



San Francisco Public Library

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, April 21, 2016
TIME: 4:30 PM
PLACE: Koret Auditorium, Main Library, 100 Larkin Street, lower level

The meeting will be called to order.

Note: The Commission will hear public comment on each item on the agenda before or during consideration of that item.

1. General Public Comment

(This item is to allow members of the public to address the Commission on matters that are within the subject matter jurisdiction of the Commission and that do not appear on the agenda.)

2. Debt Service Supplemental Discussion/Possible Action

(Presentation, discussion and possible action to recommend approval of supplemental re-appropriation of FY 16 general reserves monies towards debt service payment and approval of the refunding of the Branch Library Improvement Program (BLIP) lease revenue bonds debt obligation.)

Explanatory documents: [City Librarian Memo dated April 18, 2016](#); [Debt Service Supplemental Presentation](#); and [Draft Resolution approving the debt service supplemental](#).

3. Controller's Office Library Staffing Analysis Discussion

(This is a status update on progress from the Office of the Controller, City Performance Unit's analysis of library public services staffing system-wide)

Explanatory Document: [Staffing Study Process Presentation](#)

4. Library Fines and Fees Schedule

Discussion/Possible Action

(This is a discussion and possible action to revise the Library Fines and Fees Schedule)

Explanatory Documents: [City Librarian Memo recommending changes to Library Fines and Fees Schedule dated April 18, 2016](#); [Fines and Fees Schedule Revision presentation](#); [Draft Revised Library Fines and Fees Schedule](#); [Draft Commission Resolution approving the Revised Library Fines and Fees Schedule](#); [Draft Ordinance for Board of Supervisors](#) approval; and [New York Times article "In San Jose, Poor Find Doors to Library Closed"](#).

5. City Librarian's Report

Discussion

(This item is to allow the City Librarian to report on recent Library activities and make announcements). The City Librarian will give updates on the Eureka Valley/Harvey Milk Branch Library Community Engagement Initiative; Council of Neighborhood Libraries; and highlights on Library Programs and Exhibitions

Explanatory documents: [Eureka Valley/Harvey Milk Branch Community Engagement Initiative Presentation](#); [Council of Neighborhood Libraries' presentation](#); and [Highlights on Library Programs and Exhibitions](#).

6. Labor Union Report

Discussion

(This item is to allow representatives of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.) The Labor Union will give an update on the Preservation Policy at SFPL and its effects on employees.

Explanatory Document: [Preservation Policy at SFPL presentation](#).

7. Approval of the Minutes March 17, 2016

Action

(Presentation, discussion and possible action to approve the minutes of the regular meeting of March 17, 2016)

Explanatory document: draft [minutes](#).

8. Adjournment in Memory of Richard Reineccius, long time Council of Neighborhood Libraries member Action

(Requires motion and public comment)

Sue Blackman Library Commission Secretary, 4/18/16

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6th floor, Main Library; (2) in the rear of Koret Auditorium immediately prior to, and during, the meeting; and (3), to the extent possible, on the Public Library's website <http://sfpl.org/librarycommission>.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to library commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance Sections 67.9, 67.28(b), and 67.28(d).

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Administrator, Sunshine Ordinance Task Force by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from the Sunshine Ordinance Task Force or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, <http://www.sfgov.org/sunshine/>

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite

2200, San Francisco, CA 94102, telephone (415) 252.3100, fax (415) 252.3112 and web site: sfgov.org/ethics.

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Accessible Meetings Policy

To ensure the participation of people with disabilities in all Commission public meetings, the following accommodations are offered:

Sign Language interpreters or real-time captioning will be available upon request, if possible. Requesting these services through the Deaf Services Center at (415) 625-9082 Videophone, (415) 557-4433 (TTY) or (415) 557-4434 (Voice) at least 72 hours prior to the meeting will help to ensure availability.

Assistive listening devices are available in the Koret Auditorium. Receivers may be picked up at the back of the room.

Agendas and meeting minutes are available in alternative formats upon request. Please make your requests for alternative formats to the Library for the Blind and Print Disabled at (415) 557-4253.

Requesting accommodations at least 72 hours in advance will help to ensure availability.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to perfumes and various other chemical-based scented products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Main Library, including the Commission meeting room, is accessible to persons using wheelchairs and other mobility devices. Entrances on Larkin Street, Fulton Street and Grove Street all are accessible. The Grove Street entrance has a ramp just inside the inner door that leads to a landing where visitors can use an elevator for access to the Lower Level.

The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call (415) 701-4485. Accessible parking is available at 355 McAllister, Civic Center Plaza Garage. Call (415) 863-1537.

For inquiries or requests for other accommodations, please call (415) 557-4557. Sue Blackman, Commission Secretary 7/16/12

DRAFT

SAN FRANCISCO LIBRARY COMMISSION

RESOLUTION NO. ____

RESOLUTION RECOMMENDING THE BOARD OF SUPERVISORS ADOPT AN ORDINANCE THAT DE-APPROPRIATES FY 2016 GENERAL RESERVES MONIES AND RE-APPROPRIATES SAID MONIES TO DEBT SERVICE; AND RECOMMENDING THAT THE BOARD OF SUPERVISORS APPROVE REFUNDING OF THE LIBRARY'S BRANCH LIBRARY IMPROVEMENT PROGRAM LEASE REVENUE BONDS

WHEREAS, On November 6, 2007, the voters of the City and County of San Francisco ("City") passed Proposition D, "Library Preservation Fund" ("Prop. D"), amending and restating Section 16.109 of the City Charter to authorize the use of Library Preservation Fund monies to provide library services and to construct, maintain and operate library facilities; and,

WHEREAS, The City issued \$34,265,000 in lease revenue bonds to partially fund the Branch Library Improvement Program in 2009; and,

WHEREAS, The Library wishes to refund its current outstanding lease revenue bonds which have an estimated \$28,045,000 remaining amount due to reduce its annual debt service costs; and,

WHEREAS, The fiscal year 2016 Library budget includes \$7,566,391 in general reserves monies; and,

WHEREAS, The City Librarian now proposes to de-appropriate \$7,566,391 in general reserves and re-appropriate said monies to debt service payment to reduce the principal amount due; now therefore be it,

RESOLVED, That the Library Commission hereby recommends that the Board of Supervisors approve a supplemental appropriation that would de-appropriate \$7,566,391 in general reserves and re-appropriate said monies to debt service payment; and be it

FURTHER RESOLVED, That the Library Commission hereby recommends that the Board of Supervisors approve refunding of the Library's lease revenue bonds pursuant to Section 9.109 of the San Francisco Charter.

Approved on _____

By a vote of:

Sue Blackman
Library Commission Secretary