



# *San Francisco Public Library*

## **SAN FRANCISCO PUBLIC LIBRARY COMMISSION**

### **Minutes of the Regular Meeting of April 20, 2017**

#### **(Approved at the regular meeting of May 18, 2017)**

The San Francisco Public Library Commission held a regular meeting on April 20, 2017 at the Koret Auditorium, Main Library.

The meeting was called to order at 4:31 pm.

Commissioners present: Dunning, Lee, Mall, Ono and Wardell-Ghirarduzzi

The Commission currently has two vacancies.

#### **AGENDA ITEM NO. 1 GENERAL PUBLIC COMMENT**

Peter Warfield, Executive Director Library Users Association, said it is the 50<sup>th</sup> anniversary of the Summer of Love, which represented to many people the freedom from authority and freedom from restrictions. He said the library was a place for him to have a lot of freedom even as a kid. He said libraries were not connected to any other entity or school and these partnerships are troublesome.

#### **AGENDA ITEM NO. 2. CONNECT ED – SCHOLAR CARD INITIATIVE**

Michael Lambert, Deputy City Librarian, said this program is the culmination of two years of hard work based on President Obama's challenge to get every schoolchild connected with the resources of their public library.

Christy Estrovitz, Manager of Youth Services, thanked President Wardell-Ghirarduzzi for participating in the kick-off event for the Scholar Card last

week. She gave a presentation explaining the what, why and how of the Scholar Card. She said San Francisco Unified School District (SFUSD) provides the library with enough information to provide a card to every student in the District. She explained the roll out of the program and showed the print materials photos of the Scholar Card launch.  
Explanatory document: [Scholar Card](#)

#### Public Comment

Peter Warfield, Executive Director, Library Users Association, said it is a worthwhile goal to make it easy for young people to get a library card. He said the Scholar card program poses some questions and possible problems. He said the main problem is the relationship to the library and the individual patron and second the question of confidentiality of the records. He said this is not something the schools should be pushing people to do.

#### Commission Discussion

President Wardell-Ghirarduzzi said Michael Lambert, Deputy City Librarian is acting City Librarian today since Luis Herrera is out of town.

Commissioner Mall said she is thrilled this program is happening. She said she loves the idea that it is a scholar card in connection with the public schools. She asked if we knew the number of students who already have cards.

Christy Estrovitz, Manager of Youth Services, said a lot of students have cards but many of them have fines associated with them. She said they are looking at clearing those fines.

Michael Lambert, Deputy City Librarian, said youth accounts are fine free, but they are still responsible for lost or damaged items. The Scholar Card will give the student a clean slate.

Commissioner Dunning asked about the opt-out option.

Christy Estrovitz, Manager of Youth Services, said they chose the opt-out versus opt-in because it was more towards inclusion and access.

Commissioner Lee asked about the timing and what will be involved in the assessment of the program.

Christy Estrovitz, Manager of Youth Services, said they will be assessing the program going forward on how many cards are activated. She said they are listening to the partners at SFUSD.

President Wardell-Ghirarduzzi, thanked all of the staff who has been involved in this program.

### **AGENDA ITEM NO. 3 FACILITIES PROJECTS UPDATE**

Roberto Lombardi, Facilities Director, gave a presentation on the Presidio and Eureka Valley landscaping Improvement projects. He said Presidio is one of our older Carnegies and it is on a very large lot. He said the lot is sloping and has caused occasional flooding. He said the landscaping will eliminate that issue. He said the Eureka Valley Branch will have landscaping improvements in order to improve maintenance and safety.

Michael Lambert, Deputy City Librarian, said there was actually a consensus at a recently Eureka Valley community meeting on the project. Explanatory document: [Facilities Project](#)

#### Public Comment

Peter Warfield, Executive Director, Library Users Association, said the Library held secret meetings in Eureka Valley where only invited people were included. He said a lot of the design has to do with homeless elimination.

#### Commission Discussion

Commissioner Ono asked about the seepage into the building at Presidio.

Roberto Lombardi, Facilities Director, said there was no permanent damage to Presidio and the landscaping plan will take care of the problem.

Commissioner Lee asked about Eureka Valley and how this project relates to the homeless situation.

Michael Lambert, Deputy City Librarian, said the library recognizes that there is a high need population in the Eureka Valley neighborhood. He said we are adding an additional day of service. He said the Coalition on Homelessness was invited to participate in the process and they were engaged. He said the building enhancements are designed to help with the maintenance of the building and to make the building safer for our patrons and staff.

Commissioner Dunning asked about the budget for the programs.

Roberto Lombardi, Facilities Director, said Presidio is about a \$500,000 project and it has been on budget and will be completed in June. He said we have funding for Phase 1 of Eureka Valley at about \$125,000. He said we are not at the fine tuning stage for an estimate for that project yet.

#### **AGENDA ITEM NO. 4 CITY LIBRARIAN'S REPORT**

Michael Lambert, Deputy City Librarian, said All are Welcome – Immigrant Services highlights the library's service response to the challenges to our immigrant communities.

Yemila Alvarez, Third Floor Manager, gave a presentation on the Immigrant Services Task Force and on the All Are Welcome resources, programs and partners.

Michael Lambert, Deputy City Librarian, said we are very fortunate to have Yemila heading up this Task Force.

Naomi Jelks, Adult Engagement Coordinator, announced the One City One Book title Black Against Empire the History and politics of the Black Panther Party, a non-fiction book. She said the co-authors are Joshua Bloom and Waldo E. Martin. She said last year was the 50<sup>th</sup> Anniversary of the Black Panthers. She said the next steps are planning the programs and working with our partners in promoting the book.

Christy Estrovitz, Youth Services Manager, gave a presentation on Summer Stride 2017. She said the theme is Read.Connect.Explore. She said we got great news from the American Library Association today and found out our 2016 program won the John Cotton Dana Award for public relations. She said the program will be held May 13 through August 20, 2017. She explained the Summer Stride goals, overview, and partners.

Michael Lambert, Deputy City Librarian, said the John Cotton Dana Award is one of the most highly coveted awards a public library can receive. He said the next topic is Digital Inclusion Week.

Kate Epler, Manager of the Bridge at the Main, gave a presentation on Digital Inclusion Week which will be held May 8 through 13. She said digital inclusion is all about knowing how to connect and crossing that digital divide. She said Wenwen Shi is our Digital inclusion Fellow and she has been instrumental in putting this together. She shared the partners who are involved in the program. She explained all of the programs that will be held during the week.

Michael Lambert, Deputy City Librarian, said the library is the largest provider of Wi-Fi in the City. He said it is wonderful for us to join with these partners in presenting Digital Inclusion Week. He said the library has additional partnerships and Michelle Jeffers will make a presentation on two of those programs.

Michelle Jeffers, Chief Community Programs and Partnerships, said we have formed a partnership with San Francisco Museum of Modern Art (SFMOMA) called Public Knowledge which is a two year arts initiative working with artists and scholars on a series of artistically inspired research projects. She gave the background of the artists and scholars. She said the theme is: Cultural Impact of Urban change. She said this is grant being funded by a National Endowment for the Arts (NEH) for \$250,000 over two years. She said these funds have already been granted so the funds are safe from budget cuts. She explained the Josh Kun: Hit Parade program, which is part of the project. She said we are also a partner in another NEH funded grant with UCSF and the GLBT Historical Society. She said the program is entitled "the San Francisco

Bay Area's Response to the AIDS Epidemic: digitizing, Reuniting and Providing Universal Access to Historical AIDS Records"

Explanatory documents: [All Are Welcome Immigrant Services](#) ; [National Endowment for the Humanities](#) ; [Summer Stride 2017](#) ; [Digital Inclusion Week 2017](#) ; [SFMOMA Public Knowledge presentation](#) ; [SFMOMA Public Knowledge memo](#) ; [One City One Book 2017](#)

#### Public Comment

Peter Warfield, Executive Director, Library Users Association, said he is unhappy that there are six items which each deserve comments. He said he appreciates maintaining cultural memory. He said it is important that we remember that the library destroyed a lot of its cultural memory when it moved into the new Main. He said he doesn't know why the library continues to tout the wonderfulness of the digital world. He said he is glad to hear All are Welcome but he thinks the library is going into dangerous ground when it promotes itself as a sanctuary while at the same time putting people at risk in a variety of ways in having their privacy threatened.

#### Commission Discussion

Commissioner Ono said the presentations were very enlightening. She asked about the dedicated computers for All Are Welcome.

Yemila Alvarez, Third Floor Manager, said people can access the computers but it is being promoted at the Main because the librarians have been trained to assist the patrons at the Main under this program.

Commissioner Ono said she is amazed that there are 100,000 people in San Francisco without access to the internet. She said it is a very smart idea to have the fix it program for digital items. She asked about the Teen Leadership process.

Christy Estrovitz, Youth Services Manager, explained how the Teen leadership program works.

Commissioner Mall said that she loves all the programs. She asked if we have the funds to market all of these programs.

Michelle Jeffers, Chief Community Programs and Partnerships, said the Commission supported additional funding for our newsletter. She said some of the programs will be marketed through our partners. She said many of the programs are funded by Friends and they have outside marketing. She said they have signage on muni for Digital Inclusion Week.

Commissioner Mall asked about the partnerships for Digital Inclusion Week.

Kate Epler, Manager of the Bridge at the Main, talked about the many partnerships involved in the program.

Commissioner Dunning said these are all fantastic programs.

Commissioner Lee asked about Digital Inclusion Week and how the success will be measured. He asked how we will evaluate the additional value added from Digital Inclusion Week

Kate Epler, Manager of the Bridge at the Main, said they do evaluations for computer classes at the Bridge but she does not know how other programs are evaluated.

President Wardell-Ghirarduzzi said that every one of these programs are critically important. She said the One City One Book selection is an important one in San Francisco as the center of what was happening fifty years ago.

#### **AGENDA ITEM NO. 5 LABOR UNION REPORT**

Roberta Wenstrom said she is an officer for the Library Union Chapter and she works in acquisitions. She said she is a member of the Custodial Task Force. She mentioned some of the accomplishments of the Task Force. She said for the past two years the Task Force has been working on the recommendations of the Controller's report. She said the library will be implementing a new plan on June 3, 2017 changing the custodian schedules. She said the library currently has 44.5 Full Time Equivalent (FTE) custodians. She said additionally it is using 5 FTE from the Department of Real Estate. She said the Controller's study said that the Library will need 60.2 FTEs, which is a shortage of 15 FTEs. She said Labor is continuing working of this issue in making up the difference of FTEs.

#### **Public Comment**

Peter Warfield, Library Users Association, said he wonders if the labor union thinks that some of the major issues are being addressed. He said it would be helpful if labor in the future would consider discussing things like the privacy audit request he made that can hurt patrons.

#### **Commission Discussion**

Commissioner Ono asked about the acronym TEAN.

Roberta Wenstrom said it stands for Temporary Exempt as Needed.

Commissioner Dunning asked if there are any open requisitions for custodians right now.

Donna Marion, Human Resources Director, said there are three vacancies.

Commissioner Lee asked about cleanliness and satisfaction and if there is a problem.

Michael Lambert, Deputy City Librarian, said our custodial team does a great job. He said in the survey to residents has rated the Library very favorably.

Commissioner Dunning asked about the vacancy rate used by the Controller's Office.

President Wardell-Ghirarduzzi said she understood that there is a shortage of 15 FTEs and asked for the Library's response.

Michael Lambert, Deputy City Librarian, said he wanted to commend labor for working on this with management. He said the June 3 initiation of the scheduling changes will provide an opportunity to look at the need for more FTEs.

#### **AGENDA ITEM NO. 6 APPROVAL OF MINUTES OF MARCH 16, 2017**

##### **Public Comment**

Peter Warfield, Executive Director, Library Users Association, said his comments under Item 3 Library Service Hours need to be clarified and expanded to include that the Library has not been clear about providing weekend and evening hours as a priority. He said his comments about adjournment in honor of Gladys Hansen, need to be expanded and more reflective of what he actually said.

Motion: By Commissioner Mall, seconded by Commissioner Dunning, to approve the [Minutes of March 16, 2017](#) with the clarification that the comments about Gladys Hansen by Peter Warfield be included.

Action: AYES 5-0: (Dunning, Lee, Mall, Ono and Wardell-Ghirarduzzi).

#### **AGENDA ITEM NO. 7 ADJOURNMENT IN MEMORY OF ELIZABETH HOPE HAYES, RETIRED LONG TIME SFPL EMPLOYEE**

Michael Lambert, Deputy City Librarian, said Elizabeth Hope Hayes was a member of the San Francisco Public Library family. Her accomplishments were notable. She served as the Chief of Branches from 1988 – 1992 and the Chief of Main from 1992 – 1996. He mentioned many of her other accomplishments. He said her daughter Beverly Hayes serves as Branch Manager of the Bayview Linda Brooks Burton Library.

##### **Public Comment**

Peter Warfield, Executive Director, Library Users Association, said he supported adjourning in Hope Hayes honor. He said he understood that she worked at various branches prior to her serving as Chief of Branches.

He said it is a shame the Library does not have New Business on its agenda. He said his comments on the City Librarian's Report on eBooks and materials was related to the item on Immigrant Services.

Laura Lent, Chief of Collections and Technical Services, said she wanted to support the adjournment in honor of Hope Hayes. She said she had about six years of overlap with her time at the Library. She said Hope Hayes was one of the people of the library that taught her a lot about keeping her dignity at all times and she was the consummate professional.

#### Commission Discussion

Commissioner Dunning said she was very grateful that we are honoring Ms. Hayes in this way. She said it sounds like she contributed greatly to our library. She said bringing up any topics besides adjourning in her honor is disrespectful.

Commissioner Ono said she agrees with Commissioner Dunning. She said she is glad we have her daughter to keep her legacy alive.

Motion: By Commissioner Mall, seconded by Commissioner Dunning, to adjourn the meeting of March 16, 2017 in memory of [Elisabeth Hope Hayes](#).

Action: AYES 5-0: (Dunning, Lee, Mall, Ono, and Wardell-Ghirarduzzi)

The meeting adjourned at 6:32 pm.

Sue Blackman  
Commission Secretary

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the commission secretary/custodian of records, 6<sup>th</sup> 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).