



San Francisco Public Library

DRAFT

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of October 16, 2014

The San Francisco Public Library Commission held a regular meeting on Thursday, October 16, 2014 in the Koret Auditorium Main Library.

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

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

AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT

Peter Warfield, Executive Director, Library Users Association, said last month's Wired Magazine had an interview with Edward Snowden and there have been subsequent articles since his revelations have hit the public. He said what we have learned from the articles is that the web is completely not trustworthy. He said the library has no warning about the privacy issues that go with such usage.

Ray Hartz, Director San Francisco Open Government, said he is an advocate for open government. He said he has won many cases before the Sunshine Ordinance Task Force most of them against the Library Commission or the City Librarian. He said he intends to send two slides to be shown on the overhead projection for the next meeting. He said if you do not include his two slides, then he will file a complaint against the Library Commission, the City Librarian and the Mayor. He said the FPCC has found the City Librarian in violation and made him pay a fine and refile his economic interest statements.

Ellen Egbert said there was an article in the Chronicle about librarian stars. She said you recently honored Linda Brooks-Burton after her passing by naming the Bayview Branch after her. She wanted to encourage the Commission to get to know all the other twinkling stars the Library has in the system.

ADOPTION OF 2015 LIBRARY COMMISSION CALENDAR

Sue Blackman, Commission Secretary said the draft 2015 Commission calendar is available and it is similar to this year's calendar with one meeting a month and possibly two in February due to the budget.

Explanatory documents: Draft [2015 Library Commission Calendar](#)

Public Comment

Ray Hartz, Director San Francisco Open Government, said this is a limited meeting schedule where you meet once a month. He said the Commission missed a quarter to a third of its meetings last year because of lack of quorum or the meeting was cancelled at the last minutes so he said he hopes that pattern will not continue. He said he expects the public comment will continue to be three minutes and that the Commission not use the excuse of less meetings to change public comment to two minutes which violates the Sunshine Ordinance.

Peter Warfield, Library Users Association, said in a New Yorker article in 1996 there was an article stating that the library had dumped hundreds of thousands of books when it moved from the old Main to the new Main. In 1996. He said at that time there were three Commission meetings a month with two subcommittees that then went to two meetings a month and last year was shamefully cut in half to one meeting a month. He said if you keep cutting the meetings you think you can continue to cut public comment to two minutes are less.

Commission Discussion

Motion: By Commissioner Mall, seconded by Commissioner Dunning to approve the 2015 Commission Meeting Schedule to modify the language at the bottom of the page to read "There will be two meetings in February 2015 to discuss the budget. Due to the holidays, the meetings in November and December 2015 will be on the first Thursday."

Action: AYES 6-0: (Dunning, Lee, Mall, Nguyen Ono, and Wardell-Ghirarduzzi).

AGENDA ITEM NO. 3 STATUS AND BUDGET OF THE TEEN DIGITAL MEDIA LAB CAPITAL PROGRAM

Luis Herrera, City Librarian, said the Literacy and Learning Center is under construction and almost completed and they want to share with you the updated budget information.

Maureen Singleton, Chief Financial Officer, gave a presentation on the Teen Digital Media Lab Capital program status update. She explained the program background and the three phases: Tenant Improvements; Literacy and Learning Center; and the Teen Digital Media Lab. She showed photographs and drawings of the areas in the three phases.

She explained the Capital Program Budget and some of the necessary changes that have been made. She said in February of this year the budget was estimated at \$5,500,000. She said the current estimated budget is \$6,800,000. She explained the capital program expenditures to date.

Explanatory documents: [Memo from City Librarian dated 10/10/14](#); and [Teen Digital Media Lab](#) Capital Program presentation.

Public Comment

Peter Warfield, Library Users Association, said some basic information is lacking. He said there has not been a full report of what is going where in the library. He said the Literacy and Learning Center replaced bound magazines which are being dumped into Brooks Hall and are not easy to access. He said there has not been a full history of the budget increases for this project.

Ray Hartz, Director San Francisco Open Government, said every time the Commission deals with a budgetary issue it is never what you promise it to be. He said the Branch Library Improvement Program ended up costing double what the voters were told. He said this project was sold on the same basis. He said he would like to know what this will actually cost by the time it is done.

A member of the Board of Director for the Friends and a parent of teenagers said she wanted to thank the Commission for funding this project. She said the teens need to touch things and have high speed access. She said the San Francisco Public Library is a model in this country and our teen space should be spectacular.

Commission Discussion

Commissioner Mall asked what would success look like for the Teen Media Lab and the Learning Center.

Luis Herrera, City Librarian, said one measure of success would be numbers of people visiting the Center and making sure that the centers are full of a lot of activity. He said there are ways of measuring programming success. He said another measure of success would be in working with outside partners. He said another measure of success is keeping the technology robust and refreshed as needed.

Commissioner Mall said she went to both Stockholm and Chicago this summer and visited libraries there. She said the teen centers in both of the libraries is one of the jewels in their crown. She said San Francisco should be right up there.

Commissioner Wardell-Ghirarduzzi wanted to know about the programming for the Teen Center for students who are not in a traditional school time program.

Luis Herrera, City Librarian, said that we need to provide programming for those teens not in a traditional school program. He said at a future Commission meeting we will schedule the people that are working on the programming and the partnerships that we are developing. He said that it is still evolving and we have been working on this for over two years.

Commissioner Wardell-Ghirarduzzi said that the photographs showing the architecture is so beautiful that it can be used to promote learning in new and different ways.

Commissioner Lee said Commissioner Mall mentioned Stockholm and Chicago so it sounds like other libraries have done similar things. He asked what can be learned from these other libraries.

Luis Herrera, City Librarian, said we can always learn from other libraries and Michael Lambert is attending a seminar with the Urban Library Council about learning spaces. He said we are always engaging with other libraries and with our partnerships.

Commissioner Lee said the key element is the people who will be working with the teens. He asked about the phases and when we expect to start the construction phase.

Luis Herrera, City Librarian, said we are expecting the project to be complete in time for the American Library Association conference in June.

Julia Laue, Department of Public Works, said the Conference of Mayors and the ALA conference will be held in June so we need to have the project completed by that time. She said it is hard to build anything in an existing space and she thinks we have enough contingency to cover the project. She said the library will not need to be closed at any time during construction.

Commissioner Dunning asked about the contingency budget for the program.

Maureen Singleton, Chief Financial Officer, said the contingency reserve is usually 10% for this type of program. This project will need to have a lessons learned aspect. She said she would rather have a higher contingency because of the changing construction environment and it seems smart to have a decent contingency.

Julia Laue, Department of Public Works, said everything in this building is very customized. She said 20% of construction is usually a good starting point for a contingency.

President Ono asked about Phase 3 and the DPW administrative fee which went from \$60,000 to \$233,000.

Maureen Singleton, Chief Financial Officer, said we had to bring in additional consultants for the plumbing survey, signage, the AV consultant, bid advertisement, etc.

Julia Laue, Department of Public Works, said this building has a smoke control system and they had to do an analysis of the entire building.

Luis Herrera, City Librarian, had a choice about doing some value engineering, but we didn't want to sacrifice any of the state of art aspects and we wanted to be consistent with the vision. He said the Commission will be involved if there are decisions to be made about completing the project on time and anymore cost overruns.

President Ono asked if the teens will continue to be involved in the project and she asked about the marketing plan.

Luis Herrera, City Librarian, said we are continuing to involve the teens and are transitioning with another group of teens. He said we are currently working on the branding and the marketing plan and will be reporting back to the Commission.

Commissioner Nguyen said that he hopes we will keep up the pace with the evolving technology.

AENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT

Marti Goddard, Access Services Manager, said October is National Disability Awareness Month and she said we should all be proud that all of our libraries are ADA accessible. She gave a presentation on programs and exhibits that will be available throughout the month. She also explained the adaptive technology specifically designed for persons with disabilities.

Edward Melton, Chief of Branches, said we are presenting two community garden projects one in Mission Branch and one in the Portola Branch.

Jenny Rockwell, Children's Librarian at the Parkside Branch and Mary Ellen Massa, Children's Librarian at the Mission Branch gave a presentation on the Victory Farmer Program at the Mission Branch. The components of the program were a teaching garden; gardening lessons and workshops; collection of books on gardening and Eco literacy; teen victory farmer maintenance crew, harvest celebration and field trip to Farm to Table restaurant; and container gardening and worm workshops.

Nicole Termini Germain, Branch Manager at the Portola Branch, gave a presentation on the Portola Community Garden Project. She said she applied for a grant through the Friends of the Library and received \$750 and developed a partnership with the Alta Vista second grade superstars. She said everyone should go and visit the new garden.

Explanatory documents: Presentation on [National Disability Awareness](#)

[Month](#); and [Mission](#) and [Portola](#) Branch Gardens)

Public Comment

Ray Hartz, Director San Francisco Open Government, said he taught a class in Hawaii on compliance with the Americans for Disability Act. He said it is a moral imperative to include access in all public facilities. He said he appreciates the branch librarians because they show how much they care about their individual communities. He said he finds it ironic that the ADA is cited for cost overruns for capital projects at the library. He said the ADA has been in place for 35 years and you have a responsibility to include these things in projects.

Peter Warfield, Library Users Association, said he was surprised that we are just now in compliance with all ADA requirements because our library has triple the funding of the average of libraries serving this population size. He said it would be good to mention things like the disabled kit. He said the stories about the gardening were interesting and he was glad to hear about the tie ins with the books.

Commission Discussion

Commissioner Mary Wardell-Ghirarduzzi said she wanted to thank the librarians for their presentations and for what they do for children.

President Ono said those were three very good presentations.

AGENDA ITEM NO. 5 LABOR UNION REPORT

Betty Williams, Union Steward, said labor has no report at this time, but she wanted to make personal comments about the stars in the library's system. She said it makes her proud to represent the workers.

Public Comment

Peter Warfield, Library Users Association, said he always appreciates and learns something from librarians. He said there is a book called Winners and Sinners, which was based on stories from the New York Times. He said the Stars of the library would be some the Commission might want to hear more about. He said the Commission might want to have a Stars and Bars section because while no one has gone to jail, there have been a lot of legal violations as determined by other bodies.

Ray Hartz, Director San Francisco Open Government, said he has been a regular user of the library and at one point spent an hour a day while in school helping out in the library. He said his concerns are not with 99% of the library staff. The librarians on the front line are what makes this library the success it is, not the Library Commission or the Library administration.

AGENDA ITEM NO. 6 APPROVAL OF THE MINUTES AUGUST 21, 2014

Public Comment

Ray Hartz, Director San Francisco Open Government, said on page two there is an example of an indented paragraph and that is his 150 word summary, which he fought for two years to insure that what he had to say was included in the official records of the Library Commission meetings. He said previously his statements were misrepresented or modified. He said he hopes that you will read those statements. He said he will be sending two slides to the next meeting to insure that he has the same access to be able to utilize audio visual equipment.

Peter Warfield, Library Users Association, said under General Public Comment he said it is wonderful to see such a big turnout at the branch and that was not included in the minutes. He said Ray Hartz was concerned that there was no effort by the Library Commission to determine where the money from the Friends goes and that is different from what is in the minutes. He said on page five under his comments about Linda Brooks-Burton he said it was a very good thing to have a reminder of her light through her name being associated with the branch. He said Corey Hawkins' remarks on page 6 did not reflect her passion about the scandalous way the Anna Waden Branch got its name. He said nothing of the content of the Mayor's letter is reflected in the item on Mayor's Policy on Commissioner Attendance. He said his comments under the City Librarian's report did not include his full comments.

Commission Discussion

Commissioner Dunning said there is one typo on page 7 under her comments where it reads "the community will have her vote in September 18" and that should read "the community will have her vote **on** September 18."

Motion: By Commissioner Dunning, seconded by Commissioner Mall, to approve the [Minutes of August 21, 2014](#) with the amendment listed above.

Action: AYES 6-0: (Dunning, Lee, Mall, Nguyen, Ono and Wardell-Ghirarduzzi).

AGENDA ITEM NO. 7 ADJOURNMENT

Public Comment

Peter Warfield, Library Users Association, said the Commission should adjourn in honor of Zoia Horn who was a giant in reputation in the library world for having gone to jail in 1973 for not turning over patron information to the FBI.

Motion: By Commissioner Ono, seconded by Commissioner Wardell-Ghirarduzzi to adjourn the regular meeting of October 16, 2014 in honor of Zoia Horn.

Action: AYES 6-0: (Dunning, Lee, Mall, Nguyen, Ono and Wardell-Ghirarduzzi)

The meeting adjourned at 6:44 pm.

Sue Blackman
Commission Secretary

Please note: These are draft minutes subject to revision by the Public Library Commission. Copies of commission minutes and handouts are available in the office of the secretary of the San Francisco Public Library Commission, 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 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).