

Burlingame Library Trustee Minutes
September 16, 2025

I. **Roll Call**

Trustees: Kerry Bitner, Jill Goldsmith, Uma Krishnan,
Mark Lucchesi, Sid Palani
Staff Present: Brad McCulley, City Librarian
Sidney Poland, Recorder
Kathy von Mayrhauser, Children's Department Manager

II. **Agenda Items Approved by Trustees**

- A. Approval of the August 19, 2025 Minutes
- B. Approval to Amend and Correct the July 15, 2025 Minutes

III. **Library Board of Trustee Minutes**

- A. The Trustees approved the August 19, 2025 Board of Trustee Minutes M/S/C (Krishnan, Lucchesi)
- B. The Trustees approved the motion to amend the July 15, 2025 minutes to change the money spent on the Stickley chairs from \$50,000 to the correct amount of \$5,000. M/S/C Goldsmith/Lucchesi

IV. **Public Comment**

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

V. **Correspondence and Information — Statistics**

- The Trustees reviewed the August statistics and noted that circulation of E-media increased 25% from August of 2024 to August of 2025.
- The Happy Birds Children's program held on the lawn at City Hall drew an audience of 139 which included many passersby.

VI. **Reports**

A. **City Librarian's Report**

- Brad, the City Librarian, noted the current staff vacancies. A recruitment is currently being held for the Adult Services Manager position which was held by Tommy McMahon who is now the Deputy City Manager for the City of San Mateo.
- October 17th is the Commissioner's Dinner which will be held at Top Golf.
- October 23rd the library will host an United Against Hate "Rice" Potluck.
- Facilities will clean the gutters and install leaf protectors during the week of September 17th.
- Brad, the City Librarian, will prepare a staff report for the Lane Room Upgrade.

B. **Foundation Report**

Trivia night, which was held on September 12th, was once again a successful event raising \$20,000.

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B. Monthly Report — Kathy von Mayrhauser, Children's Dept. Manager

- Kathy provided the Trustees with insight into all the facets of the Children's Department.
- One of the main focal points was the Summer Reading Program. The staff is extremely proud of the program this year as 12,000 participants completed the requirements. This is the largest number of completions since Kathy has been the Children's Librarian.

VII. Old Business

There was not any Old Business.

VIII. New Business

- **Meet and Greet** — The next Meet and Greet will be held on January 20, 2026.
- **Community Rice Dish Potluck** — October 23, 2025 (Previously Discussed)
- **Staff Report — Time Capsule Rep.**
Trustee Goldsmith volunteered to represent the library for the Time Capsule project which involves opening of the time capsule that has been buried under a large tree at City Hall for 25 years.
- **Legislative Advocacy** — Trustees discussed Legislative Advocacy such as PLP and outreach to legislators.
- **Reading Room — Electrical Outlets**
The Trustees tabled this item until a future meeting.

IX. Future Agenda Items

There were not any future agenda items noted.

X. Announcements

There were not any announcements.

XI. Adjournment

The meeting was adjourned at 6:50PM. The next meeting of the Library Board of Trustees will be held October 21, 2025 in the Library Conference Room.