

**Tuesday, March 18, 2025: 10:00AM – 12:00 PM**  
**Peninsula Library System Information Services Committee**  
**\*\*Meeting Held Virtually via Zoom\*\***

Time: March 18, 2025 10:00AM Pacific Time (US and Canada)

Join Zoom Meeting

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Agenda Item	Responsible Party	Time/Comments
1. Call to Order	Chair	10:00 AM
2. Public Comments	Chair	10:05 AM
3. Approval of Minutes	Chair	10:10 AM To be approved by a motion, seconded, and the motion approved by roll call/vote
4. Discuss World Language Book Vendors	Everyone	10:15 AM Discussion
5. LifeMoves	Sylvia Bamba	10:30-11 AM Presentation
6. Updates to Website	Zack	11:30 AM Discussion
7. Update Info Services Member Roster	Everyone	11:40 AM Discussion
8. Committee reports: a. Ebook b. Bib Standards c. Children/Teen d. Circ Sups e. Directors f. Marketing		11:50 AM
9. Announcements	All	12:00 PM

10. Agenda Items for Next Meeting	All	12:10 PM
11. Adjournment	Rose	12:20 PM

March Recorder: San Mateo County (San Mateo Public is next in rotation for April)

**Brown Act:** This meeting abides by Cal. Gov't Code § 54953.

Cal. Gov't Code § 54953(b)(1) “Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.”

Cal. Gov't Code § 54953(j)(6) A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both."

Gov't Code § 54953 (b)(2) “Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

All votes taken during a teleconferenced meeting shall be by rollcall.

The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.”

Gov't Code § 54953 (3) “If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e).”

### **Meeting Locations**

*Burlingame Public Library, 480 Primrose Road, Burlingame, CA 94010*

*Daly City Public Library, 134 Hillside Blvd, Daly City, CA 94014*

*Menlo Park Public Library, 800 Alma Street, Menlo Park, CA 94025*

*Redwood City Public Library, 1044 Middlefield Road, Redwood City, CA 94063*

*San Bruno Public Library, 701 Angus Avenue West, San Bruno, CA 94066*

*San Mateo County Community College District, 3401 CSM Drive, San Mateo, CA 94402*

*San Mateo County Library, 125 Lessingia Court, San Mateo, CA 94402*

*San Mateo Public Library, 55 West 3<sup>rd</sup> Avenue, San Mateo, CA 94402*

*South San Francisco Public Library, 901 Civic Campus Way, S. San Francisco, CA 94080*

*PLS/PLP Offices, 32 West 25<sup>th</sup> Avenue, Suite 201, San Mateo, CA 94403*

**Peninsula Library System Information Services Committee – 10 AM - February 18, 2025**

In Attendance: Justin Pham, San Mateo County; Jason Yap, Burlingame; Cynthia, Burlingame; Zack Whitley, Daly City; Iris Keenan, Menlo Park; Rose Waldman, Menlo Park; Caroline Yee, San Bruno; Paul Vaughn, San Mateo City; Kathryn Alexander, South San Francisco; Scott Young, PLS; Carol Frost, PLS;

1. Meeting called to order at 10:04 AM by Iris Keenan
2. Public Comments - None
3. Jason Yap motioned to approve, Zack Whitley seconded, roll call vote for approval. Meeting minutes approved.
4. Timothy Kielion and Bill Carlson presented on Data Axle Reference Solutions.
  - a. Data Axle Reference Solutions is a database of US businesses. Personal accounts allow patrons to save searches. A mobile app is available that accesses US business and consumer lifestyles. Will also show company subsidiary and private/public owners. Limited if parent company is a foreign company.
  - b. Collects information from phonebooks. Can search by company, legal name, executive name, city, state, phone number. Includes closed or out of business records for 1 year. Advanced search features includes: executive gender & ethnicity, business types (SIC/NAICS) businesses that are minority owned, veteran owned, woman owned, home based businesses, non-profits, number of employees.
  - c. Our account download limit is 50 internal/25 external. You can download records or email records into Excel spreadsheet.
  - d. US Consumer/Lifestyle database collects data from census. Allows users to search based on households that may be interested in a certain subject to help with marketing.
  - e. US New Movers/Homeowners database collects information from change of address data through Post Office. See how many people move into a set area or moved away.
5. Bibliocommons Bundle Memo
  - a. Motion to approve the suggestions by Jason Yap and seconded by Justin Pham. Voted to approve suggestions from memo.
6. Unhoused Resources
  - a. Are other libraries updating and providing resources for unhoused patrons. Community resources handbook seems to be the most helpful. Suggestion to invite contact from Life Moves to share information at future meeting
7. Weiss Financial Ratings
  - a. Overlap with Value Line, which some libraries already have, and price for Weiss would be cheaper if purchasing as a consortium. Also, not sure how much people will use it.
  - b. Vote to purchase as a consortium in 2 months. \$25,000 total if we all go in and broken down by current formula. Will see if Value Line will offer a similar deal for consortium by next meeting.
8. Updates to Website

- a. Youth Services Committee have updates and ticket sent 1/28/25. Update in process.
- 9. Committee Reports
  - a. Overdrive update
    - i. \$21,000 from CLA funds to increase world languages collection. To increase to 15 foreign languages. Email sent to find selectors to help increase collections. Will create at least 1 promotion and marketing.
    - ii. Suggestion to discuss vendors at future meeting.
- 10. Announcements
  - a. SMPL Director James Moore is leaving. Rukshana Singh will be interim director.
  - b. MPL has open full-time and hourly library assistant positions.
- 11. Agenda Items for Next Meeting
  - a. Paul will contact for Value Line demo at the next meeting.
  - b. Schedule Life Moves contact to talk about unhoused resources.
  - c. Weiss vote tabled for 2 months.
  - d. Daly City is next in line for in person meeting, but library is under construction for 1 year. SMPL will see if they have availability to host May meeting.
- 12. Meeting adjourned at 11:42 AM.