



*San Francisco Public Library*

**MINUTES**  
**Council of Neighborhood Libraries**  
**April 26, 2018**  
**4:00 p.m.**  
**Meeting Notes**  
**CALL TO ORDER**

**Meeting Location:** Latino Hispanic Room

**Facilitator:** Rebecca Alcalá-Veraflor, Assistant Chief of Branches

**Attendees:** AJ Cave (ANZ), Larry Ware (BAY) Excused, Nina Youkelson (BHE) Excused, Lena Yu (CHI) Excused, Penni Wisner (EVA), Marcia Parrott (EXC) Excused, Ruth Grabowski (EXC) Excused, Nora Dowley (GPA) Excused, Jules Older (GGV), Laura Bernabei (ING), Susan Leurey (MER) Excused, Mailine Chew (MBA), Ruth Maginnis (NVA), Kathleen McClay (NBE), Tyrone (Ty) Robinson (NBE), Pinkie Bolden (OVI) Excused, Edna James (OVI), Bessie Hahn (ORT) Excused, Marcia Ehrlich (PAR), Diane Silver (PAR), Michael Leahy (PSI) Excused, Don Thielges (POR) Excused, Marcia Popper (PRE), Kaitlyn Tran (PRE), Elaine Cahn (RIC) Excused, Joan Walton (SUN), Deborah Oppenheim (SUN), Rochelle Fort (VVA) Excused, Anne Jones (WPO) Excused, Maryam Roberts (WPO) Excused, Callen Taylor (WSA) Excused

**Library Administrators:** Michael Lambert (Acting City Librarian), Rebecca Alcala-Veraflor (Assistant Chief of Branches)

**Guests:** Kate Eppler (The Bridge Program Manager), Mario Lemos, Michael-Vincet D'Anella-Mercanti, Reese Isbell, Annie Lee (Friends of SFPL)

**HOUSEKEEPING**

- The next regular **CNL Meeting** will be on **Thursday, May 17th, 4:00 p.m. in the Latino Hispanic Room B, Main Library, Lower Level**
- The next **Library Commission Meeting** will be on **Thursday, May 31st, 4:30 p.m. at the Koret Auditorium, Main Library.** The Library's open hours will be the focus of meeting.

CNL Members to attend the upcoming Library Commission Meeting:

- Thursday, May 31st, 2018: \_\_\_\_\_ & \_\_\_\_\_

Please contact the Chief of Branches Office if you would like to volunteer to attend the meeting.

## **ANNOUNCEMENTS**

- Upcoming Branch Open Houses:

|          |         |                  |                    |
|----------|---------|------------------|--------------------|
| Saturday | 5/5/18  | Potrero          | 5:00- 8:00 pm      |
| Saturday | 5/5/18  | Mission          | 11:00 am – 3:00 pm |
| Thursday | 5/17/18 | Western Addition | 4:00 – 7:00 pm     |
| Saturday | 5/19/18 | North Beach      | 12:00 – 4:00 pm    |
| Saturday | 5/19/18 | Merced           | 1:00 – 5:00 pm     |
| Saturday | 5/19/18 | Portola          | 1:00 – 5:00 pm     |

- The opening reception for the 60<sup>th</sup> Annual Potrero Hill Artist’s Exhibition is on May 5<sup>th</sup> (5-8 pm). Art work from the Potrero Hill artist community will be on display through July 28<sup>th</sup>.
- The Library will host a series of events in May celebrating Asian Pacific American Heritage Month.

## **UPDATES**

### **City Librarian’s Report – Michael Lambert**

- Michael participated in a panel for Youth Advocacy Day at the Main Library. The annual event empowers youth by giving them the opportunity to engage directly with city leaders about how to best serve young people.
- Library Commission Meeting
  - The recruitment for the City Librarian is ongoing. An RFP (Request for Proposal) for consultants will be issued to six city compliant vendors. The Library Commission will then vet the responses and select a consultant, and spec the profile for the position.
  - Community engagement for the Mission Branch renovation will begin. The Library will reach out to the community for feedback through surveys, community meetings, and community workshops.
  - Community engagement for the Ocean View Branch renovation will be scheduled before the end of the year.
- In May, Michael and Maureen Singleton will present the budget for FY19 to the Board of Supervisors Budget and Finance Committee. A highlight of the presentation will be the \$813K “accept and expend” grant from the Friends.
- Edna (OVI) expressed her dissatisfaction with the earlier renovation of the Ocean View Branch, and feels the request for community input is late in coming. Michael acknowledged the inadequacies of the renovation, and assures the Library’s commitment to working with the community to improve library services for the neighborhood.
- Open Hours

- The Library's open hours will be discussed at the Library Commission Meeting on May 31<sup>st</sup>. Chief Analytics Officer, Randle McClure will present the Library's recommendations, which will be cautiously conservative.
- The Library has limited options given the current fiscal environment, and is looking to adjust hours rather than expanding them.

**ACTION** – The COB office will email the documents that will be presented at the meeting to CNL members for review. CNL members please plan on attending the Library Commission Meeting – your feedback on open hours is needed.

### **Future Agenda Items – Rebecca Alcalá-Veraflor**

- A presentation from the Collections and Technical Services team to give an overview of how the collection is created.
- Address security issues with a presentation from the Security and Safety Officer, Omar Castillo.
- Presentation from the Library's HR Director, Lori Regler to talk about the hiring process and how positions are filled at the branches.
- Presentation from Facilities Director, Roberto Lombardi with particular attention to the following issues suggested by CNL members:
  - Marcia (PRE) – Security and dedicated security staff to help with patrons with challenging behavior.
  - Penni (EVA) – The Eureka Valley Branch is in need of a meeting room – how are projects approved and prioritized?

### **Connect with Tech – Kate Eppler**

- The 2<sup>nd</sup> Annual Connect with Tech (May 7-12) is a weeklong program of classes, a tech expo, and panel discussions, all with the goal of building greater digital equity,
  - Taking place throughout the Library system and partnering locations, many of the classes are geared towards helping job seekers, parents, seniors, folks with limited English, and folks with disabilities build their tech skills.
  - Phase two of Tech'd Out begins during Connect with Tech Week. Additional mobile hotspot devices (MIFIs) will be available at the four libraries ((Bayview, Main, Ocean View, and Visitacion Valley) participating in the laptop and wireless internet lending program. Chinatown and North Beach branches will be added to the program and will receive lending MIFIs.
  - Penni (EVA) felt that the topic of on-line privacy was timely and could have been discussed. Kate agreed, adding that future programming around the topic could be done.
  - Branches will receive more training laptops, giving those who weren't able to participate in Connect with Tech the ability to do so in the future, as well as have more tech training classes.
- ACTION** – Encourage your branch managers to participate in Connect with Tech and help spread the word about the program. The digital gap is not just about access, but comfort, and the library can play a key role in both.

### **Friends of the Library Advocacy – Reese Isbell and Annie Lee**

- The Friends have launched a new website: <https://www.friendssfpl.org/>  
**ACTION** – Take a look and provide feedback.
- The Library Preservation Fund was first approved by voters in 1994, and renewed in 2007. The Fund is due for renewal in 2022, but advocacy needs to begin today. Support for the Library requires building ongoing relationships with the community and government members.  
**ACTION** – Become a member of the Friends and sign up to receive their newsletter to help with their advocacy efforts. Help the Friends by getting people to fall in love with the Library so that they vote for the Library.

**Adjournment: 5:15 pm**

**Respectfully Submitted by Florinda Battad**