



San Francisco Public Library

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of SEPTEMBER 9, 2021

The San Francisco Public Library Commission held a regular meeting on **SEPTEMBER 9, 2021** 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 Order No. C19-07e and current public health recommendations, while allowing the public to observe and address the Commission.

The regular meeting of the San Francisco Library Commission was called to order at **4:30 PM**

Commissioners Present: Lee, López, Ono, Wardell-Ghirarduzzi and Wolf.

AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, said the good news was that the Main Library is open with pre-COVID hours. It is the first and only library that has any evening hours past 5:30 PM

AGENDA ITEM NO. 2 COLLECTIONS INVENTORY MODERNIZATION PROJECT

Shellie Cocking, Chief of Collections & Technical Services gave an overview of the Collections Inventory and Modernization Project, including the history of the RFID project, which started in 2019, but was delayed because of the shelter in place order. Cocking said there were several improvements for staff and patrons, like time savings. The new sorting machine averages 142,000 items a month.

Explanatory Documents: [Collections Inventory Modernization Project Presentation](#).

Public Comment

Peter Warfield said the project was 15 years in the making. He expressed privacy concerns with the RFID technology.

Commission Discussion

Commissioner Wolf said that with the equipment being installed in May 2020 it gave the staff time to work out any issues. Wolf asked if staff thought the new machine could handle the expected increase in activity when the Library is operating at full capacity.

Shellie Cocking, Chief of Collections and Technical Services, replied the new sorting machine will be able to handle it.

Commissioner Lee thanked the team for its perseverance with this project. He said the public comment given on the Agenda item, using the term “spy” was promoting disinformation.

President Wardell-Ghirarduzzi thanked staff for bringing such a comprehensive update to the Commission.

AGENDA ITEM NO. 3 BRANCH CAPITAL PROJECTS

Andy Sohn, Architect from Public Works, gave an overview and update for three capital projects at Ocean View, Chinatown and Mission Branch Libraries. He said the Ocean View Branch capital project began as a renovation project. Through a feasibility study the project turned into a new branch at a new site at Brotherhood and Orizaba Avenue. Sohn reported on the expected timeline with the Preliminary Project Assessment to begin in the Fall of 2021. The Chinatown Branch capital project is a renovation of the historic Carnegie Library. The Library had a seismic renovation and an elevator renovation in the 1990s, which resulted in architectural damage to the main reading room. Sohn said the project would be again in Fall 2021 and going out to bid in summer/fall of 2023. He reported the Mission Branch project would focus on fixing some of the issues from its last renovation. The plan is to install solar panels and air-conditioning with a higher degree of air filtration in response to smoke days as part of the City mandate requiring all city projects to use mechanical equipment and electrification. The project includes putting the main stair back in the building. Construction is projected to begin in Spring 2022. **DPW staff** outlined the budget increase from \$19.8M to \$24.7M for the Mission Branch, and the factors that account for the increase. Chief of Branches, Cathy Delneo, updated the Commission on the Mission Branch public art process, which resulted in selecting local artist Juana Alicia proceeding to the Arts Commission for approval.

Explanatory Documents: [Branch Capital Projects Presentation](#)

Public Comment

Shannon Dodge identified herself as a first-time caller and patron of the Mission Library since 1993. She said she is grateful for the staff and the strong Spanish language collection at the Mission Branch. Dodge said SFPL has not publicly committed to a mission branch to serve the area during construction, which is expected to be four years. She encouraged the Library to open a temporary branch in the Mission, and not rely on the bookmobile.

Mary Ellen Masa said she was a Children's Librarian at the Mission Branch and a resident of the Mission and there has been a disservice to the Mission community about this project. She said the community wants to know more about the renovation.

Peter Warfield was sorry to hear the sad news from the previous commenters and that the Library was more interested in building than books and hours.

Commission Discussion

Commissioner Wolf thanked staff and their hard work. Wolf asked about the Ocean View and what was the size of the building.

City Librarian, Michael Lambert responded that the regional branch library project can be at maximum 20,000 square feet. The upcoming studies will help inform what the square footage will be. The City Librarian also assured the public commenters that the Library is actively working on securing a physical place for a temporary library in the Mission community during construction.

Commissioner Lee asked about the capacity of the solar panels and expanding air-conditioning from one room to the entire building, was it still necessary to have PUC involved, if there is no increase in power usage due to solar panels. Andy Sohn, DPW, said that the increase in load triggers the rules of the wholesale distribution tariff between PG&E and the PUC.

Lopez thanked staff for the thorough presentation and thanked the City Librarian and staff for prioritizing access to a significant bilingual collection when serving a bilingual community.

Commissioner Ono thanked the team and public for sticking with us through the pandemic and helping get the projects launched.

President Wardell-Ghirarduzzi said the engagement was heartfelt and honest and we are responding to the community's feedback and will continue to do so to get things right.

AGENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT

Cristina Mitra gave an overview of Filipino American History Month, the Library's first ever month dedicated to Filipino events, including food, books, authors and programs for youth, family, teen and adults. Mitra said the inaugural month was recognizing the resilience of the community with the theme "Hope will Come."

Chief of Main, Tom Fortin reported about the Main Library re-opening plan, saying with the evening hours restored, the Main is now open for 62 hours 7-days a week.

Chief of Branches, Cathy Delneo said by early 2022 all neighborhood branches would be open for full service seven days a week.

Michelle Jeffers, Chief of Community Partnerships and Programs reported the Library is resuming programs, in a hybrid formula, with some programs available both virtually and in-person. Jeffers said they have seen a tremendous enthusiasm for online programs.

Randy McClure, Chief of RSA, shared visitor data trends. McClure said since reopening SFPL has welcomed close to 310 thousand visitors, with the Main close to 107 thousand and the Branches at 203 thousand. SFPL has circulated over 730 thousand physical material since May through in-person and SFPL-to-Go services.

Explanatory Documents: [Filipino American History Presentation](#) and [SFPL Reopening Plan Presentation](#).

Public Comment

Peter Warfield said that Filipino Month is not clear that programs could be accessible by phone and felt it was unconscionable to present the reopening plan together with it.

Commission Discussion

Commissioner Ono thanked staff for the presentation and expressed her appreciation to all that the staff has done for reopening of the Library and services and programs.

Commissioner Lee asked if anything has changed about the computers or the technology used by patrons.

Bill Kolb, Digital Strategist said the rollout of TBS, which included patron training, is the only change in Library technology.

Commissioner Wolf said the Commission learns a lot of what is happening from these presentations. Commissioner Wolf said what the Library leadership and staff have gone through and provided the services to the community in face of these challenges is a tribute to the collective passion and determination of all. Wolf said the hybrid model for programs opens our participant reach, even internationally.

President Wardell Ghirarduzzi said the presentation was wonderful and learned more about the Filipino American experience and the amazing programs being offered.

AGENDA ITEM NO. 5 APPROVAL OF MINUTES AUGUST 19, 2021

Public Comment

Peter Warfield said someone lowered his hand and we need to make some improvements when it comes to public comments.

Commission Discussion

Motion: By Commissioner **Wolf**, seconded by Commission **Lee** to approve the [Minutes of the AUGUST 19, 2021 Commission Meeting](#)

Action: AYES 5-0 (Lee, Lopez, Ono, Wardell-Ghirarduzzi and Wolf)

AGENDA ITEM NO. 6 ADJOURNMENT IN HONOR OF AMBASSADOR JAMES HORMEL AND FORMER POET LAUREATE JACK HIRSCHMAN

City Librarian, Michael Lambert paid tribute to the contributions Ambassador James Hormel and former Poet Laureate Jack Hirschman gave to SFPL and the community.

Explanatory Documents: [James Hormel New York Times Obituary](#); and [Jack Hirschman San Francisco Chronicle Obituary](#).

Public Comment

Peter Warfield said he was glad Michael Lambert gave additional information about both.

Commissioner Ono said both men were gentleman and they were wonderful and caring individuals.

Motion: By Commissioner **Ono**, seconded by Commission **Lopez** to adjourn the Meeting of **SEPTEMBER 9, 2021** in honor of Ambassador James Hormel and Former Poet Laureate Jack Hirschman.

Action: AYES 5-0 (Lee, Lopez, Ono, Wardell-Ghirarduzzi and Wolf)

The meeting adjourned at **6:53 PM**

Margot Shaub

Library Commission Affairs Analyst

Please note: These are draft minutes subject to revision by the San Francisco Public Library Commission. Copies of the minutes and handouts are available in the office of the Library Commission Affairs Analyst, 6th floor, Main Library, 100 Larking Street, San Francisco, CA 94102-4733

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Liaison Affairs Analyst/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 Commission webpage: sfpl.org/library-commission/public-notices/agendas. 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)