

## Peninsula Library System Information Services Committee

March 17, 2026

10:00am

<https://redwoodcity.zoom.us/j/95797168146?pwd=Mr5NzSpSXQk2URNpKWlOqaVTc7bAxy.1>

Meeting ID: 957 9716 8146

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### Peninsula Library System Information Services Committee

Fiona Potter, Redwood City Public Library  
Jason Yap, Burlingame Public Libraries  
Zack Whitley, Daly City Public Library  
Vanessa Walden, Peninsula Library System  
Scott Young, Peninsula Library System  
Justin Wasterlain, Peninsula Library System  
Scott Young, Peninsula Library System  
Rose Waldman, Menlo Park Libraries

Heriberto Madrigal, Redwood City Public Library  
Wilma Lee, San Bruno Public Library  
Justin Pham, San Mateo County Libraries  
Mary Torres Volken, San Mateo County Community Colleges  
Paul Vaughn, San Mateo Public Library  
Stacy Lain, South San Francisco Public Library

- |             |                                      |                 |
|-------------|--------------------------------------|-----------------|
| <b>I.</b>   | <b>Introductions and Roll-Call</b>   | Fiona           |
| <b>II.</b>  | <b>Approval of Consent Items</b>     | Fiona           |
|             | a. Approval of Agenda (Action Item)  |                 |
|             | b. Approval of Minutes (Action Item) |                 |
| <b>III.</b> | <b>Old Business</b>                  |                 |
|             | a. NewsBank Presentation             | Zack            |
|             | b. All-PLS Empower Cards Discussion  | Everyone        |
|             | c. Updates to Website                | Zack            |
|             | d. Measure K Programming Updates     | Stacy/Heriberto |
|             | e. BiblioSuggest User Limits         | Vanessa         |
|             | f. Committee Rotation (Action Item)  | Rose            |
| <b>IV.</b>  | <b>New Business</b>                  |                 |
|             | a. Data Axel Staff Training          | Vanessa         |
|             | b. WCAG 2.1 ADA Compliance           | Justin          |
|             | c. Vendors (in general)              | Everyone        |
| <b>V.</b>   | <b>Reports</b>                       |                 |
|             | a. Ebook                             |                 |
|             | b. Bib Standards                     |                 |
|             | c. Children/Teen                     |                 |
|             | d. Circ Managers                     |                 |
|             | e. Directors                         |                 |

- f. Marketing
- VI. Public Comment** –(Individuals are allowed three minutes, groups in attendance five minutes. It is system policy to refer matters raised in this forum to staff for further investigation or action if appropriate. The Brown Act prohibits the Administrative Council from discussing or acting on any matter not agendized pursuant to state law).
- VII. Review of Draft Agenda Calendar, Agenda** Fiona
- VIII. Announcements**
- IX. Adjournment**
- X. Recorder:** Menlo Park (San Bruno 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:

- (A) All votes taken during a teleconferenced meeting shall be by rollcall.
- (B) 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.
- (C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.
- (D) 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 (b)(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).”

In accordance with 54953.8(b)(8), please contact [info@plsinfo.org](mailto:info@plsinfo.org) for requesting a reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132),

**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 Infoservices Committee Meeting Minutes  
February 17, 2026  
10am

Meeting held at the Belmont Library and on Zoom.

Present:

Fiona Potter, Chairperson, Redwood City Public Library	Kathryn Alexander, South San Francisco Library
Rose Waldman, Menlo Park Library	Justin Pham, San Mateo County Library
Wilma Lee, San Bruno Library	Paul Vaughn, San Mateo Public Library
Jason Yap, Burlingame Library	Justin Wasterlain, Peninsula Library System
Francis Hebert, San Mateo County Library	Zack Whitley, Daly City Library

1. Meeting called to order at 10:04 am
2. J. Yap motioned to approve the minutes from the previous meeting. P. Vaughn seconded the motion. Approved by all present.
3. PLS Empower Cards
  - a. W. Lee said San Bruno would like to know the cost to participating libraries of Empower Cards.
  - b. Committee discussed the difficulty in getting costs from the multitude of vendors. Suggested that the rewards from getting empower cards to students may not be worth the cost.
  - c. J. Pham suggested SMCL may consider covering the costs involved in bringing empower cards to the entire county.
  - d. F. Potter will talk to the Circ managers committee; she will see about sending to Admin Council some kind of note or report that empower cards may not work at this time given the costs involved but this will depend on what circ manager committee says.
4. Website Update
  - a. Z. Whitley will update website with note about "One Book One Coast" program and remove "One Book One County."
  - b. P. Vaughn will send out information to update language information on website.
5. Measure K
  - a. J. Wasterlain said there is still about \$5,000 uncommitted money for smaller, branch programs and about \$12,000 to \$13,000 for larger programs and he is looking for ideas.
  - b. Committee members asked about using money for "One Book One Coast" programming and he J. Wasterlain said it could be ok to use measure K funds for this kind of program.
6. AI Narration
  - a. AI was discussed as it related to Hoopla. Hoopla gives libraries the option to turn off AI narration for patrons but R. Waldman would like it to be the patron's option; Hoopla has not responded to Waldman's request to make this possible.
  - b. R. Waldman asked if public and vendors know if something is AI or not
7. Bibliosuggest
  - a. Item was mostly tabled for March when Vanessa Walden returns.
8. BiblioCloud
  - a. F. Hebert suggested we pause implementation of Hoopla's integration to bibliocloud, as it will likely dominate all search results once integrated. Hoopla 's enormous collections

and manipulation of library searches will cause noise for patrons using the catalog. Group will notify V. Walden that it would like to pause implementation of Hoopla in BiblioCloud.

9. Newsbank

- a. Z. Whitley suggested the committee consider a consortium plan for Newsbank at the March meeting.

10. Vendors

- a. R. Waldman discussed Libraria and Follett in the wake of the closure of Baker and Taylor. Others mentioned using Ingram and Scholastic. These vendors do not provide the processing service that Baker and Taylor did. Some hope that Follett will step in to fill the void. Brodart has a big backlog.
- b. F. Hebert has met with Amazon but they weren't yet able to answer questions that were important to libraries. But Amazon has brought in experts to help with processing. No one on the west coast does any book processing so there is hope Amazon will.

11. Meeting adjourned at 11:11am

**CURRENT Chair Rotation Schedule**

	<b>Circ Managers</b>	<b>Info Services</b>	<b>ebook WG</b>	<b>Youth Services</b>	<b>Cataloging Standards</b>
Jul-22	SMP	BPL	BPL	DCL	
Jan-23	BPL	BPL	BPL	DCL	
Jul-23	BPL	DCL	DCL	SBL	SBL
Jan-24	DCL	DCL	DCL	DCL	SBL
Jul-24	DCL	MPL	DCL	RCL	SMP
Jan-25	MPL	MPL	DCL	RCL	SMP
Jul-25	MPL	RCL	MPL	MPL	SMCL
Jan-26	RCL	RCL	MPL	MPL	SMCL
Jul-26	RCL	SBL	MPL	SMCL	SSF
Jan-27	SBL	SBL	MPL	SMCL	SSF
Jul-27	SBL	SMCL	RCL	SMP	BPL
Jan-28	SMCL	SMCL	RCL	SMP	BPL
Jul-28	SMCL	SMP	RCL	SSF	DCL
Jan-29	SMP	SMP	RCL	SSF	DCL
Jul-29	SMP	SSF	SBL	BPL	MPL
Jan-30	SSF	SSF	SBL	BPL	MPL
Jul-30	SSF	BPL	SBL	DCL	RCL
Jan-31	BPL	BPL	SBL	DCL	RCL
Jul-31	BPL	DCL	SMCL	SBL	SBL
Jan-32	DCL	DCL	SMCL	SBL	SBL
Jul-32	DCL	MPL	SMCL	RCL	SMP
Jan-33	MPL	MPL	SMCL	RCL	SMP
Jul-33	MPL	RCL	SMP	MPL	SMCL
Jan-34	RCL	RCL	SMP	MPL	SMCL
Jul-34	RCL	SBL	SMP	SMCL	SSF
Jan-35	SBL	SBL	SMP	SMCL	SSF
Jul-35	SBL	SMCL	SSF	SMP	BPL
Jan-36	SMCL	SMCL	SSF	SMP	BPL
Jul-36	SMCL	SMP	SSF	SSF	DCL
Jan-37	SMP	SMP	SSF	SSF	DCL
Jul-37	SMP	SSF	BPL	BPL	MPL
Jan-38	SSF	SSF	BPL	BPL	MPL
Jul-38	SSF	BPL	BPL	DCL	RCL
Jan-39	BPL	BPL	BPL	DCL	RCL
Jul-39	BPL	DCL	DCL	SBL	SBL
Jan-40	DCL	DCL	DCL	SBL	SBL
Jul-40	DCL	MPL	DCL	RCL	SMP
Jan-41	MPL	MPL	DCL	RCL	SMP
Jul-41	MPL	RCL	MPL	MPL	SMCL
Jan-42	RCL	RCL	MPL	MPL	SMCL
Jul-42	RCL	SBL	MPL	SMCL	SSF
Jan-43	SBL	SBL	MPL	SMCL	SSF

**CURRENT Chair Rotation Schedule**

	<b>Circ Managers</b>	<b>Info Services</b>	<b>ebook WG</b>	<b>Youth Services</b>	<b>Cataloging Standards</b>
<b>Jul-43</b>	SBL	SMCL	RCL	SMP	BPL
<b>Jan-44</b>	SMCL	SMCL	RCL	SMP	BPL
<b>Jul-44</b>	SMCL	SMP	RCL	SSF	DCL
<b>Jan-45</b>	SMP	SMP	RCL	SSF	DCL
<b>Jul-45</b>	SMP	SSF	SBL	BPL	MPL
<b>Jan-46</b>	SSF	SSF	SBL	BPL	MPL
<b>Jul-46</b>	SSF	BPL	SBL	DCL	RCL
<b>Jan-47</b>	BPL	BPL	SBL	DCL	RCL
<b>Jul-47</b>	BPL	DCL	SMCL	SBL	SBL
<b>Jan-48</b>	DCL	DCL	SMCL	SBL	SBL
<b>Jul-48</b>	DCL	MPL	SMCL	RCL	SMP
<b>Jan-49</b>	MPL	MPL	SMCL	RCL	SMP
<b>Jul-49</b>	MPL	RCL	SMP	MPL	SMCL
<b>Jan-50</b>	RCL	RCL	SMP	MPL	SMCL
<b>Jul-50</b>	RCL	SBL	SMP	SMCL	SSF
<b>Jan-51</b>	SBL	SBL	SMP	SMCL	SSF
<b>Jul-51</b>	SBL	SMCL	SSF	SMP	BPL
<b>Jan-52</b>	SMCL	SMCL	SSF	SMP	BPL
<b>Jul-52</b>	SMCL	SMP	SSF	SSF	DCL
<b>Jan-53</b>	SMP	SMP	SSF	SSF	DCL
<b>Jul-53</b>	SMP	SSF	BPL	start of cycle	MPL
<b>Jan-54</b>	SSF	SSF	BPL		MPL
<b>Jul-54</b>	SSF	start of cycle	BPL		RCL
<b>Jan-55</b>	start of cycle		BPL		RCL
			start of cycle		start of cycle

**PROPOSED Chair Rotation Schedule**

Fiscal Year	Circ Managers	Info Services	ebook WG	Youth Services	Cataloging Standards
Jul-22	SMP	BPL	BPL	DCL	
Jan-23	BPL	BPL	BPL	DCL	
Jul-23	BPL	DCL	DCL	SBL	SBL
Jan-24	DCL	DCL	DCL	DCL	SBL
Jul-24	DCL	MPL	DCL	RCL	SMCL
Jan-25	MPL	MPL	DCL	RCL	SMCL
Jul-25	MPL	RCL	MPL	MPL	SMP
Jan-26	RCL	RCL	MPL	MPL	SMP
Jul-26	RCL	SBL	RCL	SMCL	SSF
Oct-26	SBL	SBL	RCL	SMCL	SSF
Jan-27	SBL	SBL	RCL	SMCL	SSF
2027/28	SMCL	SMP	SBL	SMP	BPL
2028/29	SMP	SSF	SBL	SSF	DCL
2029/30	SSF	BPL	SMCL	BPL	MPL
2030/31	BPL	DCL	SMCL	DCL	RCL
2031/32	DCL	MPL	SMP	RCL	SBL
2032/33	MPL	RCL	SMP	SBL	SMCL
2033/34	RCL	SBL	SSF	MPL	SMP
2034/35	SBL	SMCL	SSF	SMCL	SSF
2035/36	SMCL	SMP	BPL	SMP	BPL
2036/37	SMP	SSF	BPL	SSF	DCL
2037/38	SSF	BPL	DCL	BPL	MPL
2038/39	BPL	DCL	DCL	DCL	RCL
2039/40	DCL	MPL	MPL	RCL	SBL
2040/41	MPL	RCL	MPL	SBL	SMCL
2041/42	RCL	SBL	RCL	MPL	SMP
2042/43	SBL	SMCL	RCL	SMCL	SSF
2043/44	SMCL	SMP	SBL	SMP	BPL
2044/45	SMP	SSF	SBL	SSF	DCL
2045/46	SSF	BPL	SMCL	BPL	MPL
2046/47	BPL	DCL	SMCL	DCL	RCL
2047/48	DCL	MPL	SMP	RCL	SBL
2048/49	MPL	RCL	SMP	SBL	SMCL
2049/50	RCL	SBL	SSF	MPL	SMP
2050/51	SBL	SMCL	SSF	SMCL	SSF
2051/52	SMCL	SMP	restart cycle	SMP	restart cycle
2052/53	SMP	SSF		SSF	
2053/54	SSF	restart cycle		restart cycle	
2054/55	restart cycle				