



San Francisco Public Library

MINUTES
Council of Neighborhood Libraries
August 25, 2022 4:00 p.m.
CALL TO ORDER

Meeting Location: Zoom Virtual Meeting

Facilitator: Rebecca Alcalá-Veraflor - Chief of Branches

Attendees: A.J. Cave (ANZ), Lena Yu (CHI), Penni Wisner (EVA), Marcia Parrott (EXC), Nora Dowley (GPA), Judy Blanchard (MER), Kathy Mallegni (MER), Ruth Maginnis (NVA), Marcia Ehrlich (PAR), Diane Silver (PAR), Elaine Cahn (RIC), Deborah Oppenheim (SUN), Joan Walton (SUN), Michael-Vincent D’Anella-Mercanti (Friends of SFPL), Regan Gong (NW 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), Peter Linenthal (POT), Kaitlyn Tran (PRE), Marcia Popper (PRE), 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)

Guest: Anissa Malady (Adult Engagement Coordinator)

HOUSEKEEPING

Upcoming Meetings

- The next **Library Commission Meeting in September** will be on **Thursday, September 15, 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 September** will be on **Thursday, September 22, 2022, 4:00 p.m., SFPL Virtual Library**

ANNOUNCEMENTS

- Rebecca welcomed Kathy Mallegni, the new CNL representative for the Merced Branch.

UPDATES

Programming Updates – Anissa Malady

[Viva and One City One Book](#)

¡Viva! Latinx Heritage

- The Library's campaign celebrating Latinx Heritage will kick off in September. Programs raising awareness of Latinx cultures and traditions have traditionally been highlighted during September and October, but this year, programs will occur all year round.
- Local artist, Fernando Martí was nominated and voted for by Library staff to create the artwork for the campaign. His work will be featured on posters promoting ¡Viva!
- Programming highlights for ¡Viva! include:
 - The Library's bi-monthly literary campaign, *On the Same Page*, features *Unforgetting* by Roberto Lovato, a memoir that interweaves his family history with stories of the civil war in Central America and its effects on migration and gang violence in the United States.
 - Mission Branch is collaborating with bookstore, Medicine for Nightmares, to present an author reading with Ingrid Rojas Contreras.
 - Music and dance: classical guitarist performing music by Latinx composers, Danza Azteca, and a presentation of Latinx Performers in Vintage Rock
 - Crafts: metal embossing, screen printing, and sugar skulls
 - A read aloud and concert with musician and author, Lucky Diaz, at the New Farm Ecology Center

One City One Book

- The 17th One City One Book selection, *This is Ear Hustle* by Nigel Poor and Earlonne Woods, is based on the podcast of stories told by incarcerated and formerly incarcerated people, which is created and produced within San Quentin State Prison.
- The authors will visit local high schools and give books away to the students.
- There will be a lot of programs related to SFPL's largest literary campaign, including an author talk on November 3rd.

Questions about programs can be directed to Anissa at anissa.malady@sfpl.org

City Librarian's Report – Maureen Singleton

Reopening Update

- Glen Park, Ingleside and Visitacion Valley branches will be open for 7-day service on September 3rd.
- Noe Valley is the last branch to resume Sunday, Monday and evening hours. Their reopening is planned for October.

Visitor counts

- While not at pre-pandemic levels yet, the Library saw the highest number of visitors last month since re-opening.
- Great programming helped to bring patrons back into the Library.

Chief of Public Services

- The vacant Chief of Main position has been retitled to Chief of Public Services.
- This position will report to Michael and will retain functional oversight of the Main and provide leadership and support to the Branches, Community Programs and Partnerships (CPP), and Collections and Technical Services (CTS).
- The creation of this position will bring greater cohesion between the different divisions and align them with the Library's bigger, overarching views.
- Part of their job will be to work with Maureen (Chief Operations Officer) and Naomi (Racial Equity Manger) to help create and implement the 5-year Strategic Plan.

Q&A

- **Nora (GPA) – Is staffing complete? Is the Branch Manager at Glen Park an acting manager?**

Alcalá-Veraflor – Staffing levels are always changing. Vacant positions that are filled internally will create vacancies in other locations. We can resume 7-day service because we have hired more librarians and can offer extra hours to part-time staff. We also have staff filling acting branch manager and librarian positions.

- **Ruth (NVA) – Are children’s programs back to normal?**

Alcalá-Veraflor – Children’s programs are slowly coming back to normal. Branches are finding creative ways to continue their children’s programs. Some locations are having outdoor Storytimes, virtual Storytimes, and virtual outreach to schools.

Library Commission Report – Margot Shaub

Library Commission Agendas, Minutes & Resolutions

Highlights from the Library Commission Meeting include:

- Shellie Cocking, Chief of Collections and Technical Services (CTS), gave a presentation on library collection trends.
 - eMedia circulation continues to grow
 - industry trends - magazine publishing shifting to online; adult NF has slowed
 - new focus on book giveaways and starter library kits.
- Mike Fernandez, Chief Financial Officer, provided a budget update and overview.
- Kate Patterson, Director of Communications, talked about the digital ad campaigns for the Work It and Tech Time Programs at the Library.
 - Ads drove new users to the website and increased registration for these programs.
 - Marketing outreach was funded by the Friends.
- Anissa Malady gave a presentation on the Library’s *¡Viva!* programs celebrating Latinx cultures and traditions.

September meeting presentations will include:

- Re-opening update from Rebecca
- Capital Projects update
- One City One Book
- Filipino American International Book Festival
- Point of Sale System

Q&A

- **Nora (GPA) – Where do the books for the giveaways and starter kits come from?**

Singleton – The Library has a fund - we select titles and look at publishers who can supply the books.

Alcalá-Veraflor – Support for the One City One Book campaign comes from the Friends of SFPL.

Capital Projects Update – Rebecca Alcalá-Veraflor

Mission Renovation

- Contractor bid proposals due on August 31st
- Evaluation of bids from September 16-19
- Best Value Tabulation is done from Sept 19-23. The qualifications proposal and bid price are considered to determine best value tabulation.

Chinatown Renovation

- Meetings with the Architectural Review Committee (ARC) in October

Ocean View Branch

- Pedestrian safety conversations with the San Francisco Municipal Transportation Agency (SFMTA) are ongoing.

Other projects

- Work to repair the roof at Marina Branch has been completed.
- Park Branch is next to have its roof repaired.

Q&A

- **Penni (EVA) – Will solar panels be installed at the renovated branches?**
Singleton – The Mission Branch will have solar panels on the roof to comply with the City’s all-electric new construction ordinance. The Chinatown Branch currently has solar panels and we will assess whether to add more or replace them during the renovation. Finally, we will be considering sustainability during the design process of the Ocean View Branch. When we have enough capacity, we will have a Capital Projects Manager do an energy assessment.
- **Nora (GPA) – How are the interim services going at the Mission temporary site?**
Alcalá-Veraflor – More patrons are visiting the site. They are also receiving a lot of reserved items for pick-up.
- **Marcia (EXC) – Is there an update on the temporary site for Chinatown Branch?**
Alcalá-Veraflor – We are still collecting suggestions. We’ve learned from our experience with Mission and will look at multiple sites as we get closer to closing the branch.

Adjournment: 5:00 pm

Respectfully submitted by Florinda Battad