



San Francisco Public Library

MINUTES
Council of Neighborhood Libraries
October 27, 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), Peter Linenthal (POT), Elaine Cahn (RIC), Marcia Popper (PRE), Joan Walton (SUN), Terry Carlson (Assistant Chief of Branches), Regan Gong (NW District Manager), Ana Elisa de Campos Salles (CE District Manager), Denise Sanderson (SW 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), Kaitlyn Tran (PRE), Deborah Oppenheim (SUN), Rochelle Fort (VVA), Maryam Roberts (WPO), Callen Taylor (WSA), Anne Vannucchi (SE District Manager), Genevieve Feldman (NE District Manager)

Library Administrators: Michael Lambert (City Librarian), Margot Shaub (Library Commission Affairs Analyst)

HOUSEKEEPING

Upcoming Meetings

➤ The next **Library Commission Meetings** will be on the following Thursdays at 4:30 pm:
November 17, 2022, December 15, 2022 and January 19, 2023.

The meetings will be held virtually and in-person. Attendees are encouraged to attend virtually.

➤ The next **Council of Neighborhood Libraries Meeting in January** will be on **Thursday, January 26, 2023, 4:00 p.m., SFPL Virtual Library**

ANNOUNCEMENTS

- This year, instead of a staff holiday party, there will be a staff holiday event in the atrium of the Main. Staff are invited to come together for food and fellowship on Friday, December 9th (9-11 am). The CNL members are also invited. The COB office will send out the invitation with more details.
- 23rd Annual Potrero Hill History Night will take place on November 5th. The free program will feature live music, interviews, and historic photos.
- Land Acknowledgments are used to recognize Indigenous Peoples as the original inhabitants of the land on which we live, and that we benefit from living and working on their unceded traditional homeland. The American Indian Cultural District helped the Library craft its

Ramaytush Ohlone Land Acknowledgement. Placed at each branch is a QR code that points to the land acknowledgement.

UPDATES

City Librarian's Report – Michael Lambert

Re-opening Update

- The Library had its best weekly average of visitor traffic this month. 67,000 patrons visited the Library system-wide.
- Circulation is reaching pre-COVID levels with the Library reaching one million items.
- There are currently 243,000 active library users.

Programming Highlights

- SFPL hosts the Filipino American International Book Festival. Over 40 authors are participating, including a virtual talk with Nobel Prize winning journalist, Maria Ressa.
- Viva Latinx Heritage Celebration
- First Person: Honoring Native and Indigenous Cultures
- Park Branch will have an Open House. The branch opened in 1909 and is the oldest SFPL building.
- Anna May Wong Quarter Celebration. The pioneering Hollywood actress is the first Asian American to be featured on a U.S. coin. The Library will host a community celebration with a documentary screening and panel discussion.

Hiring Updates

- In the process of filling 39 vacancies, including 10 branch manager vacancies.
- Recruiting for the Chief of Public Services.
 - This position will act as a thought partner to the City Librarian and will better support public services by providing a higher degree of support to the division Chiefs.
 - Involved in the strategic planning process next year
 - Interviews in December and January, with the position filling in the spring
- Congratulation to Terry Carlson, who was promoted as the new Assistant Chief of Branches!

Q&A

- **Judy (MER) – How is staffing in the Library's Security Department?**
Lambert - The Library is recruiting for three new full-time Security positions. We are planning to put into place a quadrant sector plan where an officer is stationed at a branch and responds to calls at nearby branches that are in his sector, thus shortening the response time to incidents.
- **Marcia (EXC) – Is the Chief of Public Services a new position?**
Lambert – Yes, the position was newly created. When the Chief of Main position became vacant, we elevated it. They will have oversight of the Main and be the direct supervisor of the Assistant Chief of Main. They will also lead the public services team and support the Branch Division, Community Programs and Partnerships, and Collections and Technical Services.
Marcia (EXC) – The San Francisco Unified School District no longer uses the word “chief” in job titles because it is offensive to Indigenous People.
Lambert – We haven't considered that, but it is worth looking into.
- **Penni (EVA) – Thank you for being so responsive regarding the campers near the Eureka Valley Branch.**
Lambert – Some things are in our control, but when they aren't, that's when we lean on other partners to address the situation.

Library Commission Report – Margot Shaub
Library Commission Agendas, Minutes & Resolutions

Highlights from the Library Commission Meeting include:

- Summer Stride report
 - Participation was up 213%
 - 339% increase in finishers
 - 38,000 books given away
- SF History Center and Archives presentation
- An overview of the programs planned for First Person: Native and Indigenous Peoples Heritage Celebration
- Financial Planning Day will have workshops covering topics such as investing, tax-planning, debt management. The day-long event is virtual and in-person at the Main Library's Koret Auditorium.
- Approval of the 2023 [Library Commission Meeting Schedule](#)

Q&A

- **Nora (GPA) – The Summer Stride stats are wonderful. Has the Library recovered to pre-COVID levels?**
Shaub – The Library is starting to recover. There were 17,000 Summer Stride participants, with 10,500 finishers. There were also 180 teen volunteers.
Alcalá-Veraflor – The YELL Program (Youth Engaged in Library Leadership) returned as well. We had 20 paid teen interns who got a chance to work with librarians and learn about the profession.

Capital Projects Update – Rebecca Alcalá-Veraflor

California Infrastructure Grant

- The Library received a \$13.2 million grant for the renovation of the Mission and Chinatown branch libraries.

Capital Projects Manager interview

- The person hired for this position will oversee large projects with Public Works, and need to understand how to navigate the City process.

Hiring Updates – Rebecca Alcalá-Veraflor

- Recently hired eleven Page positions
- In the process of hiring five Librarian positions
- Need to fill ten vacant Branch Managers positions
- The same level of programming hasn't been possible because of our vacancies.

Q&A

- **Penni (EVA) – Why are there so many Branch Manager vacancies?**
Alcalá-Veraflor – There are several reasons: some promoted, some retired, others transferred laterally. It took a lot longer to fill these vacancies because the changes occurred during a hiring freeze.

Adjournment: 5:00 pm

Respectfully submitted by Florinda Battad