



## *San Francisco Public Library*

100 Larkin Street, San Francisco, CA 94102 - 4733

### **MEMORANDUM**

**Date:** June 13, 2022  
**To:** San Francisco Library Commission  
**From:** Michael Lambert, City Librarian  
**RE:** Strategic Planning Initiative Update

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At the June 16, 2022, Library Commission meeting, the San Francisco Public Library (SFPL) will provide an update on the Library's plan to develop a comprehensive strategic plan using a racial equity lens to inform future service delivery, programming and capital investments.

With the most recent [Strategic Plan](#) concluding in 2021, SFPL is embarking on a new strategic planning process to ensure that San Francisco's library system will continue to be responsive to residents' library service needs in the years ahead. As a leading urban library and the highest rated department of San Francisco's municipal government, the Library has embraced its role as a community anchor institution for education, culture, and civic engagement. San Francisco's neighborhood branches have become a communal "third place" for all generations, fostering shared experiences for a more connected community.

San Francisco, like so many other large cities deeply impacted by COVID-19, is experiencing widening economic disparities and severe challenges for its most vulnerable populations. In recognition that the needs of San Francisco's neighborhoods will continue to evolve in the face of rapid social and technological change, the Library must anticipate growth areas and tailor services accordingly. The COVID-19 pandemic has also accelerated disruption that was already occurring in the library industry with the ever-increasing adoption of digital collections as patrons opt for greater convenience and remote access to library programs and services. The current environment affords SFPL a unique opportunity to reconsider the optimal use of library assets and infrastructure to support recovery and resiliency.

As referenced in the [November 2021 Library Commission meeting](#), Library staff have reassessed the organizational need for strategic planning consulting services and have decided to initiate a new bid process in FY23 for those services. The plan is to release a new formal Request for Proposals (RFP) in mid-July 2022, allowing for an anticipated contract award in late fall 2022 with a targeted project start date in early 2023.

Library staff welcome the input and feedback from the Library Commission regarding the upcoming strategic planning effort, including their aspirations for the future of the organization, and how the San Francisco Public Library can achieve greater customer focus and responsiveness in meeting community needs using a racial equity lens for library services.