



San Francisco Public Library

DRAFT

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of December 19, 2019

The San Francisco Public Library Commission held a regular meeting on December 19, 2019 at the Koret Auditorium, Main Library.

The meeting was called to order at 4:30 pm.

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

Commissioner Ono is expected.

AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT

An anonymous citizen said he attended these meetings for 38 years and in that time no one ever declined an adjournment in memory of someone who had passed away. He said Ernest J. Gaines was the first Commissioner that he knew of that was not honored by the Commission on his passing. He said he was possibly the first African American to serve on this Commission and that racism is just one source of ignorance. He said Ernest Gaines may have been the most distinguished person to serve on the Library Commission.

Peter Warfield, Executive Director, Library Users Association, said there was no explanatory document for the adjournment of this meeting for Mark Coats. He said there is something at the back of the room, however. He said the library looks like a slum and its crawling with lots of security people. He said there was a suicide and there is ugly black netting and caution signs everywhere. He said there has been no explanation at the Library Commission on this. He said there are new computers but no new catalog computers. He said there are no more printed notices for 19,000 people.

Art Perseco said he is a member of the California Alliance for Grey Americans and the Grey Panthers. He said he objects to the elimination of mailed notices. He said there should be equal access to anyone. He said the library should live by its own mission statement. He said he urges the library to rescind its decision to stop mailing printed notices.

Nick Pasquariello said he has started a committee to restore the mailed notices to this library. He said this is a form of elder abuse because this largely affects seniors in San Francisco. He said there are grave equity issues involved. He read a statement that was read to the Democratic Central Committee asking them to urge the library to reinstate the mailed notices.

Susanne Lee, said she is opposed to the elimination of print notices. She said there should be some way to accommodate those who want print notices.

Karen Fishkin said she is on the board of Senior Disability Action and also on the board of the Grey Panthers. She said the senior and disabled communities are overlooked and should be accommodated. She said she is also on the Board of the Haight Ashbury Neighborhood Council and they unanimously passed a statement that said library patrons without access to computers must be issued mailed notices. She said she is concerned that the library does not have a metal detector to prevent guns from entering the library.

AGENDA ITEM NO. 2 MAYA ANGELOU STATUE SELECTION COMMITTEE

Michael Lambert, City Librarian, said there is a memo in the packets along with the ordinance giving the background of the project. He introduced Susan Pontius, Arts Commission Director of Public Art. He said this discussion will include who the Library Commission would like to appoint to serve on the Arts Commission review committee for the artist who will create the sculpture honoring Dr. Maya Angelou at the Main Library.

Tom Fortin, Chief of Main, said staff and patrons are excited about the idea of the new statute of Maya Angelou.

Susan Pontius, Director of Public Art, Arts Commission, gave a presentation explaining project goals and the artist selection process and schedule.

Explanation documents: [Maya Angelou Statue memo December 16, 2019](#) ; [Maya Angelou Statue Main Library](#); [Maya Angelou Statue Ordinance](#)

Public Comment

Peter Warfield, Executive Director, Library Users Association, said yesterday the House of Representatives Impeached our President, he said he remembers when Maya Angelou read a poem at the inauguration of a different President. He said he previously expressed his concern

about when the wording of the ordinance was changed from statue to artwork. He said a little more background on what happened with the previous recommendation would be helpful.

Commission Discussion

Commissioner Mall asked about the changes to the Ordinance.

Susan Pontius, Director of Public Art, Arts Commission, said the original ordinance had read “Maya Angelou Statue” but that was changed to Maya Angelou “figurative representation” and that was the one given to the Arts Commission.

Commissioner Dunning asked about the goals of the project sponsor.

Susan Pontius, Director of Public Art, Arts Commission, said the Arts Commission did not read that to be specifically a statue.

Motion: By Commissioner Mall, seconded by Commissioner Wolf, to appoint President Mary Wardell-Ghirarduzzi to serve on the Arts Commission Selection Committee.

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

AGENDA ITEM NO. 3. FYS 2021 and 2022 BUDGET PRIORITIES

Maureen Singleton, Chief Operating Officer, gave the presentation on the FYs21 and 22 Budget. She explained the budget calendar and gave the budget background. She explained the investment proposals for each of the strategic priorities including Premier Urban Library, Literacy and Learning, Youth Engagement, Digital Strategies, Partnerships for Excellence, Organization Excellence, and Facilities Maintenance and Infrastructure. She gave the summary of all proposed investments. She said the Library Commission will review the budget again in January and approval of the budget by the Commission will be in February.

Commissioner Ono entered the meeting at 5:16 pm.

Explanatory documents: [Budget FY 2021-22](#) ; [Budget FY 2021-22: Attachment I](#)

Public Comment

Peter Warfield, Executive Director, Library Users Association, said he is not happy with the lack of real clarity regarding what is going on with books and materials being provided to the public. He said there used to be a pie chart showing the budget and there is not one this time. He said there are less computers on the third and fourth floors to search the catalogs and this is a de-emphasization of books in his opinion.

Commission Discussion

Commissioner Wolf said she wanted more information about two new programs. She said the first was the book vending machines and the second is the Honorbound Collections.

Michael Lambert, City Librarian, said the automated kiosks are an opportunity to pilot a new service model. He said there are many neighborhoods that are not served by a close branch library. He said this will be a way to extend our reach into those neighborhoods. He said the Honorbound Collections would help families in underserved communities build their own libraries at home and take away collections that they can keep.

Commissioner Wolf asked about the \$460,000 for the book vending machines and how that money would be spent.

Michael Lambert, City Librarian, said that amount is for one location and we are budgeting for the most robust version.

Commissioner Mall asked about the opening day collection.

Shellie Cocking, Chief Collections and Technical Services, said after a branch has been closed for remodeling, we reopen with a brand new fresh collection.

Commissioner Mall said the Mayor has required all agencies to cut back 3.5% and how does that affect the Library.

Maureen Singleton, Chief Operating Officer, said that is only applicable to the general fund departments and we are considered a self-supporting department because of the fortunate position we are in because of the Library Preservation Fund.

Commissioner Mall asked about the vending machine and how that is different from a bookmobile

Michael Lambert, City Librarian, said it is not staffed and is available 7 days a week 24 hours a day.

Commissioner Huang asked how many FTEs are needed for the bookmobiles.

Michael Lambert, City Librarian, said we have four bookmobiles.

Commissioner Huang said exploring the vending machine is a worthwhile idea especially when we are looking at costs relating to FTEs.

Commissioner Dunning asked about the 90 laptops and how we determine end of life.

Michael Liang, Chief of Information Technology, said the first kiosks were 4 or 5 years ago so as we move forward every five years and they will need to be replaced. He said the computers get refurbished. He said this is a one time refresh for a large number of laptops.

Michael Lambert, City Librarian, said we do not have a high loss rate for the laptops.

Michael Liang, Chief of Information Technology, said the laptops will not be functional outside of the library.

Commissioner Lee said he is interested in learning more in January.

Commissioner Ono said she is also looking forward to learning more in January.

AGENDA ITEM NO. 4. SURVEILLANCE TECHNOLOGY POLICY

Michael Lambert, City Librarian, gave the background of the item and introduced Randle McClure who would be giving the presentation.

Randle McClure, Chief Analytics Officer, gave the presentation and explained the purpose of the ordinance. He highlighted a portion of the ordinance and said that the full text of the ordinance is available in the packets and in the back of the room. He said the Library's partners are the Committee on Information and Technology (COIT) and the office of the City Attorney. He said there was a Citywide inventory and listed the various types of technology the ordinance address. He said the current SFPL inventory includes passive RFID, Envisionware Computer Management Software and Security Cameras and he explained each of these. He explained the project timeline and annual reporting.

Explanatory documents: [Surveillance Technology Policy](#) ; [Surveillance Technology Policy Ordinance](#)

Public Comment

Peter Warfield, Executive Director, Library Users Association, said the previous discussion did not include new initiatives and that new initiatives should not be discussed under cover of budget and they should be discussed as separate items. He said he has been very concerned about RFID and other privacy busting practices. He said RFID tags set people up for others to track what people are reading and to track people on a selective basis.

Commission Discussion

Commissioner Huang said he has personal experience with this type of ordinance. He said this is really tricky and he appreciates the work the staff has done on this.

Commissioner Lee asked about the laptops and the history on them.

Michael Lambert, City Librarian, said with respect to using our public access computers and laptops, there is an internet user policy. He said the computer booking history is deleted and any history on the machine is deleted once the user has finished.

Commissioner Lee asked about the annual report and how many FTE would be needed.

Maureen Singleton, Chief Operating Officer, said this is an unfunded mandate and the expectation is that we do it with existing staff.

President Wardell-Ghirarduzzi said this has been an education for all of us.

AGENDA ITEM NO. 5 ADJOURNMENT IN MEMORY OF MARK COATS, SAN FRANCISCO PUBLIC LIBRARY CUSTODIAN

Michael Lambert, City Librarian, said Mark Coats was a valued member of the San Francisco Public Library's staff and a dedicated public servant. He said he worked for the Library for the past five years and his death has deeply saddened our team. He said we are fortunate to have members of his family present.

Public Comment

Charles Coleman said on behalf of all the custodians in our unit the deepest sympathy is extended to the entire Coats family. He said we honor his memory. He said our new equipment room will be designated "Mark's Place".

Ramona Burton said she is Mark's sister and she is the oldest of 8 children. She said she wanted to thank the Commission for honoring her brother at this time. She said his death is extremely painful for her family.

Camille, Mark's mother said he was the troublemaker of the family starting on his first day. She said he was her favorite.

Mark Coats' niece said thank you to the Commission for honoring her uncle Mark Coats. She said she was extremely disheartened at the beginning of this meeting when Mr. Warfield called the library a mess and dishonored her uncle who worked really hard to keep it clean. She said perhaps instead of Mr. Warfield complaining on every item, he could use this platform in a positive way.

A woman said she was Ramona's best friend and she always told her that Mark was her mother's favorite. She said she knew that his mother loved all of her eight children but that Mark was her favorite.

A woman worked with Mark on the night shift and said she is going to miss him. She said he was working and singing all the time and staff will always miss him.

Commission Discussion

Commissioner Mall said she did not know Mark Coats but it sounds like he was a wonderful man and she gave the family her condolences.

Commissioner Dunning gave the family her condolences and said it is a reminder to her about how many people it takes to make a system like this run. She said Mark Coats was part of what makes the Library the City's highest rated department.

Motion: By Commissioner Mall, seconded by Commissioner Wolf, to adjourn the meeting of December 19, 2019 in memory of Mark A. Coats.

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

The meeting adjourned at 6:20 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).