



San Francisco Public Library

MINUTES
Council of Neighborhood Libraries
August 28, 2025 4:00 p.m.
CALL TO ORDER

Meeting Location: Zoom Virtual Meeting

Facilitator: Rebecca Alcalá-Veraflor

CNL Members			
Tom Gorrebeeck (ANZ)	x	Helen Land (NBE)	
Toni Hines (BAY)	x	Nicky Trasvina (OVI)	x
Katherine Hsieh (CHI)	x	Johanna Lopez Miyaki (OVI)	
Marcia Parrot (EXC)	x	Edna James (OVI)	
Nora Dowley (GPA)	x	Chuck Moody (ORT)	x
Lindy Chris (GPA)	x	Marcia Erlich (PAR)	x
Chloe Rounsley (GGV)		Diane Silver (PAR)	
Leonie van den Berg (GGV)		Sherine Ta (PSI)	
Sonia Moscardon (ING)		Lily Li (PSI)	x
Ed Connor (ING)	x	Jon Logan (POR)	x
Deirdre Merrill (MAR)	x	Peter Linenthal (POT)	
Phil Lesure (MAR)	x	Jessica Hyman (POT)	
Judy Blanchard (MER)	x	Julia Anaya (RIC)	
Kathy Mallegni (MER)	x	Tara Cahn (RIC)	x
Sharon Chien (MBA)		Deborah Oppenheim (SUN)	
Janie Alcindor (MBA)	x	Julia Gitis	x
Ruth Maginnis (NVA)		Monica Herbert (WSA)	x
Rasa Gustaitis (NVA)	x	Crystal Lê (WSA)	x

COB Office			
Christy Estrovitz	x	Anne Vannucchi	
Ana Elisa de Campos Salles	x	Denise Sanderson	
Genevieve Feldman		Florinda Battad	x
Regan Gong	x	Michael Roman	x

Library Administrators: Maureen Singleton (Chief Operating Officer)

Guests: Jessica Parker (Friends of SFPL)

Housekeeping

Upcoming Meetings

- The next **Library Commission meeting in September** will be on **Thursday, September 18, 2025, 4:30 p.m., Hybrid (In-person and Virtual).**

- The next **Council of Neighborhood Libraries Meeting in September** will be on **Thursday, September 25, 2025, 4:00 p.m., Virtual**

Announcements

- We welcomed CNL's newest representatives: Tom Gorrebeeck, representative for Anza, and Julia Gitis, representative for West Portal.
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Minutes

- The July meeting minutes were approved.

City Librarian's Report – Maureen Singleton

- Ocean View Branch Capital Project
 - The Library's offer to purchase the building adjacent to the Ocean View Branch was rejected by the owner.
 - Reverend Pierre of the Pilgrim Community Church expressed interest in selling the church and its extension, the I.T. Bookman Center.
 - The Reverend is in preliminary conversations with City Real Estate, with the appraisal process expected to be completed next week.
 - The buildings on the property, which are catty-corner to the branch, would be razed for a new library to be built.
- Q&A
 - **Lindy (GPA) – What will happen to the current building?**
Singleton – It could potentially be sold to offset the cost of building a new branch. The church might also be interested in a sell swap scenario. In either case, the current building will stay open until a new facility is built.
 - **Janie (MBA) – Is this a good time to advocate for new flooring for the Mission Bay Branch? The site has witnessed a significant increase in family/children visitors and could use upgrades accordingly.**
Singleton – The Mission Bay floor project is bigger than anticipated, so we are coordinating the work with the Department of Public Works.
 - **Marcia (EXC) - If the Library is able to buy the building next door, what will be the plan for renovating the branch?**
Singleton – The building next door is not in good condition. We would most likely raze both buildings and build a new branch.
 - **Tara (RIC) - How do the two options compare in square footage?**
Singleton – The property next door would create a 15k square foot branch. The community center that's catty corner would create a 15-20k square foot branch. We would potentially co-locate with the community center and have 10-15k square feet specifically for the Library and share the additional space.
 - **Jon (POR) - What is your scope of work as the Chief Operations Officer?**
Singleton – I oversee the following departments: Finance, Information Technology, Human Resources, Research, Statistics, and Analytics, and Facilities, which includes Custodial, Engineers, Delivery Services, and Security.
Alcalá-Veraflor – Maureen's amazing team does the behind the scenes work that keeps the library functioning.

Friends of SFPL Updates – Jessica Parker

- A small group of Marcia Popper’s family and close friends gathered at the Presidio Branch for the unveiling of a memorial bench in her honor.
- The Friends will join their Potrero Hill neighbors in Jackson Park for the Play in Your Park Party on September 6th (11am – 3pm). Visit the Friends table to make a friendship bracelet.
- The Big San Francisco Play Date on Saturday, September 13th at the Parkside Branch will have play-based learning activities for children aged 5 and younger and their caregivers. In addition to making friendship bracelets, the Friends will be there giving away pizza!
- The [2025-2026 Lisa Brown and Daniel Handler Residents](#) and former residents will be reading original works at the North Beach Branch Open House on Saturday, September 27th.
- The Friends raise funds for the Library’s capital projects, with current fundraising going towards furnishings at the Mission and Chinatown Branches. Feel free to contact Jessica (jessica.parker@friendssfpl.org) for information about their efforts and how to get involved.

FY25 Branch Circulation and Visitor Statistics – Rebecca Alcalá-Veraflor

- Visitors
 - The growth in foot traffic numbers can be attributed to increased programming.
 - The Library had an average of 315 programs every month.
 - 8,423 people came to the Library’s Open Houses, Storytimes, arts and crafts programs, cultural programs, and larger Library campaigns like One City One Book and Summer Stride events.
 - Sensors at the entrances count people walking into the library.
- Circulation
 - The statistics represent checked out items, not renewals.
 - Teen and children’s materials had an 18% increase, while adult materials decreased.
 - Video and DVD checkouts were also down, which reflects the popularity of streaming.
- Ingleside Branch, a medium sized library, was a surprising leader in visitor and circulation statistics, illustrating how neighborhood libraries, no matter the size, are providing the resources needed in their communities and the space where people want to gather.
- Q&A
 - **Jon (POR) - Portola had an increase in foot traffic but a decrease in circulation. Does this mean the programs are an increasing draw and the books themselves are a decreasing draw?**
Alcalá-Veraflor – When we see a decrease in numbers, we want to ask if these numbers are reflecting normal trends. Circulation numbers also include audio and video materials.
 - **Tara (RIC) - Are there maximum capacity numbers that you hope to reach?**
Alcalá-Veraflor – The libraries have capacity limits, but we don’t have a number that we want to reach. Numbers are helpful, but they don’t tell the full story. Take Ocean View Branch example; their visitor numbers are small, but all the seats can be filled throughout the day. We are more encouraged by percentage increases rather than hard numbers.

- **Ed (ING) - I didn't see e-book statistics.**
Alcalá-Veraflor – The e-book statistics are available, but they aren't included in this presentation because the checkout doesn't happen at the branch. The e-book statistics can be found in the [Collection Utilization Trends](#) presentation from the August Library Commission Meeting.

- **Katherine (CHI) - Why do you think the Chinatown Branch's numbers have decreased? Is it due to preparations for the move to the temporary branch?**
Alcalá-Veraflor – There are a lot of factors that could have impacted their numbers, such as changes to public transit service and families moving out of the neighborhood. The librarians do a lot of outreach, but these numbers aren't tracked.

- **Janie (MBA) - Who is responsible for booking programs, like your musical story times?**
Alcalá-Veraflor – The librarians either book performers or lead the programs.

- **Deirdre (MAR) - Any updates on an in-person meeting for the CNL? Since we don't meet in November and December, we only have two meetings left this year in September and October.**
Alcalá-Veraflor – We usually meet in-person in December for our holiday gathering. If we can't settle on a date for a separate in-person meeting this year, we will most likely just meet in December.

Adjournment: 5:00 p.m.

Respectfully submitted by Florinda Battad