



San Francisco Public Library

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of September 18, 2014

(As approved at the regular meeting of November 6, 2014)

The San Francisco Public Library Commission held a regular meeting on Thursday, September 18, 2014 in the Koret Auditorium Main Library.

The meeting was called to order at 4:32 pm.

Commissioners present: Dunning, Lee, Mall, Nguyen and Wardell-Ghirarduzzi.

Commissioner excused: Ono

Vice-President Mall said because of the length of the agenda we are going to limit public comment today to two minutes on each item.

AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT

Peter Warfield, Executive Director, Library Users Association, stated limiting public comment to two minutes is an unlawful action. He said the Sunshine Ordinance specifically says you are required to allow three minutes. He said the Library Commission and administration has a sad history of lawlessness. He said a year ago the California Fair Political Practices Committee found that City Librarian Luis Herrera violated financial disclosure law.

Scott Staub, Executive Director, Friends of the Library, said he wanted to remind the Commission that next Tuesday kicks off the preview for the Friends 50th Big Book Sale, the largest used book sale on the west coast. He said he hopes to have the pleasure of seeing all of you at some point during the event.

A person from the audience pointed out that there is a draft document that states that Linda Brooks Burton passed away on September 20 and it was actually September 19.

Will Daly, said he is a volunteer with the Coalition on the Homelessness said he appreciates staff's willingness to work with the Coalition. He said

he believes number 16 discriminates against homeless people and the elderly.

Vice-President Mall asked him to hold his comments until discussion of the revisions of the Patron Code of Conduct.

Luis Herrera, City Librarian, said he wanted to take a moment to thank and congratulate our Chief of Branches, Edward Melton, who has been selected to serve as Director of Library Services for the Harris County Public Library in Houston, Texas. He said we are sad to be losing a wonderful member of our Executive Team.

AGENDA ITEM 2 BAYVIEW BRANCH LIBRARY RENAMING AND NEW SIGNAGE

Luis Herrera, City Librarian, said at the August 21, 2014 meeting the Commission held a public hearing in the community to discuss adding the name of Linda Brooks-Burton to the Bayview Branch Library. He said the background of this item is described in a memo to the Commission dated September 15, 2014. He said the Commission is being asked to take action on this name change effective tomorrow, September 19, 2014, the one year anniversary of Linda's death. He said this name change meets the Guidelines listed in Policy 601. He said the Library has been working with DPW on some proposed signage for the branch.

Edward Melton, Chief of Branches, showed photographs of the specific location for the new signage for the Bayview Linda Brooks-Burton Branch Library. He said specifics for the bronze plaque in the entrance are being worked out. He said the details of the narrative for the biographical plaque and photograph are being worked out with the community.

Luis Herrera, City Librarian, said the Commission is being asked to take action on the renaming and to approve the general design and location of the commemorative plaques and signage as presented.

Explanatory documents: [Memo from City Librarian dated September 15, 2014](#); [Presentation on signage](#); and [Policy 601](#) – Library Facilities Naming Policy.

Public Comment

Larry Ware thanked the Commission for going to the Bayview Branch and having the hearing in August. He said this renaming is a fitting tribute to Linda Brooks-Burton. He said he is proud of his community.

Peter Warfield, Library Users Association, said he supports the renaming for a variety of reasons. He said he is curious about the signage at the Branch and why the signage is only on the Third Street side. He said this is a tremendously wealthy library and three times the average of libraries its size and you may approve the waiver of the fee for the signage and he asks the Commission to do so.

John Templeton said he is a former member of the Friends of the Library Board. He said he concurs that this renaming is a great thing. He said the

Bayview Branch would not exist as it is today without the support and lobbying of Linda. He said the Bayview Linda Brooks-Burton Branch Library will be one of the sites on the African American Freedom Trail. Virginia Marshall said on behalf of the San Francisco Alliance of Black School Educators thank you for doing this. She said renaming this library gives the children of Bayview hope that one day they can do things like Linda Brooks-Burton.

A man from the audience said he is in support of the renaming and he has been told that we are more than fully funded for the signage. He said it is because we need to preserve the fleeting African American heritage in the Bayview.

Commission Discussion

Motion: By Commissioner Wardell-Ghirarduzzi, seconded by Commissioner Nguyen to rename the Bayview Branch Library to the Bayview Linda Brooks-Burton Branch Library and to accept the signage for the branch.

Action: AYES 5-0: (Dunning, Lee, Mall, Nguyen and Wardell-Ghirarduzzi).

The Commission recessed at 4:53 pm and reconvened at 4:56 pm.

AGENDA ITEM NO. 3 REVISIONS TO THE PATRON CODE OF CONDUCT POLICY 201

Luis Herrera, City Librarian, said the Commission is being asked to approve the Library's Patron Code of Conduct. He said there is a cover memo outlining the background of the item and the changes to the Code of Conduct. He identified the three categories of violations and explained the emphasis on training. He said they have also approved the appeal process including an arbitration process. He explained the additional staffing that has been approved by the Commission and the Board of Supervisors. He said public service is a high priority for us and a welcoming place for all residents and visitors of the City.

Michael Lambert, Deputy City Librarian, gave a presentation on the Patron Code of Conduct including describing the preamble. He described the various levels of violations and the suspension durations imposed for those violations. He said the Code of Conduct refers to suspension duration periods and other consequences imposed by the Library but that does not preclude or supersede other consequences or penalties that may be imposed by state or local law.

Luis Herrera, City Librarian, said the action before the Commission today is to approve the recommended changes to the Patron Code of Conduct that is before you.

Explanatory documents: [Memo from City Librarian dated September 15, 2014](#) regarding Patron Code of Conduct; Presentation on Revisions to the

Patron Code of Conduct; Draft [Revised Patron Code of Conduct Policy #201](#); [2008 Guidelines for Library Use](#); Draft Library Suspension/Exclusion Procedure to [Request an Appeal](#); and Draft [Request for Arbitration Procedure](#).

Public Comment

Peter Warfield, Library Users Association, said dressing this up doesn't change some of the very serious problems with these rules. He said it appears to be a war on the homeless and your critics. He said there are changes to the penalties including some which have decreased and others have multiplied. He said there are no procedures shown for how the appeals will work.

Michelle Cusano, Co-Chair of the San Francisco Family Support Network, said that the San Francisco Family support Network is a partnership of stakeholders in the family support field. She said they appreciated working with the library on this Code. She said they commend the library on its open, transparent and thoughtful process of developing this revised Code.

Jennifer Friedenbach, Director of the Coalition on Homelessness, said they have had a very positive experience working with the library. She said the policy is better overall but there are several tweaks that should be made.

Luis Herrera said there is a letter from the Coalition in your packets with their recommendations.

Will Daley, said he is a volunteer with the Coalition on Homelessness. He said they really do appreciate all the openness to the community input. He said there are several issues the Coalition still has with the Code of Conduct. He said there could be a legal issue on banning people for body odors.

Nick spoke about rules 4 and 10 which have to do with drug use. He said if the person's behavior is not problematic that the mere fact that someone possess or uses drugs should not marginalize them. He said the code should only address artificial odors.

Jason Gibbs said he is a San Francisco resident and has worked at the Main Library for 25 years. He said many residents do not take advantage of the library because they fear coming to the Main Library. He said the document before you is an improvement but it falls short of what is needed. He said the Code should go further in addressing criminal behavior.

Brent Paradise said thank you to the Commission for listening to him on the computer time and giving the extra hour for computer use. He said the Code of Conduct needs a lot more work especially the gun issue.

Cathy Delneo said she was the Park Branch Manager from 2006 to 2013 and she is now the Assistant Chief of the Main Library. She said she co-chairs the staff's security and communications task force. She said the group has been providing feedback on the Patron Code of Conduct. She said they are very appreciative that the administration included feedback from the library staff. She said the Task Force supports the revised Patron Code of Conduct.

Commission Discussion

Commissioner Dunning asked what would count as a second or third offense.

Michael Lambert, Deputy City Librarian, said it would be the second or third offense of the same kind.

Commissioner Wardell-Ghirarduzzi asked what other major library systems respond to the issue of natural vs. artificial odors.

Michael Lambert, Deputy City Librarian, said we have benchmarked our peer urban libraries across the country. He said these specific violations are very similar to what you would find in other libraries. He said through the guidance of the city attorney we have found that the case law does protect other individual's access to public library services. He said they will go back and check with the city attorney on the difference between natural or artificial scent.

Commissioner Dunning said she can understand the issue of body odor and it is a reasonable distinction between natural vs. artificial odors. She said if alcohol is banned then illegal drugs should be banned as well.

Luis Herrera, City Librarian, said we need to be sensitive and we need to provide the training in order to correct behavior. He said we have attempted to strike a balance and that this is an improved Code of Conduct.

Commissioner Wardell-Ghirarduzzi spoke regarding the size of objects that are allowed in the library.

Karen Strauss, Chief of Main, said the wording says large objects are not allowed in the library and the issues involve ease of access and maintaining clearance for evacuation in case of emergency.

Motion: By Commissioner Dunning, seconded by Commissioner Lee to approve the Patron Code of Conduct as presented.

Action: AYES 5-0: (Dunning, Lee, Mall, Nguyen and Wardell-Ghirarduzzi).

AENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT

Michael Lambert, Deputy City Librarian, said the library has expanded access to the internet system wide. He said patrons daily limits have been increased to a maximum of two hours per day. He said this was in response to popular demand. He said the library has also reengineered the service model to provide a more consistent and equitable system for our patrons. He said the majority of our internet express computers that only allowed a 15 minute session will now allow a 30 minute session. He said it will require a library card for entry. He said we are piloting a new program that will remove barriers to access. He said we are rebranding our restricted use library card and it is now being called a welcome card and will allow any individual visiting a library to be issued a free welcome card regardless of their housing status or their ability to immediately meet our id requirements.

Michelle Jeffers, Chief, Community Programs & Partnerships, said this is the 10th annual One City One Book and this year it is Tales of the City by Armistead Maupin. She said there will be programming, discussion groups and strong visual marketing around the city. She said the main event will be on October 23 at the Koret Auditorium. She showed a short video promoting One City One Book. She said in September and October there will also be Latino Hispanic Heritage Month celebrations. She said the 6th Annual Tricycle Music Fest will take on a Latin theme this month. She said there will be other exhibits and programming. She said Summer Read 2014 was just completed. She said the program features, events, films, crafts and educational events for all ages. She said it was sponsored by Friends of the Library and it was very successful once again.

Explanatory documents: [Press Release on Increased Internet Access](#); [Summer Read presentation](#); [One City One Book presentation](#); and [Latino Hispanic Heritage Month presentation](#).

Public Comment

Peter Warfield, Library Users Association, said the increased access is a gross public distortion. He said it is part of the Library's war on the homeless and the poor. He said while advertising increased access the library has actually limited the access that you have to two hours per day on any library computer except for the two that are able to be accessed anonymously. He said every move you make will now be traceable.

Brent Paradise said thank you for choosing Tales of the City as the One City One Book. He said thank you to the Commission for listening and caring and doing their jobs so well.

Deborah Doyle said she wanted to acknowledge Rosie Merlin who has been so active with One City One Book and she has moved on to the Berkeley Library.

A man from the audience said we live in a disgusting environment and we have lost focus. He said homelessness should not exist.

Commission Discussion

Commissioner Lee asked about the welcome card and whether it is traceable.

Michael Lambert, Deputy City Librarian, said the library is committed to an individual's freedom and we have a very strict privacy policy.

Luis Herrera, City Librarian, said we require some identification on a person's identity. We said we are trying to be more flexible. He said we have seen a significant increase in the number of cards issued.

AGENDA ITEM NO. 5 LABOR UNION REPORT

Betty Williams said a lot of work had gone into the Patron Code of Conduct so she was glad it was passed. She said she heard a lot of comments and she hopes that modifications can be made when deemed necessary. She said she wanted to commend the Library Commission on the renaming of the Bayview Library for Linda Brooks-Burton. She also congratulated Edward Melton on his new position.

Public Comment

Peter Warfield, Library Users Association, said congratulations to Edward Melton on his new position. He said there were a lot of good comments from the public on the Patron Code of Conduct. He said the Commission basically made no changes to the Code and there is little chance the Commission will be making any new changes.

AGENDA ITEM NO. 6 APPROVAL OF THE MINUTES JUNE 19, 2014

Sue Blackman, Library Commission Secretary, said there is a memo before the Commission regarding the preparation of the Commission Minutes. She said at the last meeting the Commission trailed the minutes of the June 19 meeting to incorporate several changes suggested by a member of the public. She said she has prepared that set of minutes and they are before the Commission today along with a revised condensed version, which is shorter and similar to the minutes of the Ethics Commission.

Explanatory document: [Memo from Commission Secretary dated September 15](#); [sample minutes from the Ethics Commission](#); [revised draft minutes of June 19, 2014](#) continued from the August 21 Commission meeting; new condensed version of draft [minutes of June 19, 2014](#).

Public Comment

Peter Warfield, Library Users Association, said at the last meeting Commissioner Lee asked that the Minutes be approved with the changes recommended by the public. He said the Library Secretary prepared a new set of minutes in order to recommend a policy change on the way the minutes are prepared. He said the shorter version does not incorporate the changes and it will take away a lot of the color and actual information out of your minutes. He said he has made a number of recommendations

averaging about one every four pages for a total of 31 words out of a total of 11,688.

Commission Discussion

Commissioner Lee said the example of the Ethics Commission format should be the gold standard so our minutes should be in conformance with their format.

Commissioner Dunning said she is supportive of the condensed version and that the previous minutes were more of a transcript.

Motion: By Commissioner Lee, seconded by Commissioner Dunning, to approve the Minutes of June 19, 2014 in the revised format similar to the Ethics Commission minutes as amended on page 3 to change the date Linda Brooks-Burton passed away from September 20, 2013 to the correct date of September 19, 2013.

Action: AYES 5-0: (Dunning, Lee, Mall, Nguyen and Wardell-Ghirarduzzi).

AGENDA ITEM NO. 7 ADJOURNMENT

Public Comment

Peter Warfield, Library Users Association, said in the past and on other Boards and Commissions there is an item for New Business at the end of the agenda. He said that is an opportunity for the Commissioners to say what they would like on future agendas. He said you should not adjourn until the Commission insists that their voice is heard on its wishes regarding agenda items.

Kati Hawkins O’Korry said she is from Bayview Hunters Point and she wanted to thank the Commission for naming the Bayview Branch Library after Linda Brooks-Burton.

Motion: By Commissioner Wardell-Ghirarduzzi, seconded by Commissioner Lee to adjourn the regular meeting of September 18, 2014.

Action: AYES 5-0: (Dunning, Lee, Mall, Nguyen and Wardell-Ghirarduzzi)

The meeting adjourned at 6:15 pm.

Sue Blackman
Commission Secretary

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>. 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).