



MINUTES

REGULAR MEETING

LIBRARY BOARD OF TRUSTEES
CITY OF SOUTH SAN FRANCISCO

TUESDAY, OCTOBER 28, 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: Valerie Sommer, Library Director

Staff Present: Adam Elsholz, Assistant Library Director

Public: Christina Hong

AGENDA REVIEW

- No changes

PUBLIC COMMENTS

Written Comments Submitted:

- 0

The following individuals addressed the Library Board:

- None

ITEMS FROM STAFF MEMBERS

1. Library Director's Report. (Adam Elsholz, Assistant Library Director)

The Board reviewed the Library Director's Report. Assistant Library Director Adam Elsholz Board discussed potential changes/updates to the layout and content of the report.

2. Communications and Statistics.

The Board members reviewed the Communications and Statistics.

3. Library Announcements

The Board reviewed the announcements.

4. Library Recruitments Update

The Board reviewed the list of open recruitments.

5. Presentation and Discussion regarding FY 2024-25 Annual California Public Libraries Survey (Brian Malibiran, Patron Services Manager)

Patron Services Manager Brian Malibiran reviewed the survey with the Library Board.

MATTERS FOR CONSIDERATION

6. Motion to approve the minutes from the September 23, 2025, Library Board of Trustees meeting

Motion – Mary Giusti /Second – Claire Ramsey: To approve the Draft Minutes from the September 23, 2025, Library Board of Trustees Meeting. All members were in favor.

7. Discussion and Motion to approve the 2026 Holiday Schedule

Motion – Catherine Abalos/ Second – Mary Giusti: To approve the 2026 Holiday Schedule. All members were in favor.

ITEMS FROM BOARD MEMBERS

Board member Claire Ramsey brought up the SNAP benefits that will soon expire due to the government shutdown and asked if the City has any food drives to assist affected residents. Assistant Library Director Adam Elsholz will look for information regarding assistance for residents. Patron Services Manager Brian Malibiran mentioned Second Harvest food bank has 7 locations in the area. The Board discussed potentially promoting these resources at the library or through the newsletter.

ADJOURNMENT

8. Next Meeting | Agenda Building

Tuesday, December 2, 2025, 6:00 PM

Library | Parks and Recreation Center

Community Room

901 Civic Campus Way, South San Francisco, CA 94080

ADJOURNMENT

Being no further business, Hector Camacho adjourned the Library Board meeting at 6:51 p.m.

Submitted by:

Approved by:

Erika Madriz
Administrative Assistant II

Hector Camacho
Library Board President

Approved by the Library Board: ____ / ____ / ____