



San Francisco Public Library

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of SEPTEMBER 15, 2022

The San Francisco Public Library Commission held a regular meeting on **SEPTEMBER 15, 2022**, virtually and at the Koret Auditorium, Main Library pursuant Mayor Breed's 45th Supplement to her February 25, 2020 Proclamation of Local Emergency.

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

Commissioners Present: Wolf, Ono, Lomax Ghirarduzzi, López, and Bolander.

AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT

Peter Warfield, Executive Director of Library Users Association, Libraryusers2004@yahoo.com said you should not be touting social media, you tout Facebook, YouTube and there are serious privacy issues.

Webex caller said the Friends of the Library have a helpful Book Store but are not providing receipts for purchases which is required by state law.

AGENDA ITEM NO. 2 DISCUSSION on BRANCH LIBRARIES CAPITAL PROJECTS UPDATE

City Librarian Michael Lambert highlighted a recent \$13.2 million grant from the California Library Infrastructure Grant initiative for the renovation of the Mission and Chinatown/Him Mark Lai branch libraries.

Rebecca Alcala Veraflor, Chief of Branch Libraries gave an overview of Branch Capital projects community engagement for the Mission, Chinatown and Oceanview branch projects. Alcala Veraflor reported out on the status of community engagement on each project and next steps.

Lourdes Garcia, DPW Chief Senior Architect and Section Manager, reported the project status for the Mission Branch and Chinatown renovations and updates on the Ocean View Branch project schedule and anticipated

next steps. Garcia said the Mission Branch contract will be awarded between September and December and the Chinatown Branch construction is expected to start in Spring 2024. Ocean View project planning is underway for improved pedestrian safety at Orizaba, Sagamore and Brotherhood Way.

Public Comment

Peter Warfield said there is no documentation in detail about community meetings and you ought to be taking very careful note of what folks wanted. Warfield asked what the final Mission Branch design was and there were no prior notices at the Library Commission about these meetings.

William Walker, a Webex caller, identified as a resident of Lakeview thanked Library staff for providing opportunities for community engagement meetings and looks forward to more. He said this branch is very important to build out as a Community Center serving the West Side.

Webex caller said they would like more detail on the Mission Branch, how the Library works with agencies and the need for more public participation in the Mission Branch project. The Mission Branch temporary site is an asset.

Anne Marie from Ingleside strongly supports the location for Ocean View Branch, currently they have the smallest branch.

Commission Discussion

Commissioner Lopez asked about the diversity of the Contractor Bid Selection panels and how they are chosen.

Lourdes Garcia responded that DPW has its own process and they look for gender and ethnic diversity.

Commissioner Lopez commented she hoped the plan included significant number of electronic charging outlets.

Commissioner Lomax Ghirarduzzi asked if the public was involved with traffic safety planning being done by multiple departments.

Garcia responded that the planning has not started, they will conduct a long-term study for improved traffic safety and there will be community engagement.

Commissioner Ono said there is a need for more electrical outlets. Ono said Mission and Chinatown will have solar panels will Ocean View have solar panels too.

Garcia said yes Ocean View will have solar panels, it is a requirement.

President Wolf thanked Rebecca and Lourdes Garcia for the presentations. Wolf asked about the Chinatown Branch and recommended getting an early start on the effort to locate a temporary site by end of 2023.

The City Librarian said the Library is working with the Community to identify potential temporary Chinatown branch locations.

AGENDA ITEM NO. 3 CITY LIBRARIAN'S REPORT

Chief Financial Officer Mike Fernandez gave an update on the implementation of the new Smart Money Manager Library Point of Sale (POS) System. Fernandez said installation of the new system is expected to be completed by mid-October.

Rebecca Alcala Veraflor reported on branch reopening milestones, saying the Noe Valley Branch will go into Seven-day service October 1.

Randy McClure, Chief Analytics Officer, presented key performance indicators on visitor traffic increasing and said monthly circulation eclipsed 1 million in three of the last five months, public access computing usage is rising and adult program volume and attendance are up.

Abe Ignacio, Jr. Librarian, Filipino American Center highlighted the upcoming October 15-16 Filipino American International Book Festival programs and activities the Library is planning, which includes Author Advocate Maria Ressa.

Anissa Malady, Adult Engagement Coordinator highlighted the One City One Book programs, events, and book clubs, saying the purpose of the programs is that we read together.

Public Comment

Peter Warfield said the Filipino International programs are interesting and asked what time the programs are. He asked if there was one cashier per location and what else is being sold.

Commission Discussion

President Wolf thanked the presenters for the information and updates.

Commissioner Bolander said the graphs were well done and self-explanatory. Bolander asked if there was any information on the volume with the PSO system.

Mike Fernandez said he did not have that exact data but it is not large.

Maureen Singleton, Chief Operating Officer said the POS system changes are to modernize cash handling and improve customer service.

Commissioner Lopez asked if the Library owns the machines or engages a service and if the machines are used for patrons to pay for copy cards.

Fernandez said the Library owns the machines.

Singleton said copy cards are obtained through the TBS System and are separate from the POS system.

Commissioner Lomax Ghirarduzzi praised the content for the Filipino Book Festival, that the quality and depth of the program has attracted wonderful hosts and authors.

Commissioner Ono said SFPL is the only library with a Filipino Festival and having Maria Reesa participate is great.

President Wolf thanked the presenters for the range of presentations and incredible people participating in Library events. Wolf said she serves on the One City One Book Committee, and all year is reading for that role. Wolf said it's wonderful all the branches are coming back in service for seven days a week.

AGENDA ITEM NO. 4 APPROVAL OF MINUTES – AUGUST 18, 2022

Public Comment

Peter Warfield commented about his previous comments at the August Commission meeting. He said you have on every single comment one of these comments that refer to my comment, you've left it out.

Commission Discussion

Motion: By Commissioner **LOMAX GHIRARDUZZI**, seconded by Commissioner **LOPEZ** to approve the AUGUST 18, 2022, Commission Minutes

Action: AYES 5-0 (Wolf, Ono, López, Lomax Ghirarduzzi and Bolander)

AGENDA ITEM NO. 5 ADJOURNMENT OF THE SEPTEMBER 15, 2022 In Honor of Tony Wong, SFPL Staff

City Librarian Lambert gave remarks in remembrance of Tony Wong.

Public Comment

Peter Warfield said you should not adjourn until you say what the future agenda items you would like to see, if any on a future Library Agenda as many other bodies do.

Commission Discussion

Motion: By Commissioner **LOMAX GHIRARDUZZI**, seconded by Commissioner **BOLANDER** to approve the **AUGUST 18 2022**, Commission Minutes

Action: AYES 5-0 (Wolf, Ono, López, Lomax Ghirarduzzi and Bolander)

The meeting adjourned at 6:28 PM
Margot Shaub - 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 Larkin 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).