp was introduced to the Library Board and staff.

**2. One Book One Coast Initiative and Program (Brittany Austin, Library Program Manager)**

Brittany Austin presented on the One Book One Coast Initiative. Virtual Author Talk with George Takei, author of *The Called Us Enemy*, will take place Sunday, May 31, 2026, at 2:00

p.m. A watch party will take place at the City Council Chambers. The presentation can also be viewed virtually.

**3. Library Director’s Report**

The Board reviewed the Library Director’s Report.

**4. Communications and Statistics**

The Board reviewed the Communications and Statistics.

**5. Library Announcements**

The Board reviewed the announcements.

**6. Library Recruitments Update**

The Board reviewed the list of open recruitments.

**7. Fiscal Year 2026-27 Budget Requests Updates (Valerie Sommer, Library Director)**

Valerie Sommer continued the discussion of budget requests pending a City update.

**MATTERS FOR CONSIDERATION**

**8. Discussion and Motion to Approve the 2026-27 Master Fee Schedule Changes**

Motion – Claire Ramsey / Second – Mary Giusti: To approve the 2026-27 Master Fee Schedule Changes. All members were in favor.

**9. Motion to Approve the Minutes from the April 28, 2026, Library Board of Trustees Meeting**

Motion – Mary Giusti / Second – Claire Ramsey: To approve the Draft Minutes from the April 28, 2025, Library Board of Trustees Meeting. All members were in favor.

**10. Discussion of Summer 2026 Meeting Schedule**

The Board discussed potential changes to the summer Library Board meeting schedule. Board members will bring their summer availability to the next meeting.

**11. Next Meeting | Agenda Building**

The Board discussed agenda items for the next Library Board meeting. Potential new items include policy updates for the Community Room, meeting rooms, posting and distribution of materials; and updates on Community Room programming.

**ADJOURNMENT**

Being no further business, President Catherine Abalos adjourned the Library Board meeting at 6:44 p.m.

Submitted by:

Approved by:

\_\_\_\_\_  
Erika Madriz

\_\_\_\_\_  
Catherine Abalos

Administrative Assistant II

Library Board President

Approved by the Library Board: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_