



# **MINUTES**

## **REGULAR MEETING**

LIBRARY BOARD OF TRUSTEES  
CITY OF SOUTH SAN FRANCISCO

TUESDAY, JUNE 24, 2025  
6:00 p.m.

LIBRARY | PARKS AND RECREATION  
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

Absent: None

Staff Present: Valerie Sommer, Library Director  
Adam Elsholz, Assistant Library Director  
Anita Palafox, Administrative Assistant II

### **AGENDA REVIEW**

- No changes

### **PUBLIC COMMENTS**

- No changes

### **ITEMS FROM STAFF MEMBERS**

#### **1. Library Director's Report. (Valerie Sommer, Library Director)**

The Board reviewed the Library Director's Report. Valerie Sommer shared a brief update on open Board positions. Vice President Catherine Abalos was impressed with the 2 new U.S. Citizens from the Citizenship class at the Gene Mullin Community Learning Center.

#### **2. Communications and Statistics.**

The Board members reviewed the Communications and Statistics. President Hector Camacho notice decline in library usage for May 2025 from May 2024.

#### **3. Library Announcements**

The Board reviewed the announcements. Library Director, Valerie Sommer shared revised flyers to Independence Day Picnic

**4. Library Recruitments Update**

The Board reviewed the list of open recruitments. Finalizing the job announcement for the Literacy Services Manager and will schedule recruitments dates soon.

**5. Status of Fiscal Year 2025-26 Budget Requests (Valerie Sommer, Library Director)**

The final budget requests will be going to Council for final vote on June 25, 2025. Library requests to Council of personnel and supply/services requests was shared with the Library Board.

**6. Discussion regarding Supervisor Speier's District-Discretionary Measure K funds to support PLS Project**

Supervisor Speier is putting aside \$50,000 of the Measure K funds for PLS Libraries. Libraries are coming up with innovative and service ideas to bring in people of all ages to the library. Ideas based from book *"Palaces for the People"* about social infrastructure.

**7. Update regarding Federal Funding for Institute of Museum and Library Services (IMLS)**

Still pending, until court hearing.

**MATTERS FOR CONSIDERATION**

**8. Motion to approve the minutes from the May 27, 2025, Library Board of Trustees meeting**

Motion was made to approve Draft Minutes from the May 27, 2025 Library Board of Trustees Meeting – Claire Ramsey /Second – Mary Giusti: All members were in favor.

**9. Discussion and Motion to Approve Library Board Meeting Schedule for 2025**

Will revisit during July meeting.

**ADJOURNMENT**

**10. Next Meeting | Agenda Building**

Tuesday, July 22, 2025, 6:00 PM  
Library | Parks and Recreation Center  
Community Room, 2<sup>nd</sup> Floor  
901 Civic Campus Way, South San Francisco, CA 94080

**Agenda Building**

- Add update on summer programming.
- Discussion and Motion to Approve Library Board Meeting Schedule for November 2025.
- Review of Library policies.
- Collection stats

**ADJOURNMENT**

Being no further business, Hector Camacho adjourned the Library Board meeting at 6:45 p.m.

Submitted by:

Approved by:

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Erika Madriz  
Administrative Assistant II

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Hector Camacho  
Library Board President

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