

Burlingame Library Trustee Minutes

August 19, 2025

I. Roll Call

Trustees: Jill Goldsmith, Mark Lucchesi, Sid Palani

Trustees Absent: Kerry Bitner, Uma Krishnan

Staff Present: Brad McCulley, City Librarian
Sidney Poland, Recorder

II. Library Board of Trustee Minutes

The Trustees approved the July 5, 2025 Board of Trustee Minutes
M/S/C (Goldsmith, Lucchesi)

III. Public Comment

There were not any members from the public who attended the meeting.

IV. Correspondence and Information — Statistics

- The Trustees reviewed the July 2025 statistics.
- The interns continue to work on their individual projects.
- Tommy McMahon, Adult Services Manager, will be the new Deputy City Librarian at the San Mateo City Library. Therefore, technical statistics such as Kanopy, Hoopla etc. will be provided by a staff member yet to be determined.

V. Reports

A. City Librarian's Report

- Thyssen Elevators and Facilities have begun the process of updating our elevators. Updating the elevators is a much needed project since the elevators stopped working almost every month during 2024 and the first months of 2025.
- United Against Hate Week is October 13th to October 19th.

B. Foundation Report

The next Trivia Night will be held September 12th.

C. Monthly Report — Staff Development

The City Librarian, Brad McCulley, explained to the Trustees why the quarterly time frame for Staff Development has been chosen over a full day of instruction interspersed with game breaks.

VII. Old Business

There was not any Old Business.

VIII. New Business — Easton Engineering Quote

- Quote for HVAC at Easton is \$18,569.00.
- Trustees previously made the decision to fund \$10,000 of the project for the purpose of assisting the Facilities in completing the project in a timely fashion.
- The Trustees made the decision to provide the \$10,000 but felt that it was Facilities responsibility to pay \$8,569.
- The Trustees are willing to reconsider their decision regarding funding the entire cost if unexpected costs occur.

IX. Future Agenda Items

Select a date for the next Meet and Greet.

Burlingame Library Trustee Minutes

August 19, 2025

X **Announcements**

The City Librarian, Brad McCuley, acknowledged Sidney's birthday with a beautiful bouquet of flowers.

XI. **Adjournment**

The meeting was adjourned at 7:15PM. The next meeting of the Library Board of Trustees will be held September 16, 2025 in the Library Conference Room.