



San Francisco Public Library

DRAFT

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of JANUARY 20, 2022

The San Francisco Public Library Commission held a regular meeting on **JANUARY 20, 2022** virtually and telephonically pursuant to Government Code Section 54953 (e) and the Sixteenth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency dated February 25, 2020. The purpose of the orders is to provide the safest environment for all persons consistent with San Francisco Department of Public Health Order of the Health Order No. C19-07y and current public health recommendations, while allowing the public to observe and address the Commission.

The regular meeting of the San Francisco Library Commission was called to order at **4:30 PM**

Commissioners Present: Huang, López, Mall, Ono, Wardell-Ghirarduzzi and Wolf.

AGENDA ITEM NO. 1 FINDINGS TO ALLOW TELECONFERENCED MEETINGS UNDER CALIFORNIA GOVERNMENT CODE SECTION 54953(e)

Public Comment

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, wished Bon Voyage to Library Commissioner John Lee. He asked what prevents the usual kind of meeting going forward and what standards the Library wants to consider with respect to reopening.

Motion: By Commissioner **ONO**, seconded by Vice President **HUANG** to Adopt the [Resolution of Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953 \(e\)](#).

Action: AYES 7-0 (Wardell Ghirarduzzi, Huang, Mall, Ono, Wolf, Lopez and Bolander)

AGENDA ITEM NO. 2 ELECTION OF OFFICERS

Public Comment

Peter Warfield said he hoped they would re-elect President Wardell Ghirarduzzi and Commissioner Mall as Vice-President and the other Commissioners are also qualified to be Vice President or President.

Commission Discussion

President Wardell-Ghirarduzzi advised Commissioners of the procedures for the election of Commission President and Vice President and called for nominations for Commission President,

Motion: Commissioner **ONO** made a motion to nominate Commissioner **Connie Wolf as President**.
No other nominations for President were made

Action: AYES 7-0 (Wardell Ghirarduzzi, Huang, Mall, Ono, Wolf, Lopez and Bolander)

Commissioner Mary Wardell Ghirarduzzi congratulated President Connie Wolf.

President Wolf thanked Commissioner Wardell-Ghirarduzzi for her service as President of the Commission for the previous six years, inspiring and guiding the Commission with integrity and that she is still an SFPL Commissioner so her experience, insights will still be essential and vital moving forward. Wolf thanked her for her extraordinary leadership, guidance, and kindness in ensuring that the library really is a resource for everyone.

President Wolf thanked the Commissioners for their support and called for nominations for Commission Vice President.

Commissioner Mall joined Commissioner Wolf in thanking former President Ghirarduzzi for her sterling years of service and said she was so glad she was staying on the commission, so they'll have the luxury of her experience and wisdom.

Commissioner Susan Mall re-nominated Pete Huang for Vice President, saying he has been a great asset to the Library and the Commission as VP.

Action: AYES 7-0 (Wolf, Huang, Mall, Ono, Lopez, Wardell-Ghirarduzzi and Bolander)

Vice President Pete Huang said he was excited to continue serving in this role and partner with President Wolf. Huang said Commissioner Wardell-Ghirarduzzi has been the model President, laying the groundwork for the Commissioners to continue growing what the Commission is and how it supports the Library.

AGENDA ITEM NO. 3 GENERAL PUBLIC COMMENT

Peter Warfield said there is talk about the performance of the Library to meet its free and equal access slogan. He asked for more publicity clearly everywhere the Library provides it, more than just online venues so the public understands programs being offered and can access them by telephone.

Daniel Kim, Administrator at Ryers University in Bayview Hunter Point thanked the Library for the impressive list of Black History Month Events and for distributing the Black Inventors Bookmark to all the libraries. Daniel Kim said he supports the Library's effort to highlight the invention and efforts of Black and African American people, that it's necessary to promote fairness and justice to correct this

record.

Marie Ciepiela, Executive Director Friends of the Library, congratulated President Wolf, and thanked Commissioner Wardell-Ghirarduzzi for her service. The Friends are excited about the Mellon grant and, with 2022 many programs are coming back, like More than a Month, which the Friends of The Library is so happy to fund, and the artists involved with it. Ciepiela said regarding intellectual freedom and that is something, which is a very hard moment that libraries are going and that she will be working on with the American Library Association as a current Board Member.

AGENDA ITEM NO. 4 FY 23-24 BUDGET PRIORITIES

Maureen Singleton, COO, presented the Fiscal Year 23-24 budget priorities. The COO gave background on the FY23 & FY24 budget calendar and estimates of the Library Preservation Fund (LPF), \$173.1 M – FY23 and \$184.4 M for FY24. Singleton outlined the budget priorities and principles, gave details on the collections budget, and reviewed the renovations at Mission, Chinatown, and new construction at Ocean View. She gave an outline of the Children & Family Recovery Plan Investment, building on the SFPL-DCYF services to help children and families recover from the pandemic.

Explanatory documents: [FYs 2023 and 2024 Budget Presentation](#)

Public Comment

Peter Warfield said he was particularly glad there were page headings for many of the pages and it would be helpful if library made references to page numbers. He said there was nothing about staffing in the budget and expressed concern about books collections, meaning actual books.

Commission Discussion

Commissioner Mall thanked COO, Maureen Singleton, and that she does a great job year over year with the budget. Mall said it looked like the elevator work was all in the branches and asked about the Main elevators if they are complete or in need of more money.

Singleton responded the elevator modernization work in the Main Library does not require any additional money and, the seven elevators at the Main have been fixed except the staff elevator, which will be complete in mid-February. They plan to hire an expert in the field to evaluate the elevators in the branch libraries.

City Librarian Michael Lambert said the major renovation projects at the Mission and Chinatown Branches will account for upgrading the elevator systems the plan is to have the elevators replaced during the capital project renovations.

Commissioner Mall said she was disappointed in the failure of several city agencies to conduct efforts to find an alternative to the Mission branch while it has been closed and the neighborhood did not have a different option.

Vice President Huang asked about where the growth and usage of e-books was coming from, over the past five-to-seven years, and if the team done any planning of where the budget falls in long term as we look towards the next few years.

City Librarian Lambert said the Library has done forecasting on this issue, pre-COVID the circulation breakdown was

approximately two-thirds physical, and one third digital collections. Digital has grown during pandemic and accelerated the growth of the digital collections which is now 50/50 digital and physical. The Library projects the demand for Digital will continue to grow. The City Librarian said we will put an Agenda item on a future Commission meeting for a report on the growth of e-collection versus physical collection.

Commissioner Bolander asked about CPI that the city gives regarding the budget increase.

COO Singleton responded the budget and Controllers Analysis Division looks at what assumption we should be making at the Department level, factoring in things like fringe benefits and labor cost assumptions and then they have recommendations for CPI changes we should do if we have changes to things, like fees.

Commissioner Bolander asked about shifting to the Cloud for services and if the Library sees that increasing or if it is the technology moving forward.

COO Singleton said part of the shift to the cloud is tied to reliability and recovery. She invited Chief of Information Technology, Michael Liang, to provide additional detail. Michael Liang replied the move to the cloud is for improving service, reliability, and recovery, such as if the Main goes down the branches can still operate.

Commissioner Bolander thanked staff for the presentation and said he would like to see more of the general strategy on shifting to the Cloud moving forward.

Commissioner Lopez thanked Maureen Singleton for the budget presentation and for making it easy for everyone to follow. She asked why there was an increase in the Poet Laureate's budget from \$5000.

City Librarian Lambert responded that SFPL looked at compensation for Poet Laureate's in other places and recognized San Francisco was not commensurate with other programs and The Library raised the compensation to \$35,000 making San Francisco's Poet Laureates the highest-level municipal compensation program.

Commissioner Wardell Ghirarduzzi said the increase for the Poet Laureate compensation is one of the most notable ways we can recognize them in this budget and the right thing and just thing to do. Poet Laureate roles have a lot of invisible responsibilities and labor and artists, in times like these, they are the Truth Sayers. We are the model on how to treat artists and Poet Laureate.

President Wolf said she appreciate the expansion of the Racial Equity Action plan to address and provide resources. Wolf thanked Maureen for making the budget process so easy.

AGENDA ITEM NO. 5 CITY LIBRARIANS REPORT

Shawna Sherman, Program Manager, African American Center and Co-Chair of the Racial Equity Committee presented More Than a Month: Black History, Culture and Heritage. Sherman discussed the Library's partnership with Dr. Carolyn Ransom-Scott to offer her Black Excellence, Black Invention Bookmark series, which will be distributed at every SFPL branch beginning in February. Sherman reviewed the extensive programming and authors the Library is hosting for More Than a Month and thanked The Friends of SFPL for their support and funding.

Jeanie Austin and Rachel Kinnon, SFPL co-Principal Investigators Jail, and Reentry Services gave an overview of the Mellon Grant, which is for \$2,000,000 for two-year period, January 2022-December 2023. They reported the grant will expand the capacity at SFPL for information access for incarcerated people.

Cathy Delneo, Chief of Branches gave an update on Branch Library Reopening, saying seven-day service has been restored, including evening hours include to Anza, Bayview, Bernal Heights, Chinatown, Eureka Valley, Marina, Merced, Mission Bay, Ocean View, North Beach, Ortega, Park, Parkside, Potrero, Presidio, Richmond, Sunset, West Portal, and Western Addition. Delneo said the remaining branches should be open by Spring 2022.

Explanatory Document: [More Than a Month Presentation](#), [Mellon Foundation Grant Presentation](#); and [SFPL Reopening Presentation](#)

Public Comment

Dr. Carolyn Ransom-Scott said she is a native of San Francisco and she was excited to be here to talk about the More Than a Month celebration, and the marvelous list of Black History Month events, which promote healing and wellbeing. Dr. Scott said she was the creator of the Black Excellence Black Inventors Bookmark series, which will be placed in SFPL Libraries. She said no other city or state is doing this and she is excited to usher in fairness and justice. She thanked President Wolf and Commissioner Ghirarduzzi for their service.

Peter Warfield said thank you for the report and all the positions. He said congratulations to President and Vice-President of the Commission. He said he was glad to hear about More Than A Month, Black History Culture programs and said he would like to hear more about Black History and Black Politics. He asked what the goals and expectations are for the Mellon grant.

Commission Discussion

Commissioner Wardell Ghirarduzzi thanked Shawna and her team for a remarkable program. She recognized Jeanie Austin and the significant work her team is doing to create professional standards in providing Library Services to incarcerated people and opening contemporary Librarianship on issues that matter.

Commissioner Ono thanked all the presenters. She said their presentations demonstrate that San Francisco is a trend setter and setting standards across the nation. Commissioner Ono thanked Dr. Scott for her enthusiasm and great comments.

Commissioner Lopez said the report is very thorough and she likes the partnerships and collaboration,

which is important to the More Than a Month Programming, and this type of work cannot be done without these other organizations. She said the Mellon Grant work and the population being served, which is often marginalized and tremendously stigmatized, is breaking stereotypes of people who have been incarcerated.

President Wolf concluded the discussion thanking Chief Librarian Lambert for his extraordinary leadership and thanked Jeanie, Shawna and Cathy for their extraordinary work moving ahead. President Wolf said ideas can be cheap, but it is staff that makes the Library what it is, and these amazing projects are models for others around the country to follow.

AGENDA ITEM NO. 6 APPROVAL OF MINUTES – DECEMBER 16, 2021

Public Comment

Peter Warfield commented on his comments from the December 16, 2021 Commission meeting and talked about his issues with Facebook.

Motion: By Commissioner **Wardell Ghirarduzzi** seconded by Commissioner **Lopez** to approve the [Minutes of the DECEMBER 16, 2021 Commission Meeting](#).

Action: AYES 7-0 (Wolf, Huang, Mall, Ono, Wardell-Ghirarduzzi, Lopez and Bolander)

AGENDA ITEM NO. 7 ADJOURNMENT OF THE JANUARY 20, 2022 COMMISSION MEETING

Public Comment

Peter Warfield said the Commission should place an item on the Agenda about what the Commission would like to see on future Agendas. He said he says this often.

Dr. Carolyn Scott said she was amazed by the meeting, it was her first attending nit not her last, she plans to bring back classrooms, children, friends, and community to see what the Library is doing.

Motion: By Commissioner **Wardell Ghirarduzzi** seconded by Commissioner **ONO** to adjourn the Commission Meeting of **JANUARY 20, 2022**.

Action: AYES 7-0 (Wolf, Huang, Mall, Ono, Wardell-Ghirarduzzi, Lopez and Bolander)

The meeting adjourned at **7:11 PM**

Margot Shaub

Library Commission Affairs Analyst

Please note: These are draft minutes subject to revision by the San Francisco Public Library Commission. Copies of the minutes and handouts are available in the office of the Library Commission Affairs Analyst, 6th floor, Main Library, 100 Larking Street, San Francisco, CA 94102-4733.

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Liaison Affairs Analyst/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 Commission webpage: sfpl.org/library-commission/public-notices/agendas. 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).