



*San Francisco Public Library*

**MINUTES**  
**Council of Neighborhood Libraries**  
**March 29, 2018**  
**4:00 p.m.**  
**Meeting Notes**  
**CALL TO ORDER**

**Meeting Location: Latino Hispanic Room**

**CHAIR: Cathy Delneo, Chief of Branches**

**Attendees:** AJ Cave (ANZ), Larry Ware (BAY) Excused, Nina Youkelson (BHE) Excused, Lena Yu (CHI), Penni Wisner (EVA), Marcia Parrott (EXC) Excused, Ruth Grabowski (EXC) Excused, Nora Dowley (GPA), Jules Older (GGV), Laura Bernabei (ING) Excused, Susan Leurey (MER), Mailine Chew (MBA), Ruth Maginnis (NVA), Kathleen McClay (NBE), Tyrone (Ty) Robinson (NBE) Excused, Pinkie Bolden (OVI) Excused, Edna James (OVI), Bessie Hahn (ORT) Excused, Marcia Ehrlich (PAR) Excused, Diane Silver (PAR) Excused, Michael Leahy (PSI) Excused, Don Thielges (POR) Excused, Marcia Popper (PRE) Excused, Kaitlyn Tran (PRE), Elaine Cahn (RIC), Joan Walton (SUN), Deborah Oppenheim (SUN) Excused, Rochelle Fort (VVA) Excused, Anne Jones (WPO) Excused, Maryam Roberts (WPO) Excused, Callen Taylor (WSA) Excused

**Library Administrators:** Michael Lambert (Acting City Librarian), Sue Blackman (Library Commission Secretary), Michelle Jeffers (Chief of Community Programs and Partnerships), Rebecca Alcalá-Veraflor (Assistant Chief of Branches)

**Guests:** Marie Ciepiela (Friends of the SFPL), Michael-Vincet D'Anella-Mercanti (Friends of SFPL)

**HOUSEKEEPING**

- The next regular **CNL Meeting** will be on **Thursday, April 26, 2018, 4:00 p.m. in the Latino Hispanic Room B, Main Library, Lower Level**
- The next **Library Commission Meeting** will be on **Thursday, April 19, 2018, 4:30 p.m. at the Koret Auditorium, Main Library.**

CNL Members to attend the upcoming Library Commission Meeting:

- Thursday, April 19, 2018: \_\_\_\_\_ & \_\_\_\_\_

Please contact the Chief of Branches Office if you would like to volunteer to attend the meeting.

**ANNOUNCEMENTS**

- Upcoming Branch Open Houses:

4/7/2018	Sunset Branch Centennial Celebration	12:00 – 5:00pm
4/21/2018	Presidio Branch	12:00 - 5:00pm

- At the next CNL meeting on April 26<sup>th</sup> the Friends of the San Francisco Public Library will talk about their advocacy work and the ways CNL members can help in their efforts.
- There will not be a CNL meeting on May 31<sup>st</sup> on account of the Library Commission Meeting scheduled on the same day to discuss open hours.  
**ACTION** – Please plan on attending the Library Commission Meeting – strong CNL participation is needed!
- The Friends are partnering with Macy’s during their Annual Flower Show. Programs include a book drive from April 4<sup>th</sup> through April 8<sup>th</sup>, and a storytime on April 7<sup>th</sup>.
- The Golden Gate Valley Branch will celebrate their 100<sup>th</sup> Anniversary in June.

**UPDATES**

**City Librarian’s Report – Michael Lambert**

- Shellie Cocking has been named the Chief of Collections and Technical Services. As a 23 year veteran of SFPL, she has been serving as the Collections and Cataloging Manager in CTS for the past 7 years, managing the \$15M materials budget.
- Branch Capital Projects
  - \$19.8M has been approved to renovate the Mission Branch. Community engagement meetings are scheduled from May through June, with design development occurring sometime in the fall.
  - \$300K has been approved for community engagement and planning for the Ocean View and Chinatown Branch libraries.
- Open Hours Assessment
  - The Library Commission is required to assess the open hours every five years in order to set the hours for the next five year term.
  - The Controller’s Office worked with a survey consultant to provide recommendations for the Library Commission’s consideration.
  - Knowing that no new positions can be added, the Library is sensitive to the impact additional hours would have on the branches, and will be conservative by proposing modest increases.
  - CNL members are highly encouraged to attend the Library Commission Meeting on May 31<sup>st</sup> in order to provide much needed feedback.
- Nora (GPA) wanted to know more about G.A.R.E (Government Alliance on Race and Equity), which was part of the City Librarian’s Report at the last Library Commission Meeting.

- G.A.R.E is a network of government focused on addressing issues of racial equity in order to advance opportunities for all.
- Two SFPL staff members are a part of the city wide cohort. They will spend a year getting training and information to help form an internal task force that will develop a SFPL Race Equity Plan that will eventually involve the branches.
- Penni (EVA) asked for an update on the MIFI (mobile wireless hotspot devices) lending program.
  - Phase Two of Tech'd Out (the laptop and MIFI lending program) will roll out on May 7<sup>th</sup> to coincide with Connect with Tech Week. The four libraries currently participating (Bayview, Main, Ocean View, and Visitacion Valley) will receive additional MIFIs. MIFIs will also be available at two additional libraries (Chinatown and North Beach).
  - Jules (GGV) offered his help to anyone interested in creating and uploading movies to the internet, adding that the library's internet speed is very fast.
- AJ (ANZ) would like to see The Future of Libraries presentation that was given by Luis at the Library Commission Meeting on February 15<sup>th</sup>.
  - **ACTION** – Share the presentation at an upcoming CNL Meeting.

### **Library Commission Report – Sue Blackman**

- Dr. Mary Wardell Ghiarduzzi was re-elected as Commission President and Susan Mall was re-elected as Vice-President. Two vacancies still remain.
- The City Librarian recruitment is a long process that could conclude in early fall. The Library Commission will vet candidates and forward suggested names to the Mayor for appointment.
  - Nora (GPA) asked about the first steps in the recruitment process. An RFP (Request for Proposal) is developed and sent to recruitment firms. Commissioner Ghiarduzzi will act as the point person, and all of the commissioners will be involved in the selection of a firm.
- Roberto Lombardi, Director of Facilities presented a Safety and Security Update.

### **Summer Stride – Katrin Reimuller**

- The Library's annual all ages summer learning program runs from May 19 through August 19, and will feature artwork by Shawn Harris, illustrator of the Dave Eggers picture book *Her Left Foot*.
- Goals:
  - Increase awareness of the Library
  - Combat the “summer slide” – when children, especially those from lower income families, lose some of their literacy skills gained during the school year and fall behind, with the gap widening every year.
- Highlights:
  - YELL (Youth Engaged in Library Leadership) – a volunteer program for older teens to improve their neighborhood library while learning workplace skills.
  - Read, Write, Discover – a free literacy tutoring program for 1<sup>st</sup> – 8<sup>th</sup> graders.
  - FOG (Free Orton-Gillingham) Readers – a reading program to help struggling readers in grades 1-4.
  - Direct outreach – booklists mailed to SFUSD students will include a Summer Stride Guide and raffle ticket.

- Nora (GPA) asked for more information about the raffle tickets that come with the booklists. The raffle ticket will hopefully encourage students to come to the library. They do not need to be registered for the Summer Stride program to enter the raffle. The direct mailing raffle tickets will be tracked to monitor the effectiveness of this type of outreach.
- Ruth (NVA) asked if the Summer Stride materials will be available in other languages. The materials will be available in 6 languages and can be printed on demand by staff.

### **Connected Communities – Michelle Jeffers**

- Working with the Harvard Business School, the Community Programs and Partnerships division went through an intense Theory of Change workshop. Theory of Change is a tool used to promote social change by defining goals and the conditions that need to exist to reach them.
- San Francisco is one of the worst cities for social ties. To address this epidemic of loneliness the Library's goal is to foster shared experiences in order to create a more a connected community.
- The Library is able to boost opportunities for residents to connect with others through its programs, and in its ability to provide equitable access to resources.
  - Nora asked how these ideas will be shared with others. A structure for bringing these ideas to the staff is in the works.

### **Future Agenda Items – Cathy Delneo**

- Future of Libraries presentation given by Luis at the Library Commission meeting
- Collection development presentation from Shellie Cocking, Chief of Collections and Technical Services
- Invite the Library's new HR Director, Lori Regler to present
- Invite Roberto Lombardi, Facilities Director and Omar Castillo, Security and Safety Manager to present
- Friends advocacy efforts
- Take CNL through an engagement conversation with Community Programs and Partnerships Division

**Adjournment: 5:30 pm**

**Respectfully Submitted by Florinda Battad**