



San Francisco Public Library

MINUTES
Council of Neighborhood Libraries
June 23, 2022 4:00 p.m.
CALL TO ORDER

Meeting Location: Zoom Virtual Meeting

Facilitator: Rebecca Alcala-Veraflor - Acting Chief of Branches

Attendees: A.J. Cave (ANZ), Lena Yu (CHI), Penni Wisner (EVA), Marcia Parrott (EXC), Nora Dowley (GPA), Judy Blanchard (MER), Ruth Maginnis (NVA), Marcia Ehrlich (PAR), Elaine Cahn (RIC), Denise Sanderson (SW District Manager), Regan Gong (NW District Manager), Anne Vannucchi (SE District Manager), Florinda Battad (Library Technical Assistant II), Michael Roman (Junior Management Assistant)

Excused: Larry Ware (BAY), Katherine Hsieh (CHI), Ruth Grabowski (EXC), Mailene Chew (Main), Tyrone (Ty) Robinson (NBE), Edna James (OVI), Kathleen McClay (NBE), Diane Silver (PAR), Kaitlyn Tran (PRE), Marcia Popper (PRE), Deborah Oppenheim (SUN), Joan Walton (SUN), Rochelle Fort (VVA), Maryam Roberts (WPO), Callen Taylor (WSA), Ana Elisa de Campos Salles (CE District Manager)

Library Administrators: Maureen Singleton (Chief Operating Officer), Margot Shaub (Library Commission Affairs Analyst),

HOUSEKEEPING

Upcoming Meetings

- The next **Library Commission Meeting in July** will be on **Thursday, July 21, 2022, 4:30 p.m.**
The meeting will be held virtually and in-person. Attendees are encouraged to attend virtually.
- The next **Council of Neighborhood Libraries Meeting in July** will be on **Thursday, July 28, 2022, 4:00 p.m., SFPL Virtual Library**

ANNOUNCEMENTS

- The Urban Librarians Conference will be virtual and takes place on September 16, 2022. Naomi Jelks, SFPL's Racial Equity Manager for Public Services, will be giving the closing remarks.
- We are recruiting for an Assistant Chief of Branches and hope the position will be filled this summer. Terry Carlson, who is a former Northwest District Manager, is the Acting Assistant Chief of Branches.

UPDATES

City Librarian's Report – Maureen Singleton
Mission Temporary Location

- The Library had previously been unsuccessful in securing two other locations, but the third time was the charm.
- The temporary location is located at 1234 Valencia Street and opened on June 18.
- On July 10th, the branch will participate in Sunday Streets along Valencia Street.

Staffing Update

- John Cunha has been hired as the Library's new Director of Facilities.
- John was worked for the City for 10 years and was previously with the Department of Recreation and Parks and the Public Utilities Commission.

Library Preservation Fund

- The charter amendment to renew the Library Preservation Fund will go before the Rules Committee on June 27th. The meeting will be hybrid – the public can attend in person or call to make a public comment.
- If approved the charter amendment will go to the full Board of Supervisors in July, and then to the Department of Elections to be added to the ballot in the November election.

Q&A

- **Marcia (PAR) How long will the Mission Branch be at the temporary site?**
(MS) The construction period is expected to be about two years, but we are giving the project some cushion and assume it could take up to three years. On Wednesday, there will be a bidder's conference where vendors can ask Public Works questions about the project. Once we have the final bid submissions in mid-July, the vetting and review process can begin.

Library Commission Report – Margot Shaub

Highlights from the Library Commission Meeting include:

- Unanimous approval to amend the Library Commission Bylaws to include racial equity language.
- Michael explained the strategic planning process. The Library's strategic plan identifies departmental goals, strategies to achieve those goals, and measures of performance and accountability to evaluate progress. The search for a strategic planning consultant will begin in late summer, early fall.
- The Re-opening Update included:
 - Target dates for restoring 7-day service at all the branches
 - A sneak peek of the Mission temporary site at 1234 Valencia, opening on June 18
 - Visitor and circulation statistics
- The Effie Lee Morris Lecture series honors SFPL's first coordinator of children's services. This year's event featured acclaimed young adult fiction writer Nicola Yoon.
- Summer Stride and Tech. Week presentations

July meeting presentations will include:

- SFPL's Digital strategies
- SF Pride Month
- Artists in Residence Program

Q&A

- **Penni (EVA) How is the success of the Library's Racial Equity Action Plan being measured?**

(RAV) The Library's Racial Equity Manager for Public Services, Naomi Jelks will join us at our July CNL meeting, and can provide more in-depth information.

- **A.J. (ANZ) Why did the Library Commission secretary position change to an analyst?**

(MS) After the secretary position became vacant, we changed the job classification in order to hire someone who could do more analytical work.

Capital Projects Update – Rebecca Alcala-Veraflor

Ocean View

- The Library held three community meetings. The two in person meetings were at the IT Bookman Center and at the Ocean View Branch meeting room. The third meeting was a virtual meeting on Zoom.
- The meetings were well attended by engaged and passionate community members. Patrons shared their concerns about the site on Brotherhood Way and pedestrian safety.
- The San Francisco County Transportation Authority (SFCTA) will conduct a study to develop a transportation and open space plan along Brotherhood Way. The project to build a library on Brotherhood Way is not dependent on the SFCTA study.

Chinatown

- The architects are updating the designs to include suggestions from the community engagement meetings.
- The Chinatown staff and community will have the opportunity to see the designs before construction begins.
- We are collecting information for potential temporary sites. Suggestions for sites can be emailed to the Chief of Branches office at COB@sfpl.org.

Mission

- After the bidder's conference on Wednesday, the project will be open for bids.

Other

- Marina Branch got a new roof. Park Branch will be next.
- Excelsior Branch had their carpet replaced. Mission Bay will be next.

Q&A

- **Marcia (EXC) Did you receive any interesting suggestions from the attendees?**

(RAV) The community would like to have an outdoor space for programs, safe pedestrian and bicycle access, and a FOG Readers program.

- **Marcia (EXC) Did anyone suggest having a garden?**

(RAV) Having a garden wasn't brought up at the meetings, but we can discuss it with SF Rec. and Park. The images in the presentation are image of other library spaces. We have not yet decided the design of the new library, but we want to make sure that we have a flexible space so that we can easily adapt to new trends in programming and services.

- **Lena (CHI) Could the mezzanine space be expanded to include more space for teens?**
(RAV) One of the goals of the renovation is to restore the reading room, so there won't be enough space to expand the mezzanine further.
- **Marcia (EXC) Is there a rotation cycle for upgrading the libraries?**
(MS) We don't have a set schedule, rather we look at the life cycle of our furniture and do general maintenance and repairs when needed.
- **Nora (GPA) Regarding the Mission renovation, was the issue with PG&E resolved?**
(RAV) Yes, the dispute between PG&E and the San Francisco Public Utilities Commission on how to power the project has been resolved and the project is no longer delayed.
- **A.J. (ANZ) How does the Library find contractors and ensure that they provide good work?**
(MS) Before hiring, there are back and forth negotiations with the contractor and Public Works. If there are quality issues, Public Works will orchestrate a remediation. Expectations are in the contract, which puts pressure on the contractors to provide quality work. If expectations aren't met, it can get litigious.

Adjournment: 5:00 pm

Respectfully submitted by Florinda Battad