



San Francisco Public Library

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the Regular Meeting of June 20, 2019

(As approved at the Regular Meeting of August 15, 2019)

The San Francisco Public Library Commission held a regular meeting on June 20, 2019 at the Koret Auditorium, Main Library.

The meeting was called to order at 4:32 pm.

Commissioners present: Huang, Lee, Mall, Ono, Wolf and Wardell-Ghirarduzzi.

Commissioner Dunning is expected.

AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT

Peter Warfield, Executive Director, Library Users Association, said the Budget and Finance Committee of the Board of Supervisors held two meetings on the budget. He said at the first meeting there was no discussion on the removal of fines and fees. He said the fees do every bit as much to hurt the public as do the fines. He said he is glad the library did go for fine forgiveness. He said that is something he has advocated for many years. He said the fees are still a problem. He said there was nothing discussed about RFID or hours at the meetings. He said the library went against all of its own surveys with no evening hours added and some dropped. He said it is problematic that the Friends held an event at a bar where you have to be over 21.

Commissioner Dunning entered the meeting at 4:34 pm.

Brent Paradise said he is hoping for one quiet day a week at the library but he would also like to thank all the librarians on the third floor because they work so hard and do such a great job. He said he would appreciate if the Library would look into the Lucky Day program and implement it.

Marie Ciepiela, Executive Director, Friends of the Library, said she is delighted that the Finance Committee of the Board of Supervisors approved the Accept and Expend for the Friends' annual gift to the library. She said they are excited about all the programs they will be funding. She said they are looking forward to a notably larger gift next year. She announced that the Annual Book Sale will be Wednesday, September 18 through Sunday, September 22.

AGENDA ITEM NO. 2 EXPLORATORIUM EXHIBIT AT MAIN LIBRARY

Tom Fortin, Chief of Main, introduced a presentation on the Main Library temporary interactive installation designed by the Exploratorium, funded through a grant from the national Science Foundation.

Julie Flynn, San Francisco Planning Department, gave the background on the interagency approach to making Civic Center more inviting today and for future generations. She said the Civic Center Commons initiative has experience with previous installations in the area. She said the installation will be well stewarded.

Steve Gennrich, Project Director for the Exploratorium's Studio for Public Spaces, explained the Middle Ground project which will be installed in front of the Main Library. He explained the partners and the timeline for the project. He said the opening is tentatively scheduled for August 13. He said the duration of the installation will be roughly a year and they will have research staff from the Exploratorium speaking with the public about the installation.

Explanatory documents: [Exploratorium Exhibit](#) ; [Middle Ground Project](#)

Public Comment

Peter Warfield, Executive Director, Library Users Association, said the commercial building across the street is part of the Civic Center Plaza. He said the Middle Ground Project document was not referred to at this meeting. He said that document states that the columns are arranged to accommodate the Friends of the SF Public Library Step Sales. He said how much of this project is catering to other interests other than the library.

Commission Discussion

Commissioner Mall said this is a really interesting project and she wanted to know what will keep the installation up.

Steve Gennrich, Project Director, said the installations will be anchored to the concrete.

Commissioner Lee asked if this has to do with design thinking.

Steve Gennrich, Project Director, said that design thinking is part of the process. He said the project has two goals one is experiential goal and the second is education.

Commissioner Wolf asked for a little taste of what this is going to be. She asked if the people in the field be identified. She said it needs to be well kept up.

Steve Gennrich, Project Director, gave examples of two of the exhibits. He said the researchers will be wearing green vests to identify them as Exploratorium staff. He said the Exploratorium has worked with the Planning Department and the Library on a maintenance agreement.

Commissioner Dunning said she is concerned about vandalism and said maybe there should be a prototype before the whole exhibit is put up.

Steve Gennrich, Project Director, said the exhibits will be available in Spanish, Chinese and braille.

Tom Fortin, Chief of Main, said the stewards will be available from 8:00 am to 7:00 pm and when they arrive in the morning they will check on each exhibit and the Exploratorium will be notified immediately if any repairs need to be done.

Julie Flynn, Planning Department, said there have been recent exhibits in the Civic Center and there are protocols for that.

President Wardell-Ghirarduzzi said this is a very exciting project.

AGENDA ITEM NO. 3. FY 20/21 BUDGET UPDATE

Maureen Singleton, Acting Chief Operating Officer, gave a presentation on the Library's FYs 20 and 21 budget. She gave an overview of the Mayor's Proposed City Budget and said the City's overall budget is FY 20: 12.3 Billion and FY21: 12.0 Billion. She gave an overview of the Library's Budget including funding sources and uses. She explained the actions of the Board of Supervisors Budget Phase and said the Full Board will finalize the budget in July and the Mayor will sign the budget in July or August.

Explanatory documents: [Budget FY 2020-21](#) ; [Budget FY 2020-21: Attachment I](#) ; [Budget FY 2020-21: Attachment II](#) ; [Budget FY 2020-21: Attachment III](#)

Public Comment

Peter Warfield, Executive Director, Library Users Association, said the Accept and Expend Resolution states that the amount of the grant from the Friends is in the amount of up to \$807,820. He said this amount was not in cash but in-kind gifts, services and cash monies from the Friends of the San Francisco Public Library. He said it is a very squishy amount and he would like to know the specific amount and what that represents. He

said it also appears that the Board of Supervisors waives the inclusion of indirect costs in the grant budget and he would certainly like to know what that is. He said is concerned about the collections and materials budget and that it is at a rock bottom percentage.

Marie Ciepiela, Executive Director, Friends of the Library, said the \$807,000 is a cash donation to the Library. She said the in-kind amount is on top of that. She said they are also managing assets for the renewal campaign for the Library Preservation Fund. She explained the role of their volunteers and restated that the \$807,000 amount is strictly cash.

Commission Discussion

Commissioner Wolf thanked the staff for staying on top of the budget and for the presentation. She also thanked the Friends of the Library for their continued generosity and support of these vital programs. She asked about the programs that we had asked the Department of Homelessness to expand for us.

Maureen Singleton, Acting Chief Operating Officer, said we had hoped to expand the number of Health and Safety Associates to have more help in the branches. She said in order to have that happen it would have had to be added in their contract and they did not have the capacity to do that at this time. She said we are exploring other opportunities.

President Wardell-Ghirarduzzi said she appreciates the update and stewardship.

AGENDA ITEM NO. 4. CITY LIBRARIAN'S REPORT

Todd Robinson, Maintenance and Engineering Manager gave the Facilities Projects Update. He said construction is underway at 750 Brannan Street and the completion is expected by December, 2019. He explained the Main Library elevator renewal project, the Main Library automated materials handling system and work being done at 190 Ninth Street. He said recent projects are the Presidio landscaping and drainage project, Ortega staff workroom improvements, Eureka Valley Landscaping Improvements and the Marina ADA access project.

Susan Goldstein, Manager of the San Francisco History Center and the Book, Arts and Special Collections, said she is also the City Archivist for the City and County of San Francisco. She gave a presentation on the San Francisco History Center: A Year of Partnerships. She said the records that are currently in Brooks Hall will be moved to 750 Brannan. She said they have been collecting Filipino History with the community. She explained many of the partnerships they have been involved with in archiving documents. She said the most recent partnership is with the Assessor Recorder's Office photos. She said the future is archiving Mayoral Papers and Recreation and Park's documents.

Michael Lambert, City Librarian, said he wanted to commend Susan Goldstein for her extraordinary leadership.

Michelle Jeffers, Chief of Community Programs and Partnerships, gave a presentation on the 15th Annual One City One Book program. She said the book is the bestselling book by Tommy Orange: There There. She said two of our Commissioners serve on the selection committee and she wanted to thank Susan Mall and Connie Wolf for their service on this committee. She thanked her staff and announced the many partners and programs scheduled.

Explanatory documents: [Facilities Projects](#) ; [San Francisco History Center](#) ; [One City One Book](#)

Public Comment

Peter Warfield, Executive Director, Library Users Association, said there was not a budget discussed under the Facilities Projects update. He said the Eureka Valley landscaping improvements is a hideous project. He said he would like to see the costs for these.

Commission Discussion

Commissioner Huang said he felt like he learned a lot today.

Commissioner Dunning asked about the material handling system and how that will integrate with RFID.

Todd Robinson, Maintenance and Engineering Manager, said it is compatible with both.

Commissioner Wolf said she is excited about the sorting machine. She said she just learned about the Library actually being the archive for the City.

Commissioner Mall said she has been very concerned about the elevators and was glad to have an update. She wanted to know about how the decisions are made as to what is archived.

Susan Goldstein, City Archivist, said some of the decisions for what to archive is outlined in the City Charter and some of the other ones are in conversation with staff members.

Commissioner Mall said it is brilliant to include Oakland and other partners for Tommy Orange and the One City One Book.

Michelle Jeffers, Chief of Community Programs and Partnerships, said it made it easy to sign one contract with the author for both the City of San Francisco and the City of Oakland.

Commissioner Lee asked about 750 Brannan Street and whether the library would be moving everything out of Brooks Hall.

Michael Lambert, City Librarian said that all of the collections in Brooks Hall will be located at 750 Brannan.

Maureen Singleton, Acting Chief Operating Officer, said because of our relationship with Real Estate we have not been paying rent for Brooks Hall, but we wanted to be proactive because we are not sure what the City will eventually do with Brooks Hall.

Commissioner Lee asked if there will be an economic impact from the move to 750 Brannan Street.

Maureen Singleton, Acting Chief Operating Officer, said she will come back with the information on the rent for 750 Brannan.

Commissioner Lee asked about any efficiency gains with the new sorting machines.

Michael Lambert, City Librarian, said there would absolutely be efficiency gains and that was the prime driver on this investment.

Commissioner Ono thanked the staff for their hard work and it shows again why the Library is the number one department in the City.

President Wardell-Ghirarduzzi thanked staff for their presentations and said they were dynamite.

AGENDA ITEM NO. 5 APPROVAL OF THE MINUTES MAY 16, 2019

Public Comment

Peter Warfield, Executive Director, Library Users Association, said the minutes are where the library rewrites history. He said his point under agenda item no. 1 was that the public doesn't know how dangerous Facebook is. He said the library touts Facebook and does not warn of the privacy issues. He said his comments under the Maya Angelou said he was at a meeting on April 1, but it did not state that it was the Arts Commission he attended. He said his comments under Library Collections needs to be clarified.

Motion: By Commissioner Mall, seconded by Commissioner Huang, to approve the [Minutes of May 16, 2019](#).

Action: AYES 7-0: (Dunning, Huang, Lee, Mall, Ono, Wolf and Wardell-Ghirarduzzi.)

AGENDA ITEM NO. 6 ADJOURNMENT

Public Comment

Peter Warfield, Executive Director, Library Users Association, said the Commission should not adjourn without insisting that there is an item on

the agenda about new business. He said he would like to hear a report about the Mayor's Summit.

Motion: By Commissioner Wolf, seconded by Commissioner Huang, to adjourn the meeting of June 20, 2019.

Action: AYES 7-0: (Dunning, Huang, Lee, Mall, Ono, Wolf and Wardell-Ghirarduzzi.)

The meeting adjourned at 6:16 pm.

Sue Blackman
Commission Secretary

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/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's website <http://sfpl.org>. 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).