



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Agenda - Final Library Board of Trustees

Tuesday, April 16, 2024

5:30 PM

Library Conference Room

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES

a. March 19, 2024

Attachments: [Minutes - March 19, 2024](#)

5. CORRESPONDENCE AND INFORMATION

a. Program Statistics for March 2024

Attachments: [Program Statistics for March 2024](#)

6. REPORTS

a. Monthly Report - Technical Services

b. City Librarian's Report

Attachments: [City Librarian's Report - April 2024](#)
[Data Retention Policy](#)
[Law Enforcement Request Quick Guide](#)
[CA Public Records Act](#)

c. Foundation Report

7. UNFINISHED BUSINESS

a. AMH Update

b. Lane Room Upgrade

- c. Library Quote Plaques

8. NEW BUSINESS

- a. Outreach Discussion
- b. Adult Literacy Classes
- c. City Council Topics
- d. Library Trustee Service Years

9. FUTURE AGENDA ITEMS

10. ANNOUNCEMENTS

11. ADJOURNMENT

Any writings or documents provided to a majority of the Traffic, Safety and Parking Commission regarding any item on this agenda will be made available for public inspection at the Engineering Counter at City Hall located at 501 Primrose Road during normal business hours.