



San Francisco Public Library

MINUTES
Council of Neighborhood Libraries
February 28, 2013
4:00 p.m.
Meeting Notes
CALL TO ORDER

HOUSEKEEPING

- The next regular CNL Meeting is set for **Thursday, March 28, 2013**, 4:00 p.m. – 5:30 p.m., Fisher Children’s Center, Main Library 2nd Floor.
- The next Steering Committee Meeting will be on **Tuesday, March 19, 2012**, 4:30 p.m., Room 601- Main Library.
- There are two (2) Library Commission Meetings in March 2013 - **Thursday, March 7** and **March 21** at 4:30 p.m. in the Koret Auditorium, Main Library.
- **Marcia Popper**, CNL Representative – Presidio Branch Library has volunteered to attend the Commission Meeting on **Thursday, March 7**.
- **Nora Dowley**, CNL Representative – Glen Park Branch has volunteered to attend the Commission Meeting on **Thursday, March 21**.

- Everyone is welcome to attend the Library Commission Meeting!

- **Approval of Minutes**
- The CNL Meeting minutes from January 2013 were approved.

- **Announcements:**

- Bayview Branch Library’s grand opening on Saturday, February 23 was a joyful celebration with music, dancing and great food.
- CNL’s Commission presentation on goals and plans has been moved to April 4.
- Library Commission supports Option 1 to increase hours up to 56/week.

- CNL members to review CNL’s Contact List for correct information. Updates may be given to Josie or emailed to cob@sfpl.org.

CURRENT ISSUES / UPDATES – Jill Bourne

- The Library Commission approved the budget to go forward with increasing operating hours in the branches.
- The baseline for operating hours is to open 45 hours a week. Some will open 50 or 56 hrs/ week.
- 19 out of 27 branches will be increasing their hours where needed. The Commission will vote to set the hours by July 1.
- The Main Library will continue to open 60 hrs/week with increased hours to Deaf Services; Library for the Blind and the History Room.
- The Commission also supported the Post Occupancy Investment to maintain the library's flooring, carpeting and maintenance projects needed at the branches.
- The Teen Center was also approved for construction and design for the next fiscal year.
- Jill offered CNL members to volunteer as testers on a laptop lending kiosks pilot program that allows patrons to check out laptops from the kiosks.

Action Plan and Goals - Edward

- Edward indicated five areas from the Action Plan to focus on this year:
 1. **Advocacy** – To develop brochure packets for the branch. CNL members may replenish packets as materials run low. Will need to develop North Beach's brochure. Will also need to have promotional material on CNL to promote CNL. Jane Hudson, District Manager of the Northwest district has been assigned to assist this area.
 2. **Recruiting** – Working with the Friends of SFPL to recruit CNL reps for the branches. Martha Neves, Assistant Chief of Branches will be assisting in this area. There are 7 branches that do not have representatives and 8 branches with only 1 representative. First priority is to recruit members for branches without a representative. Larry suggested distributing flyers to kid's parents via PTA.
 3. **Outreach** – Linda Brooks Burton, District Manager of Southeast district is assigned to assist in Outreach. CNL members will need to be more visible to the Board of Supervisors in their branch districts. Will need to work with the Friends of SFPL to develop dates for visiting the Supervisor in the library branch's district.
 4. **Program Support** – Kai Wilson, SFPL -Volunteer Program Coordinator to attend CNL meetings on a quarterly basis to provide updates on a list of ongoing projects in which CNL members may support.
 5. **Beta Testing** – CNL members may participate in testing products for SFPL through July 2013. (Laptop Lending Kiosks project – test to see if kiosks works properly). After testing products, provide a report with results of the project.
- During the month of March, training on downloading e-books will be offered at two locations. CNL members may attend these trainings.
- Branch Managers expressed an interest for CNL members to help out at community events. Edward is working on a list of outreach events for CNL members to participate and support.

ACTION→ Edward will invite project leaders to attend CNL meetings to discuss their roles and to develop activities.

ACTION→ Edward to prepare a spreadsheet for CNL members to identify their special talents, skills to share and contribute to the library.

Friends Liaison Report – Scott Staub

- The reception for the spring book sale is on April 2. Sale opens to the public on April 3-7.
- A brochure stand by the checkout is needed for CNL and Friends of the Library's applications.
- Fundraising for North Beach's project will begin soon. North Beach branch still needs a CNL representative.
- Harriet Sollod won a trip to the Library of Congress in Washington D.C. Congratulations Harriet!
- Edna commented on Black History Week at Oceanview Branch. She missed the opportunity to recruit a CNL representative because the program was so exciting and successful!
- Scott welcomes suggestions for celebrating the end of all the citywide BLIP projects. Twenty four branches will have been completed with North Beach branch as the final project.
- Charles mentioned that not all cities have BLIP projects like San Francisco. All the SF libraries are such exquisite buildings. He suggested having some schools produce a documentary of the BLIP libraries.
- Harriet suggested a "run or walk" from one library to another library.
- Alfred suggested having a "pilgrimage" by offering a "rubber stamp" or "t-shirt" of each library.
- Nina suggested "book sculptures" which are similar to the "heart sculptures" to be placed around the city so that the artist may express feelings on the library and on books.'
- Chet thought of branches being lighted on the outside at night.
- Nina suggested planting a tree representing each BLIP library branch as a permanent memorial.
- Scott said that these are all great ideas!

Library Commission Report –Sue Blackman

- Sue stated that two new commissioners will begin their four year term at the next meeting on March 7, 2013.
 - Commissioner John Lee and Commissioner Susan Mall, both appointed by Mayor Ed Lee in February 2013 – January 2017.
 - Commissioner Michael Nguyen and Commissioner Teresa Ono were both re-appointed by Mayor Ed Lee through January 15, 2017.

Edward thanked everyone for coming out to join us today.

Meeting adjourned at 5:35 p.m.

Respectfully submitted by: Josephine Lee