



San Francisco Public Library

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of November 19, 2020

(As approved at the regular meeting of December 17, 2020.)

The San Francisco Public Library Commission held a regular meeting on November 19, 2020 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 Officer No. C19-07e and current public health recommendations, while allowing the public to observe and address the Commission.

The meeting was called to order at 4:31 p.m.

Commissioners Present: Huang, Lee, López, Mall, Ono, Wardell-Ghirarduzzi and Wolf
(Commissioner Lee joined the meeting at 6:15 p.m.)

Default Library Commission Secretary: Michael Lambert, City Librarian

AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said that the procedures were very inadequate in terms of the description on the agenda. He said it's a great deal that's there but there's also a great deal that's not there. He said for example, he tried to call at 4:30 p.m. sharp and repeatedly was told that the numbers that he entered for the accesscode were either wrong or the meeting hadn't started yet and the number that was read back to him was 4685 even though he had entered the 6 + 4 10-digit access code repeatedly and then was just hung up on. He said there was no way to know whether that meeting was in progress or whether it had started and whether he had the right number or not. He said after doing it three times and entering the code multiple times, each time being told 4685 was no good or the meeting hadn't started, he finally was able to get in and it started. He said it wasn't right and certainly nerve-racking for somebody who wanted to know if this was the right meeting and so on. He said there was no opportunity to clarify who the next caller would be and that's wrong. He said in general, he wanted to say thank you for the mailed information sheet that Michael Lambert sent and he's curious how many people or what proportion of the Library's active users or inactive users got it. He said it's nicely arranged in seven languages and it referenced magazine availability but there did not seem to be any quality control or any standards of service that the Library provided. He said he asked for five magazines, but three of them, the most recent were five months old and the most recent of the two remaining were two months old.

Xima Avalos, a librarian at the San Francisco Public Library, said she was just in a meeting where she was notified that Library policy couldn't change without the sign off of the Commission and she was thinking that in light of the City of San Francisco just passing Proposition E which amended the City Charter with regards to the staffing levels of SFPD, if it might be time to reconsider the nature and the make-up of the Library Commission. She said if the Library Commission was signing off on our policies but it's made up of individuals who didn't have library experience and were appointed by the mayor but it's not quite clear why or how they were chosen and because their emails were not listed on the website, there's no way to get in contact with them other than during these meetings which during non-pandemic times, when held in person were incredibly difficult for staff to attend because they occurred during work times. She said it's just something to consider in this time, when the City Charter was being considered and how the communities could be better served and how SFPL as a city department that was rated so highly could do its best to make a positive change at City Hall, in the city and the community.

Maurice Rivers, Executive Director of the OMI Cultural Participation Project in District 11, said he was curious about what the plan was for the Ocean View and Ingleside Branch Libraries. He said that they were projected to have a new branch library built and now that's all on hold, so he wanted to know what the plan was for equity as far as District 11.

An anonymous caller, said she would like to raise concerns about the Library's use of patron information. She said she'd been receiving emails from the Friends of the San Francisco Public Library in August and she went back to look at an email that she got from them and it was about Summer Stride which asked for a donation to the Friends of the San Francisco Public Library. She said when she signed up for Summer Stride, she did not consent for the Public Library to provide her information to the Friends of the San Francisco Public Library. She said that's the only method that as far as she's aware, that Friends of the San Francisco Public Library could have gotten her contact information. She said she's very concerned about why the Public Library was providing her contact information to the Friends of the San Francisco Public Library without her consent and presumably, she's not the only Library patron whom this had occurred to so she would like the Library to review its privacy practices. She said she's also kind of concerned that the meeting today started in a practice session, which would seem to be equivalent to a closed session, which was not announced. She said she felt like there were Brown Act issues going on there. She said that the Library Commission needed to review how to conduct its meetings.

AGENDA ITEM NO. 2 MAYA ANGELOU ARTWORK UPDATE

Michael Lambert, City Librarian, said that it had been nearly a year since the Library Commission discussed the Maya Angelou artwork project and this initiative was born out of the San Francisco Board of Supervisors' resolution passed in 2018 entitled "Affirming San Francisco's Commitment to 30% Female Representation in the Public Realm by the year 2020." He said the Maya Angelou artwork to be housed in front of the Main Library was set to honor one of the most important literary artists and activists of our time and would serve as an ever-present role model and inspiration to girls and young women. By recognizing and honoring Dr. Angelou's contribution, this artwork would express the value the city places on the contributions and achievements of all women.

Michael Lambert, City Librarian, introduced Denise Bradley-Tyson, Acting Director of Cultural Affairs for the San Francisco Arts Commission.

Denise Bradley-Tyson, Acting Director of Cultural Affairs gave a presentation on the update of the Maya Angelou project. She said the main headline of her update was at the November 2, 2020 meeting of the Arts Commission, two motions were passed that named Lava Thomas as the recipient of the Commission to produce the sculpture celebrating Dr. Maya Angelou to be sited outside of the Main Library on Larkin Street. She said the artist would receive \$250,000 to design,

fabricate and deliver this sculpture to the city. She said on behalf of the San Francisco Arts Commission and the staff, she's extremely pleased that the Dr. Maya Angelou sculpture project would be moving forward and would be the first artist commission that realized the Women's Recognition Public Art Fund Legislation. She said it's time that we began to see more women and especially women of color depicted on city property and she knew this would be the first of many monuments that would reimagine who we venerate in public spaces and that reflected our values as a city. She said moreover, the San Francisco Main Library was a perfect location for this monument as Dr. Angelou was one of our nation's most iconic and important writers and activists and she had a deep personal relationship with the Library especially while her son was growing up. She said furthermore, she thought monuments mattered and the Arts Commission's decision to approve Lava Thomas as the artist to create a monument of Dr. Maya Angelou was the first step in reframing the city's art collection to be one that included women and people of color who were universal heroes that inspired all of us. She said that they looked forward to adding this representation of Dr. Angelou and all that she stood for to their civic art collection. She said in terms of the revised timeline for this project, they were currently in contract negotiation with the artist which would include a schedule but at the moment, they're anticipating installation in the Fall of 2022. She said this might seem like a long way off, but this ETA was due to the artist's current professional schedule since she had a number of pre-existing commitments and the long lead times, they're currently experiencing with their fabricators due to shelter in place and Covid work restrictions. She said this might be actually a benefit in that they hoped to receive donations and or grant funding to allow them to work with the Library around public programming that would greatly expand the educational opportunities and the impact of Dr. Maya Angelou's sculptural presence at the Library. She said they're looking forward to working with the Library and its entire staff to activate this sculpture to make it a living, breathing memorial for especially young girls, for women and for people of color.

Explanatory documents: [Maya Angelou Artwork memo](#); [Maya Angelou Statue presentation](#)

Public Comment

Marciel Gamino, Library Technical Assistant, thanked Denise Bradley-Tyson for her presentation. She said she's looking forward to this monument because she felt that in this time of 2020 with just the ways things had been going, it's so refreshing to hear progress and see it. She said she felt very proud of the San Francisco Public Library for having this monument.

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said he's very glad to hear some of the other commenters and the comments. He said those were very encouraging, especially with regard to Brown Act issues and potential or actual violations. He said with respect to the Maya Angelou statue, he's glad that it's making progress. He said the Library's terrace facing City Hall was certainly an appropriate location. He said he's sorry to say that there was not clarification about the really enormous kerfuffle that happened on the way to getting to this point. He said the folks who had sponsored the whole concept were not happy with how the wording of the contract, changing it to artwork rather than sculpture. He said apparently, they had a grander idea, perhaps Maya Angelou on a pedestal on a horse or something more heroic than what one of the finalists had in mind. He said he believed that the finalist had a very charming, down-to-earth and perhaps more in keeping with Maya Angelou's personality.

Commission Discussion

Commissioner Wolf, said that she wanted to acknowledge and thank the Arts Commission, Denise Bradley-Tyson and their very dedicated staff for all the work that they had done to bring this project forward. She said as a Library Commissioner, she couldn't be prouder that the first sculpture in this series honoring distinguished women, would be on the steps of the Public Library in Civic Center, in the center of the city that would be visible to everyone participating in democratic activities. She said she's proud to be part of this and she's grateful that she had a chance to serve on the selection committee, like Commissioner Mall. She said the selection of Lava Thomas was going to be a great

moment in the city and she's thinking through the role in which Lava Thomas played in inspiring writers, young and old, for people to think creatively and to reflect on their own communities.

Commissioner Ono, thanked Denise Bradley-Tyson for her presentation and said she totally agreed with Commissioner Wolf. She also thanked Commissioner Wardell-Ghirarduzzi and Commissioners Wolf and Mall for being part of the selection process. She said she's so proud to be part of San Francisco and having women honored by statues. She said 2022 was not that long, especially, with Covid, that timeframe sounded reasonable.

Commissioner Wardell-Ghirarduzzi, said it's a critical time and a critical moment and there's not much more to add to Denise's comments. She said monuments mattered and by having Dr. Maya Angelou at the footsteps of the Main Library in San Francisco in the heart of the municipal square was the appropriate step for them to be taking at this particular time and then to have a woman of color, a Black identified woman, that was leading the artwork as the creative as well as one that was going to provide them this opportunity with Ms. Thomas was really one of the most important things they'd done. She said she had served in this Commission for years now and as she joined Commissioner Wolf, that this was actually one of the most important things, outside of hiring Michael, the current City Librarian, that they had done.

Commissioner López, said she agreed with everything that had been said and it's really great to know that the Maya Angelou monument would be in our city and not only that, but also because Maya Angelou was an international figure that had transcended many cultures and many continents.

AGENDA ITEM NO. 3 SAN FRANCISCO PUBLIC LIBRARY – DEPARTMENT RACIAL EQUITY PLAN

Michael Lambert, City Librarian, said that he's pleased to introduce the staff who would be presenting information about the Library's efforts to craft the first ever departmental racial equity plan. As a department of the City and County of San Francisco, the San Francisco Public Library was legally mandated to develop and implement a racial equity action plan. In addition, [Ordinance No 188-19](#), the legislation that gave birth to the City's Office of Racial Equity, also required that city departments designate employees as racial equity leaders who would act as liaisons to the office. He said as background, the San Francisco Public Library formed a Racial Equity Task Force in early 2018, which had since become a standing committee.

Michael Lambert, City Librarian, introduced Maureen Singleton, the Library's Chief Operating Officer and the Management Team Liaison to the Racial Equity Committee.

Maureen Singleton, Chief Operating Officer, said she's deeply honored to be joined by her colleagues, Alejandro Gallegos, Community Engagement Manager and Shawna Sherman, African-American Center Librarian as Co-Chairs of the Library's Racial Equity Committee who would provide background on the new offers of racial equity information about the racial equity action plan, some information on the work to date and next steps.

Alejandro Gallegos, Community Engagement Manager, covered the following topics: ORE/REAP (Office of Racial Equity/Racial Equity Action Plan) Background – Passage of Ordinance No. 188-19 in July 2019, REAP Timeframe = Phase 1-REAP Framework provided in June 2020, Complete Phase I Plan by December 31, 2020, Phase 2-Sometime in 2021; REAP Phase 1 Sections = Hiring and Recruitment; Retention, Promotion and Protection; Discipline and Separation; Diverse and Equitable Leadership and Management; Mobility and Professional Development; Organizational Culture of Inclusion and Belonging; Boards and Commissions; Ongoing Work = Teams Involved – Racial Equity Committee, Library Human Resources, Research, Strategy and Analytics, Community Programs and Partnerships, Access Services, Finance Office and Library Administration; Next

Immediate Steps = Present Plan to the Library Commission, Review Plan with ORE and Finalize and Submit.

Explanatory documents: [Racial Equity Plan memo](#); [Racial Equity Plan presentation](#)

Public Comment

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said he's glad that they're receiving a report and that the Library was doing this presumably in accordance with the legislation that was passed in 2018, but he's a little bit disappointed to hear that the San Francisco Public Library's Racial Equity Task Force had been ongoing since early 2018. He said he didn't recall hearing about this ongoing work until this meeting. He said with respect to the Library's plans, it seemed very sketchy in the sense of high level, considering the fact that apparently, it's due next month and the memo that the City Librarian received and passed on from the main people in-charge of the Racial Equity Action Plan template had just provided minor adjustments just in mid-November and that's another thing that he's concerned about. He said more substantially, he didn't see that there's any input provision for the public or the public was included in any way. He said the public certainly might have some thoughts about what was going on as well as what they thought might be necessary in any kind of a planning that the Library was doing. He said by public, he would also include librarians either anonymously or in any other way, publicly. He said in any case, he appreciated this work, there seemed to be good people working on it and he said thank you for doing and presenting it today.

Commission Discussion

Commissioner Ono, thanked Alejandro for the presentation and said she would never get tired of hearing from him. She said she's looking forward next month to see the plan and get more of the information from the team. She said she appreciated that there were so many people working on this. not only Alejandro's committee but also other departments, especially during this time when a lot of people were scattered and it's very hard to work on one document during shelter in place, people in virtual meetings and everything else.

Commissioner Wardell-Ghirarduzzi, said she had an opportunity to work with Shawna and Alejandro over the course of the last year and a half under the City Librarian's leadership and they began an internal task force on racial equity that she believed even predated the Office of Racial Equity in the city and so one of the things that Michael Lambert immediately did was to turn his attention as the new City Librarian at that time and onto the issue of equity and inclusion. One thing she'd like to say about racial equity was this work predated the racial reckoning and the kind of the more critical consciousness that a lot more of America had gained in 2020. She said the other thing that she wanted to acknowledge was that as she looked at the framework that had been put out by the City of San Francisco's Office of Racial Equity, it's one of the finest she'd seen anywhere and there's probably only several other cities in the United States that's even thinking at the level that SFPL was and the work product that had been put in place out of this new office because racial equity work was the work that she's also involved in professionally in higher education and as a professor, it really was a very detailed accountability, aspiration as well as transparency. She said there's going to be a lot of work that's involved in this Racial Equity Plan. She said that they might need to continue to understand what it meant to be accountable and transparent in ways that they had not ever done before for the purposes of realizing the promise of racial equity. She said one of the things that they might need to continue to do was to understand, to what degree was required to fulfill what the Office of Racial Equity was asking SFPL to do and could it be done with the current personnel. She said there might be a need that would arise where they might have to have someone who was just 100% dedicated to this racial equity work within the Library which would mean that Alejandro and Shawna could not continue to do this heavy lift on behalf of SFPL and Maureen as the COO, with all her responsibilities. She said to expect staff members to do this work on top of their current responsibilities, was probably not the way they're going to fulfill it.

AGENDA ITEM NO. 4 FYs 2022 AND 2023 BUDGET PRIORITIES

Maureen Singleton, Chief Operating Officer, said she's very excited to share with the Commission as well as the public the Library's new Chief Financial Officer (CFO), Heather Green, who in the previous five years had worked as the Director of Capital Planning and a Deputy Resilience Officer at the City's Office of Resilience and Capital Planning under the City Administrator's Office. Prior to that, Heather was involved in government consulting work for the City of Boston and her dissertation was on the Gentrification of the East Village in New York City.

Heather Green, SFPL's new Chief Financial Officer, said it's a great honor to be joining the Library and she's proud of all the work that they'd been doing in the pandemic and contributing to the city's recovery and response. She said she's looking forward to walking the Commissioners through the rest of the budget process this year.

Maureen Singleton, Chief Operating Officer, gave a presentation on the FYs 22 and 23 Budget. Topics covered were: FY21 and 22 Budget Overview – FY21 Budget's Change from FY20 Budget and FY22 Budget's Change from FY21 Budget; Sources; Uses by Cost Categories; Uses by Division; FY22 Investment Highlights from Prior Budget Cycle; SFPL Annual Grant – FY21 Annual Grant Amount: \$809,400 (\$380,500-donor restricted monies, \$428,900-unrestricted monies); The Friends' Annual Grant Monies Support: Youth and Adult Programs, Special Collections, Staff Development, Public Relations and Innovative Programs; Budget Calendar for FY22 and 23; Budget Background-FY22 and 23; Rolling Two-Year Budget (FY22: July 1, 2021-June 30, 2022, FY23: July 1, 2022-June 30, 2023), Library Preservation Fund (LPF) Estimate: December 2020 and LPF Fund Balance Estimate: December 2020; Strategic and Budget Priorities-Partnerships for Excellence, Literacy and Learning, Youth Engagement, Organization Excellence, Digital Strategies, Facilities Maintenance and Infrastructure=All of these contribute to the creation of a Premier Urban Library; Budget Priorities: FY22 and 23-Budget Investment Focus=Racial Equity, Economic Recovery and Resilience Support, Collections Enhancements, Capital and Facilities Management Investments, Program Support and Ongoing Technology Refreshment and Enhancements. Explanatory documents: [Library Budget FY 2022-2023](#); [Library Budget FY 2022-2023 Attachment I](#); [Library Budget FY 2022-2023 Attachment II](#)

Public Comment

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said he thought it would be useful as the previous commenter said to have a much better sense of how to reach Library staff, particularly the Commissioners whose emails were not posted as in many other Commissions and bodies in the city. He said he's sorry to hear and it sounded as though Maureen was leaving, who he thought had done an outstanding job that they had all appreciated. He said he hoped that perhaps the new person (Heather Green) might do what he had been unable to get folks to do at the Library and that's specially for the folks that were on the telephone as he was, to number the pages of the presentation so that they would know what page they're talking about or even to announce the page heading. He said he didn't see the word book or books anywhere in the budget whatsoever and it's very unclear what some of these things were providing, for example in the first substantive page, he asked, what services were to vulnerable populations; how and what? He said they would talk about how the Library was leaving out people who didn't have access to the internet and those largely were the vulnerable populations. He said the Library was not doing much for those people and they'd gotten mostly huge cuts in any kind of access or service from the Library. He said there's a contradiction on the fine revenue page and there were two different numbers on that page. He said in general, there's a lack of explicit discussion about what Maureen was talking about. He said he was concerned about racial equity near the last page and what it meant, etc. and the pie chart showing what collections and so on, didn't show books versus other materials or the various types of materials.

Commission Discussion

Commissioner Ono, thanked Maureen Singleton for the great presentation as always and she's glad to welcome Heather Green to the management team as the new CFO. She said Heather had big shoes to fill but she knew that Heather would fill them nicely and she's looking forward to next month to hear from her and the new budget.

Commissioner López, thanked Maureen Singleton for the presentation. She said as the newest member of the Commission, it's really good to get a review of the budget and clarification from Maureen and she's looking forward to hearing more about the next steps for the budget.

Commissioner Wardell-Ghirarduzzi, said she wanted to thank the last caller that was on this agenda item, the public comment that acknowledged Maureen Singleton's performance which had been outstanding in the area of not only budget management but breaking down very complex and sometimes onerous budget items that would be very accessible to individuals who might not have her background training in budget and finance. She also welcomed Heather Green, the new CFO.

AGENDA ITEM NO. 5 CITY LIBRARIAN'S REPORT

Cathy Delneo, Chief of Branches, gave a presentation on the Library's partnership with the Department of Elections. Topics covered were: Branch Polling Sites – Anza, Bernal, Eureka Valley, Glen Park, Golden Gate Valley, Ingleside, Merced, Noe Valley, North Beach, Ocean View, Park, Ortega, Presidio, Richmond, Visitation Valley and Western Addition; Site Specific Protection Plans – Social Distancing, Masks and Frequent Disinfection; Department of Elections – Sent every registered voter a ballot by mail in response to the Covid 19 emergency; Branch Ballot Drop-off Stations in Each of San Francisco's Supervisorial District – Anza, Bayview, Excelsior, Golden Gate Valley, Mission, Noe Valley, Ortega, Park and West Portal; On election day, staff remained on site until ballots were picked up by the sheriffs; Lots of appreciation for the planning and support that went into making San Francisco Public Library's participation in the election process this year; Gratitude to Partners – Custodial, Security, Engineering, Human Resources, CPP, Chief of Main and the Management Team.

Michael Lambert, City Librarian, provided an update on the SFPL To Go service. Topics covered were: Launching of Anza Branch on November 12th as the 10th SFPL To Go site; Acknowledged Anza staff headed by Lynne Maes and her trusty colleague, Ruben Juarez; Current SFPL To Go and SFPL To Go Go sites; Daily Number of Visitors Since Opening at the Main, Branches and MOS.

Michael Lambert, City Librarian, gave a brief report on the status of the Community Hubs. Topics covered were: On October 26, Visitation Valley and North Beach Branch Libraries began operation as Community Hubs; On November 9, Western Addition Branch Library began operation as a Community Hub; On November 16, Bayview/Linda Brooks Burton Branch Library began operation as a Community Hub; Additional Hubs will begin operating as part of future phases of activation – Ingleside, Ortega, Chinatown and Sunset Branch Libraries; The Community Hubs Initiative – fulfills the city's desired purpose, to fill the void left by the San Francisco Unified School District's closure and support the most vulnerable youth and families; SFPL-Currently operating around 80% capacity, not counting Bayview, in operational Community Hubs.

Explanatory documents: [Election 2020](#); [SFPL To Go](#); [Community Hubs presentation](#); [Community Hubs Dashboard](#); [Community Hubs School Library Journal](#)

Public Comment

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said with respect to the elections department, he was very happy to see notices on the street where people could hardly miss them if they went out at all in their neighborhoods and in his neighborhood, which announced that every supervisorial district in town had a Library location at which ballots

could be dropped off. He said he thought it was a terrific sort of connection between the two departments and he thought that it raised the visibility of Libraries even more that they already had especially in the pandemic where almost everything was closed and basically just curbside service was available. He said with respect to SFPL To Go, he's always glad to hear information but there's very little information about how the service worked for the public. He said there's no comparison being provided, for example, number of visitors a day, for the Main and he suspected for the branches as well. He said he mentioned last time that Berkeley Public Library had way more total hours, all of their branches had curbside service and all of them, every night of the week for four nights a week would go to 8 p.m. He said SFPL had no evening hours whatsoever and there's no standard for how fast material that's available at the Library would get to the curb and there's apparently no standard for what's going on with magazines.

Marciel Gamino, Library Technical Assistant, said she would like to say thank you to the Public Library staff who were not only on the frontlines but also the staff who were serving as Disaster Service Workers and she said she thought that the public didn't realize that the Library workforce had been tremendously cut down because some staff were helping with essential work during this pandemic. She said she wanted to say thank you to her colleagues out at SFPL To Go branches and the SFPL To Go sites. She said the process could be very overwhelming and they're doing the best they could to get the books out to the patrons safely.

Commission Discussion

Commissioner Wolf, said she's so appreciative of the DSW team that had been deployed. She said she knew that the staff wanted nothing more than to go back to their jobs, serving people with books, materials, resources and programs and they're so dedicated but we're in a pandemic and so the opportunities were so limited. She said they had to recognize that it's such a testament to the staff that the branch libraries were such vital resources and facilities in every neighborhood in San Francisco. She said the fact that they became voting centers and they're Community Hubs, it's just demonstrating the vital and essential role these facilities played and she wanted to thank the staff for the work they'd done over decades to make these libraries essential elements of a neighborhood and a community and for keeping up good cheer and spirit during these very challenging times.

Commissioner Mall, said she would just piggyback on what Commissioner Wolf said. She said she was so impressed with the many uses of the Library right now from election centers to Community Hubs and polling centers and to get out to SFPL To Go. She said it's just really remarkable how flexible and creative the SFPL had been during this pandemic. She said she applauded everyone who had just changed their whole modus operandi for these difficult times.

Commissioner López, thanked everyone and she said she knew that from elections to the Community Hubs, SFPL had been serving the most at risk communities as well and having access to books during a pandemic was just great.

Commissioner Wardell-Ghirarduzzi, said that the items that were part of the City Librarian's report were really quite remarkable and the things that the staff had been doing, not only as Disaster Service Workers, not only to maintain serving the public and the greatest act that we could do in our democracy which was to vote. She said she was a part of another meeting earlier where the Library was exalted by another group of individuals that happened to be people in the San Francisco Interfaith Council and they were just talking about how incredible Library workers and staff had been in regard to the Covid Command Center. She said she's really proud to be in that space. She thanked the City Librarian and all the staff who gave reports this evening.

AGENDA ITEM NO. 6 LIBRARY COMMISSION MEETING SCHEDULE 2021

Public Comment

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said in other places, meetings were held such that they're convenient to the public especially those working or going to school during the day and even at the Library, a meeting might be more fully attended by all of those folks and Library staff. He said the 4:30 p.m. start time was very early and certainly anybody working from 8 a.m.-5 p.m. or from 9 a.m.-5 p.m. would not be able to participate or listen. He said he thought the Library Commission should seriously consider meeting at a later time, perhaps just an hour later – 5:30 p.m., so that working people could have a better opportunity to take part. He said unfortunately, there's usually very little public participation at Library Commission meetings and there's considerably a barrier to access when it's an early start that's basically during a working day.

Commission Discussion

Motion: By Commissioner Ono, seconded by Commissioner Mall to approve the draft [Library Commission Meeting Schedule 2021](#).

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

AGENDA ITEM NO. 7 APPROVAL OF THE MINUTES OF OCTOBER 15, 2020 LIBRARY COMMISSION MEETING

Public Comment

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said with respect to the minutes, specifically, there's a lot of good material and there's a number of things that he thought were needed to be improved in most cases, he's suggesting very small changes. He said under Item 1, General Public Comment, the comment that they had was that they wanted to welcome and congratulate the new Commissioner and the minutes said the new appointment. He asked what the new appointment was and said they were very clear that they meant and said, the new Commissioner. He said that they talked about Berkeley Public Library that had comparable funding to the Library in San Francisco on a per capita basis and they were much more specific about what the open hours were for Berkeley which were many more hours compared with San Francisco and they also commented that in Berkeley, they had four evenings a week until 8 p.m. and in San Francisco under the current regime, there were no evenings even though the public had repeatedly indicated over the years that was what they most wanted – evenings and weekends. He also said that SFPL only had a fraction of the branches open, whereas in Berkeley, all of the branches had curb service.

Commission Discussion

Motion: By Commissioner Wolf, seconded by Commissioner Mall to approve the [minutes of the October 15, 2020 meeting](#).

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

AGENDA ITEM NO. 8 ADJOURNMENT

Public Comment

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said to the new Commissioner and all the other Commissioners who were in some respect relatively new, the Library used to have an item at the end of the agenda that allowed the members of the Commission to say what they would like to see on future agendas, subject they'd like to discuss and actions they would like to be taken and so on, and that was an opportunity for each one representing the public to express what they might want to see on a future agenda which would make sense at the end of the meeting because things could come up during a meeting that they might want to learn more about or discuss further. He said it's a standard item on the agenda in many commissions and other bodies in the city and elsewhere and it used to be with the Library Commission. He said it's not on the agenda today and it hadn't been for a while. He said before adjournment, he would like one of the Commissioners to insist that the item which used to be called New Business be placed routinely on the agenda giving each one of the Commissioners a chance to at least suggest something to be discussed and for that matter would give the public a chance as well.

Commission Discussion

Motion: By Commissioner Huang, seconded by Commissioner Lee to adjourn the meeting of November 19, 2020.

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

The meeting adjourned at 6:36 p.m.

Almer Castillo
Executive Assistant

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).