



San Francisco Public Library

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of FEBRUARY 1, 2024

The San Francisco Public Library Commission held a regular meeting FEBRUARY 1, 2024, virtually and at the Koret Auditorium, Main Library.

The SFPL Commission meeting was called to order at 4:30 PM.

Commissioners Present: Wolf, Huang, Lomax Ghirarduzzi, Lopez and Bolander.

AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT

Jessica Choy, President SEIU, said she and her fellow Union officers visited every work site to ask their colleagues what they want as they go into the next contract bargaining cycle and it was full staffing, so they can better serve the public, filling current vacancies and looking for ways to expand hours for part-time workers, so they can have full-time jobs.

Ruben Juarez said they were a member of the Union, which represents hundreds of library workers. Jaurez said the last time they met in the auditorium it was to discuss new strategic priorities and the internal organizational shifts to deliver on the new priorities. The well being of staff and community should be the priority. He came to the Commission in 2017 to speak about his manager and another Library worker being attacked, and it is still happening.

Kate Lazarus, Friends of the Library Board Member said she grew up in San Francisco, going to the Richmond Branch, and brings her kids there today, gave an update about Friends events and activities, including the Brown Handler Residency, which welcomes six cohort of writers made possible by Lisa Brown and Daniel Handler. Friends is excited to support Night of Ideas and the Strong Breakfast will be on February 9.

Peter Warfield, Executive Director of Library Users Association Libraryusers2004@yahoo.com, PO Box 170544, San Francisco California 94117, asked for his email to be corrected in the Minutes and said the Board of Supervisors had a discussion on legislation about the Oceanview Branch, which had not been discussed at the Library Commission.

Glen Rogers, Landscape Architect, said the legislation passed by the Board of Supervisors allows for the exploration of other sites for an Oceanview Branch.

AGENDA ITEM NO. 2 APPROVAL OF MINUTES – JANUARY 18, 2024

Public Comment

Peter Warfield said the minutes are where he is censored in what he said and Facebook and social media are in the news and the Library needs to stop touting Facebook, “Get Social,” and encouraging people to go to Facebook, Twitter and Instagram.

Commission Discussion

Motion: By Vice President **HUANG** with an edit to correct Libraryusers2004@yahoo.com email **seconded** by Commissioner **BOLANDER** to approve the **JANUARY 2024** Commission Minutes.

Action: AYES 5-0 (Wolf, Huang, Lomax Ghirarduzzi, Lopez and Bolander)

AGENDA ITEM NO. 3 FY 25-26 BUDGET

Chief Financial Officer, Mike Hernandez gave an outline of the proposed FY25-26 Budget, including two options for the Commission to consider. He said they continue to use the existing budget priorities of Partnerships for Excellence, Literacy & Learning, Youth Engagement, Organization Excellence, Digital Strategies and Facilities Maintenance & Infrastructure and reviewed the proposed new budget investments. He said once the Commission selects and approves the FY 25-26 Budget proposal the Library will submit it to the Controller and Mayor by February 21, 2024.

Public Comment

Peter Warfield asked where the reading material is, the books, the periodicals, the newspaper which are such a crucial and core purpose of the Library and where is the accountability for any kind of evaluation that the Library has made with respect to how it has spent its money, that would be worthwhile to do. He said there is no equity for the provision of books, e-books, are much more available than books and have a long waiting list.

Commission Discussion

President Wolf said they are considering the different budget proposals. Option One and Option Two, which the distinction is that there is the million dollars going out of capital improvement invested into IT enhancement and said next year’s budget will have the new Strategic Priorities.

Commissioner Lomax Ghirarduzzi asked how the IT enhancements move things forward, is that really critical.

Fernandez responded that making the commitment now, would potentially take away some of that reserve in year two and the Library has technology projects like, wayfinding signage that are part of the plan, but these ideas are not fully formed yet, the options are about setting aside resources in that direction there is not a final plan at this time.

Lomax Ghirarduzzi said it sounds like there is a need, not only in the Library but in society in general, to

provide wayfinding and information to patrons and community members in the origin language and asked for a little more understanding of how deep the need is.

Fernandez said they advanced the proposals that look to increase the Library's capacity to be able to reach people in a language they are comfortable with and do so in a culturally competent way.

Vice President Huang asked Commissioners what they felt about two-line items, the E-collections budget and digital and radio advertising to promote programs and services with limited English-speaking communities. As the costs are ongoing is this the right time to do this and said in general, he has discomfort with adding more ongoing costs.

Commissioner Bolander asked how much digital advertising the Library does now.

Michelle Jeffers, Chief Community Programs and Partnerships, said they found radio advertising the most effective, and wanted to do more, it is radio but also includes things like Spotify and Pandora and want to do a major campaign each quarter.

Huang said they previously discussed the need to be doing more of that.

Lomax Ghirarduzzi said they need to tell people more about what the Library does and in the languages where people need to hear and see themselves in the public library as an institution.

President Wolf said she supports this investment because there are way too many people that don't know enough about what the options and the resources are, and as they go into this economic downturn the Library needs to be more proactive about letting members know what is available to them and wants the team to be more strategic if they are adding more dollars.

Vice President Huang asked if there would be additional marketing requests in the 26-27 cycle.

Maureen Singleton, Chief Operating Officer, said she thought they would.

Huang asked what the reserve strategy was.

Fernandez said the reserve is the delta between what their projected resources are for that year and in fiscal year 25 provided the Library with a high level of flexibility. As a general principle, over the three-year horizon, they are trying to maximize what they can in the reserve and make sure that they have enough funds set aside to do things in the strategic plan and do them sustainably.

Commissioner Bolander said when the strategic marketing plan is developed, he would like to see metrics that make sense, so they are thoughtful about spending.

Wolf said the JARS and e-materials is a phenomenal program where the Library is a pioneer and a leader.

Ghirarduzzi said they must be a good steward to ensure that ideas that further SFPL are for the common good to ensure that people who are on the margins are served and be done in a way where the institution itself is not being taken advantage of. The for-profits institution recognize our social good purpose and they can take advantage of it. The Library must be on its game to make sure that it is not taken advantage of because of its mission and being nationally and internationally recognized as at the forefront for progressive thought.

Wolf asked, when they have data to share, if they could come back to this item in the future and how the incarcerated are using it.

Commissioner Lopez asked about the \$150,000 for the Electric Charging station at 750 Brannen Street, does it include maintenance and what are the salary increases.

Fernandez said this was a one-time investment to put the charging stations in and would not include maintenance. He said the increase in salaries is because new positions that were added last year, get added July 1st and during the year there can be substitutions that result in higher classifications and higher salary, In addition they are being careful to make sure they have budget for the negotiations with the labor unions.

John Cunha, Facilities Director, said the Mayor mandated that the Library electrify its fleet and it was a one-time installation cost for the purchase of the Charging Station. The cost is for the installation, getting the electricity where they need it and making it is secure. There are no maintenance costs.

Motion: By Commissioner **LOMAX GHIRARDUZZI** seconded by Commissioner **LOPEZ** to approve the **FY 25-26 Budget Option 1**.

Action: AYES 5-0 (Wolf, Huang, Lomax Ghirarduzzi, Lopez and Bolander)

AGENDA ITEM NO. 4 CITY LIBRARIANS REPORT

Hai-Qing Chen, Chinese Center Librarian gave a report on the Lunar New Year Celebrations, which is the Year of the Dragon. She said the Lion Dance with Jing Mo Athletic Association was performed in more than 23 locations. Youth events included Dragon and Red Envelope craft and adult activities include a Red Envelope Lantern Craft and Calligraphy. She said Drumbeats, Heartbeats: Communities as One event will be in the Koret on February 13, 2024.

Public Comment

Peter Warfield said February has Martin Luther King's birthday and didn't see anything about this month's activities nor next month with respect to Black History Month. He said he is concerned. about the access to the virtual programs, the people that have the least access to computers are minorities, poor people, older people, disabled people, those with English as a second or third or fifth language.

Commission Discussion

President Wolf thanked Hai-Quin for the presentation and said, to help celebrate Chinese New Year, the One City One Book selection is The Chinese Groove, by Kathryn Ma. 4

AGENDA ITEM NO. 5 ADJOURNMENT OF THE FEBRUARY 1, 2024 COMMISSION MEETING

Public Comment

Peter Warfield said the Commission should not adjourn until they insist that the Commission has an item on the agenda at the end for Commissioners to get a chance to say what they would like to see on future agenda items, that gives the public a chance to chime in as well.

Commission Discussion

Motion: By Commissioner **LOPEZ** seconded by Commissioner **LOMAX GHIRARDUZZI** to adjourn the meeting

Action: AYES 5-0 (Wolf, Huang, Lomax Ghirarduzzi, Lopez and Bolander)

The meeting adjourned at 6:08 PM

Margot Shaub, Commission Affairs Analyst

To access **Commission Meeting recordings** please visit: [Library Commission Meeting Recording](#)

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-notice/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).