



MINUTES

REGULAR MEETING

LIBRARY BOARD OF TRUSTEES CITY OF SOUTH SAN FRANCISCO

Tuesday, May 27, 2025
6:00 p.m.

**Library | Parks and Recreation
901 Civic Campus Way, South San Francisco, CA 94080**

CALL TO ORDER

Mary Giusti 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: Brian Malibiran, Library Program Manager
Erika Madriz, Administrative Assistant II
Vivian Ton, Literacy Services Coordinator
Jess Koshi-Lum, Youth Services Program Manager

AGENDA REVIEW

- Status of Fiscal Year 2025-26 Budget Requests will be moved to the next Library Board meeting.

PUBLIC COMMENTS

Written Comments Submitted:

- 0

The following individuals addressed the Library Board:

- None

ITEMS FROM STAFF MEMBERS

1. Introduction of new staff: Jess Koshi-Lum

The new staff were introduced to the Library Board.

2. Introduction of new Youth Commissioners

Youth Commissioners Lorraine Yin and Sania Gulati were introduced to the Library Board.

- 3. Presentation on Learning Wheels Early Literacy Van Wrap Concepts (Vivian Ton, Literacy Services Coordinator)**
Vivian Ton presented the van wrap concepts to the Board. The Board provided feedback and asked questions.
- 4. Library Director's Report. (Valerie Sommer, Library Director)**
The Board reviewed the Library Director's Report. Catherine Abalos commended the Library for a lovely Volunteer Appreciation Event where she was able to meet other volunteers. She also said the Vauhini Vara author talk was excellent.
- 5. Communications and Statistics.**
The Board members reviewed the Communications and Statistics.
- 6. Library Announcements**
The Board reviewed the announcements.
- 7. Library Recruitments Update**
The Board reviewed the list of open recruitments.
- 8. Review of California Library Laws 2025- Municipal Libraries portion; and SSF Municipal Code -Public Library portion**
The Board discussed and will review the items to decide whether to vote on the slate of Library Board officers in November. Board members were invited to email Library Director Valerie Sommer to agendize this item if they would like to vote on it at a future meeting.
- 9. Update of Federal Funding for Institute of Museum and Library Services (IMLS)**
Brian Malibiran shared on behalf of Library Director Valerie Sommer that the Library has already received IMLS funding for the GMCLC ESL grant for next year through the California State Library. The status of future IMLS funding is not clear.

MATTERS FOR CONSIDERATION

- 10. Review and approval of Draft Minutes from the May 27, 2025, Library Board of Trustees Meeting**
Motion – Mary Giusti /Second – Catherine Abalos: To approve Draft Minutes from the May 27, 2025 Library Board of Trustees Meeting. All members were in favor.
- 11. Discussion and Motion to Approve Library Board Meeting Schedule for 2025- July and December Meeting changes only**
Motion – Claire Ramsey /Second – Catherine Abalos: To approve Library Board Meeting Schedule for 2025- July and December Meetings only. All members were in favor.

ADJOURNMENT

- 12. Next Meeting | Agenda Building**
Tuesday, June 24, 2025, 6:00 PM
Library | Parks and Recreation Center
Community Room, 2nd Floor
901 Civic Campus Way, South San Francisco, CA 94080

13. Agenda Building

- Add update on summer programming

ADJOURNMENT

Being no further business, Hector Camacho adjourned the Library Board meeting at 6:39 p.m.

Submitted by:

Approved by:

Erika Madriz
Administrative Assistant II

Hector Camacho
Library Board President

Approved by the Library Board: ____ / ____ / ____