



# *San Francisco Public Library*

**DRAFT**

## **SAN FRANCISCO PUBLIC LIBRARY COMMISSION**

### **Minutes of the Regular Meeting of November 18, 2021**

The San Francisco Public Library Commission held a regular meeting on **NOVEMBER 18, 2021** virtually and telephonically pursuant to the Governor's Executive Order N-29-20 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. C19-07e 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 p.m.**

Commissioners Present: Huang, Lee, Mall, Ono, Wardell-Ghirarduzzi and Wolf. Commissioner Lopez joined the meeting at 4:54 PM.

### **AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT**

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said there is service degradation at the Library and a deficit in services, not one branch is back to pre-COVID hours.

Jane Glasby, retired from the Talking Books and Braille in January, spoke about the career of retiring Talking Books & Braille and Deaf Services Librarian Marti Goddard. She highlighted the value and dedication Marti Goddard brought to SFPL in providing library services to people with disabilities.

Marie Ciepiela, Executive Director Friends of the San Francisco Library highlighted the Friends' Annual Report, Audit and community needs survey. Marie Ciepiela said the Friends hired a company to interview 600 persons on how the Library had affected them and 97% believe that the Library is an essential service and 88% said the Library has played a crucial role in the pandemic recovery.

### **AGENDA ITEM NO. 2 FYs 2023 and 2024 Budget Priorities**

Heather Green, Chief Financial Officer presented the Fiscal Year 2023 and 2024 Library Preservation Fund Revenue expectations and Budget priorities. Heather Green said the Library will seek out ways to invest in equity and access, including WiFi on Bookmobiles, reliable asset preservation, electronic collections and enabling hybrid programming and partnerships with other department for civic stewardship and continued economic recovery. Heather gave an update of Mission, Chinatown and Ocean View Capital budgets.

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

## Public Comment

Peter Warfield said thank you very much for the presentation and that the Library's funding does not seem to be going down. He said he would like to know how it's being used. He asked about a few of the budget items and expressed his concern about electronic collections.

## Commission Discussion

There was no Commission discussion on the item.

President Wardell Ghirarduzzi said the presentation was straight forward and the Commission would have questions at future presentations as the budget priorities conversation continues.

## **AGENDA ITEM NO. 3 CITY LIBRARIAN'S REPORT**

Michael Lambert, City Librarian, introduced Cathy Delneo, Chief of Branches to give an overview of Branch reopening. Cathy Delneo shared that seven-day service was restored on November 13, 2021 at Anza, North Beach, Ortega, Park, Parkside, Richmond, West Portal and Western Addition branches. The Mission Branch has SFPL to Go Service and Bookmobile browsing, with the temporary site launch expected in early 2022.

Jaime Wong, Public Relations Officer provided an overview of the Branch Passport Initiative-also called the SFPL Explorer Map initiative to encourage patrons to visit each of the 28 branch libraries to discover what makes it unique and collect the branch designed stickers for their souvenir grade map. The program also includes recommendations of places to eat and visit in each branch neighborhood. Jaime Wong reported that teachers are giving this as an assignment to students.

Michelle Jeffers, Chief of Community Programs and Partnerships, presented the quarterly Total SF Book Club program, which the Library partners with the San Francisco columnist Heather Knight and pop culture critic Peter Hartlaub, who are also founders of the Chronicle's Total SF Podcast. Michelle Jeffers highlighted the events, starting with the first event almost a year ago to the more recent that was an in-person/online hybrid event in the Koret Wednesday night. The next event will be in February with Charlie Jane Anders, author of Victories Greater Than Death.

Kate Patterson, Director of Communications presented the 20-21 Annual Report, which was conceived as a yearbook, to capture and celebrate what the Library has been able to do during this historic time. Kate Patterson said the Annual Report was filled with firsthand experiences of staff serving as DSW and others who remained at the Library to 'hold down the fort.' She said the report illustrates how the Library served, doing so much, the milestones reached, and activities provided keeping the library going, which included virtual offerings. She said 200,000 people participate in the Library's more than 4,000 in-person story times. She cited the generous support of The Friends, which was integral to get neighborhood libraries open over the past year.

Explanatory Documents: [SFPL Reopening Update Presentation](#); [Branch Passport Initiative Presentation](#); [Total SF Book Club Presentation](#); [SFPL Annual Report Presentation](#) and [SFPL Annual Report \(FY21\)](#).

## Public Comment

Peter Warfield said it was outrageous to combine five reports in one item. He said in respect for reopening, nothing about the fact we're getting cheated on the hours. There are no pre-COVID hours except at the Main. He said thanks for all the presentations in any case.

## Commission Discussion

Commissioner Mall said this was a great report, she loves the Map, including the concept of knowing where to eat and shop nearby. Commissioner Mall asked who gets the Annual Report.

Kate Patterson answered that it is a small run, going to City Departments, the Mayor, the Library Commission and is filed as a public record.

Commissioner Mall asked if it was something The Friends might distribute to their members.

Commissioner Mall asked about Library Reopening and said she was disappointed that the Bayview branch was not available, and that location needs to be accessible.

City Librarian, Michael Lambert said the Bayview tried to reopen this past weekend but because of staffing and onboarding was unable to.

Commissioner Lee expressed gratitude for leadership and staff to reopening and the resources to bringing people back and providing many programs. He said the DSW testimonials

Commissioner Lopez echoed other Commissioners comments and said she had gratitude for all the work everyone has been doing and thanked staff/leadership for always keeping equity in mind and serving all our patrons. Commissioner Lopez said the Explorer's map is such a great activity to explore. Commissioner Lopez said she is excited to hear about the Mission location at the next meeting.

Commissioner Wolf thanked staff and their spirit, energy and determination and stamina. Commissioner Wolf said it has been a tough year and the Annual Report captures the spirit of what this year has been and documents an extraordinary year and she is sure there are challenges ahead we'll need to prepare for.

Commissioner Ono thanked the presenters. She said she has her own Explorer Map and visited all the branches before and will plan to visit them again. Commissioner Ono said the Wester Addition branch sticker had a saxophone, for the Jazz Area of the Fillmore and cherry blossom for Japantown. The Yearbook showed all the hard work that has been done and what this great team has done for San Francisco.

President Wardell Ghirarduzzi thanked the presenters saying each of them brought a spirit of generosity, deep competence and magnanimity, a lot of empathy and care for the work.

#### **AGENDA ITEM NO. 4 APPROVAL OF MINUTES OCTOBER 21, 2021**

##### Public Comment

Peter Warfield said he had several issues with the minutes.

**Motion:** By Commissioner **HUANG**, seconded by Commission **WOLF** to approve the [Minutes of the OCTOBER 21, 2021 Commission Meeting](#)

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

#### **AGENDA ITEM NO. 5 ADJOURNMENT**

##### Public Comment

Peter Warfield said the group should not adjourn without voicing what you used to do in the past, is have an Agenda Item in which anyone can say what you would like to see on future Agendas.

**Motion:** By Commissioner **MALL**, seconded by Commission **LOPEZ** to adjourn the Meeting of **NOVEMBER 18, 2021**.

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

The meeting adjourned at **6:16 p.m.**

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 Larkin 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-notice/agendas](http://sfpl.org/library-commission/public-notice/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)