



## *San Francisco Public Library*

### **Consolidated Minutes of December 4 & 7, 2021, January 6, 2022 Community Meetings on the Status of the Mission Branch Renovation & Temporary Services**

#### **Community Meeting Dates, Times, and Locations**

- December 4, 2021 (2:00-3:30 pm), Mission Branch 2<sup>nd</sup> Floor
- December 7, 2021 (6:00-7:30 pm), Mission Branch 2<sup>nd</sup> Floor
- January 6, 2022 (7:00-8:30 pm), Virtual Meeting on Zoom

#### **Welcome Remarks and Introductions: Catherine Delneo, Chief of Branches, San Francisco Public Library (SFPL)**

- Welcomed of community members
- Introduction of representatives from SFPL and SF Public Works
  - Michael Lambert, City Librarian, SFPL (December 4, 2021 & January 6, 2022)
  - Maureen Singleton, Chief Operating Officer, SFPL (December 7, 2021)
  - Kate Patterson, Public Information Officer, SFPL
  - Rebecca Alcalá-Veraflor, Assistant Chief of Branches, SFPL (December 4 & 7, 2021)
  - Ana Elisa de Campos Salles, Acting Central District Manager, SFPL (December 4 & 7, 2021)
  - Laura Tarango, Mission Youth Services Branch Manager, SFPL (December 4 & 7, 2021)
  - Ramon Hernandez, Adult Services Branch Manager, SFPL (December 4 & 7, 2021)
  - Andy Sohn, Architect, SF Public Works (December 4 & 7, 2021 & January 6, 2022)
  - Lourdes Garcia, Senior Architect, SF Public Works (December 4 & 7, 2021 & January 6, 2022)
  - Michael Roman, Minute-Taker, Chief of Branches Office, SFPL (December 4, 2021)
  - Florinda Battad, Minute-Taker, Chief of Branches Office, SFPL (December 7, 2021 & January 6, 2022)

- Review of Agenda
  - Welcome by Catherine Delneo, Chief of Branches, San Francisco Public Library (SFPL)
  - Mission Branch Renovation Final Plans by Andy Sohn, Architect, San Francisco Public Works (SF Public Works)
  - Temporary Library Service Plans by Catherine Delneo, Chief of Branches, San Francisco Public Library (SFPL)
  - Public Art Update by Catherine Delneo, Chief of Branches, San Francisco Public Library (SFPL)
  - Questions and Discussion led by Catherine Delneo, Chief of Branches, San Francisco Public Library (SFPL)
- The Mission Branch is a landmarked Carnegie building first opened to the public in 1915
- The Mission Branch was remodeled in 1997.
- Challenges with the current building include lack of program room, lack of dedicated teen space, building design is constricted and disjointed, layout of space not in line with current best practices in library service.
- Building systems are failing and in need of replacement.
- The renovation of the Mission Branch will address resiliency needs of community in times of poor air quality and extreme heat including air filtration and air conditioning the entire building.
- The Library was aware of the building's limitations and commissioned a feasibility study with SF Public Works to inform the scope of a remodel of the Mission Branch.
- The following guiding principles were developed:
  - Libraries for the 21<sup>st</sup> Century including updated IT infrastructure and programming spaces to better suit current levels of service to the community;
  - Flexible & Adaptable Building Designs including furnishings that are easily moved based on programmatic needs of the community;
  - Preservation of Historic Carnegie Libraries including the restoration of the Mission Branch's historic second floor Reading Room, the original exterior façade, the return to a floor plan similar to the branch's original layout, and the reintegration of a central staircase into the space
  - Multifunctional Community Meeting Spaces including the small group study area on the second floor and the large community meeting room and program space on the first floor
  - Transparency and Ease of Wayfinding such as centering the staircase to the second floor opposite the entryway door, locating public service points in high visibility areas, and improving sightlines across and throughout each floor
- Prior to the pandemic a number of meetings were held to identify community priorities that would be used to guide and inform the architect's work.
  - First Round of Community Engagement - May 19, May 23, & June 12, 2018

- Presentation: <https://sfpl.org/sites/default/files/uploads/files/1/renovations/mission-0519-23188.pdf>
  - Minutes: <https://sfpl.org/sites/default/files/2020-07/Mission%20Branch%20Community%20Meeting%20Combined%20Minutes%20May%20June%202018-1.pdf>
- Second Round of Community Engagement - January 24, January 26, & March 19, 2019
  - Presentation: <https://sfpl.org/sites/default/files/uploads/files/1/renovations/Mission-meeting012419.pdf>
  - Minutes: <https://sfpl.org/sites/default/files/uploads/files/1/renovations/mision-minutes0124-2619.pdf>
- The Community has also had opportunities to participate in Civic Design Review Committee (CDR) and Historic Preservation Commission meetings in the Summer of 2019.
- Updates about the Mission Renovation have also been included in a number of Meetings of the San Francisco Public Library Commission
  - September 9, 2021 [Branch Capital Projects Presentation \(PDF\)](#) | [Minutes](#)
  - September 17, 2020 [Branch Capital Projects Presentation \(PDF\)](#) | [Minutes \(PDF\)](#)
  - January 16, 2020 [Branch Capital Projects Presentation \(PDF\)](#) | [Minutes \(PDF\)](#)
  - July 18, 2019 [Branch Capital Projects Presentation \(PDF\)](#) | [Minutes \(PDF\)](#)
  - April 18, 2019 [Branch Capital Projects Presentation \(PDF\)](#) | [Minutes \(PDF\)](#)
  - January 17, 2019 [Branch Capital Projects Presentation \(PDF\)](#) | [Minutes \(PDF\)](#)
- At each of these meetings the Library and SF Public works have had opportunities to hear from community members about *your* priorities for this renovation, which include:
  - Increase flexibility of use and space;
  - Maintain multilingual collections and services;
  - Incorporate resiliency features provide respite during heat and air quality events;
  - Restore meeting room to branch;
  - Improve program space for all ages;
  - Add more public restrooms;
  - Increase branch footprint with modest addition;
  - Dedicated teen room;

- Restore a central staircase between the first and second floors of the Mission Branch.
- The list of priorities shared by the community and the Library is long, and it was challenging for the team at SF Public Works to incorporate all of these features into their design. However, they rose to the challenge as you'll see in the Mission Branch Renovation Final Plans, which SF Public Works Architect Andy Sohn will present.

### **Building Design Final Plans: Andy Sohn**

- Key reasons that we're doing this project:
  - Programmatic needs - plans include new community room and teen area.
  - Worn out HVAC and elevator will be replaced
  - Structural upgrades of the building will meet current seismic standards
  - Upgrades of the building will meet current American with Disabilities Act standards
  - Historic rehabilitation
  - To improve the sustainability and resiliency of the building including:
    - electrify building, eliminating reliance on natural gas;
    - air filtration and air conditioning of the entire building;
    - heat pump system; and
    - solar panels on the roof.
- The final plans for the ground floors was presented, including:
  - The original entrance on 24<sup>th</sup> Street will be restored as the primary entrance to the branch;
  - A central staircase will be built in the same location as the original central staircase, which was demolished in the 1997 renovation;
  - The original path of movement through the building will improve connections between two service floors;
  - A lobby with a service desk is central to the layout and functionality of the first floor;
  - A large community room will be created on the Bartlett Street side of the building
    - this space will be used for Library programs and community meetings;
    - the space will be open to patrons when not in use for events and meetings, expanding available seating in the branch;
    - this space will include a feature wall that will prominently feature public art by eEmmanuel Montoya already in the Mission Branch;
  - The number of public restrooms on the ground floor will increase (two single-occupancy restrooms for the general public and one family restroom in the Children's Room);

- The children’s room will feature a modest addition on the Orange Alley side of the building;
- Self-check stations, laptop lending kiosk, and print/scan/copy equipment will be incorporated into a self-service area in the lobby;
- The staff workroom will be central to the space, behind the public service point;
- A fenced exterior space for programs and library use will be added on the Bartlett Street side of the building.
- The final plans for the second floor was presented, including:
  - Restoration of the historic Carnegie Library’s Reading Room, including:
    - Preservation of the existing perimeter shelving;
    - Restoration to lighting scheme so that it is closer to the original lighting (including the removal of more modern pendant lights)
    - Restoration of furniture plan more similar to original featuring seating in center of the room and lowered shelving
  - A room for teens will be created in the second floor addition on the Orange Alley side of the building;
  - A room for small group study on the Bartlett Street side of the building;
  - Public computing resources will include a blend of desktop computers and lending laptops;
  - The staff break room on the Orange Alley side of the branch;
  - A public restroom will be added to the floor.
- The project will also include modest landscape, streetlight, and sidewalk improvements including a fenced exterior space for programs and library use will be added on the Bartlett Street side of the building.
- The furniture plan has not yet been finalized, however the plan is to select mobile pieces that preserve the sense of space and ensure that staff and patrons have clear sightlines and views across the various rooms and spaces
- Exterior views of the branch were presented including views of the modest addition on the Orange Alley side of the branch that will house the teen room on the second floor and the children’s room addition on the first floor.
- Schedule-Mission Branch Library
  - Building permit complete – Pending
  - Advertise for bid – January 2022
  - Bid period – 130 Days
  - Construction starts - Early Summer 2022
- The budget has increased from \$19.8M to \$24.7M to reflect current market conditions. The scope of the project remains the same.
- Next steps include 1. Securing building permit approval and 2. Advertising the bid – both of which are anticipated to take place in January 2022.

### **Temporary Library Service Plans-Catherine Delneo**

- Since October 2021, the Mission Branch has been providing the following library services to the community:
  - SFPL to Go Holds Pick-up: Tuesday through Saturday open from 10am to 5:30 pm
  - Bookmobile Service: Tuesdays, Thursdays, Fridays, and Saturdays from 12pm to 5:30pm
- For the duration of the renovation, SFPL is committed to providing full library services at a Temporary Mission Branch
- Full library service in a temporary location is anticipated to begin in early 2022.
- Service at the temporary Mission Branch will replace SFPL to Go and Bookmobile Service at 300 Bartlett Street.
- The Library had identified a location for temporary service in November, but unfortunately was not able to secure the lease to that space.
- The Library continues to work closely with the City's Real Estate Division to locate a suitable location for rent in the Mission neighborhood.
- The temporary site will be open seven days per week including evening hours
- The following services will be provided in the temporary Mission Branch:
  - Popular materials in Spanish and English
  - Holds pick-up
  - Public Computing
  - Public Copy/Fax/Scan
  - Assistance from Mission Branch staff

### **Mission Library Public Art**

- The Mission Branch is already home to a public art triptych by Emmanuel Montoya, which will be reframed, relocated, and displayed in the new community room.
  - This artwork is with the San Francisco Arts Commission now for safe keeping;
  - This artwork will be prominently featured in the community room;
  - The new presentation of the three elements of the triptych will be a significant improvement over their former presentation in the lobby and hallway to the Children's Room on the first floor.
- The renovation of the Mission Branch is a significant project and qualifies for new public art under the City's Art Enrichment Ordinance.
- The new public art will be on the second floor, in a place that once held a window.
- The new artwork will be fabricated in glass and will be backlit.
- This new piece of public art will be visible to everyone who enters the branch at 24<sup>th</sup> Street and will be a focal point for those who come up the staircase toward the historic reading room on the second floor.

- San Francisco Arts Commission takes the lead with all Public Art and has been overseeing the process to select the artist who will create the new public art associated with the renovation of the Mission Branch.
- A Selection Panel of community members and artists was convened by the Arts Commission. Panelists were:
  - Ramon Hernandez, Adult Services Branch Manager, Mission Branch Library, SFPL
  - Valerie Imus, Artistic Director and Co-Director, Southern Exposure
  - Mabel Jiménez, Artist and Community Representative
  - Angelica Rodriguez, Gallery Coordinator, Mission Cultural Center
  - Abby Schnair, Arts Commissioner
  - \*Andrew Sohn, Mission Branch Library Project Architect, SF Public Works
  - \*Susan Pontious, Civic Art Collection and Public Art Program Director, San Francisco Arts Commission

\*Consultant, non-voting panelist
- Community members had the opportunity to provide feedback to the panel. More than 300 community members participated in the process by providing comments and feedback!
- The Selection Panel reviewed proposals.
- Three artists were shortlisted:
  - Juana Alicia
  - Josue Rojas
  - Javier Rocabado
- Juana Alicia was selected as the finalist and will create the artwork.
  - Minutes of September 13, 2021 Meeting of the Full Arts Commission: <https://sfgov.org/arts/meeting/full-commission-september-13-2021-minutes>
- The artwork will be fabricated and installed prior to the opening of the newly renovated Mission Branch.

**Comments, Questions & Answers from the Meetings on December 4, 2021; December 7, 2021; & January 6, 2022**

***Will the new central staircase be the same width as the old stairs? How wide is that?***

- (SF Public Works) The staircase will be the same width, which is approximately 7 feet. The original staircase, which was destroyed in the prior renovation, was steeper and not to today's code. While the rise and run of new staircase will be different because of building codes, we heard from the community that it was important to maintain the width of the staircase, which we have done. The community had also shared that using natural materials is of importance in the new space, and so we have designed a new staircase made of stone.

***It looks like there is a panel in the ceiling. Is this the case?***

- (SF Public Works) The historic ceiling will remain intact. The light fixtures, which are not original to the space, will be removed.
- (SFPL) Another historic element in the second floor Reading Room is the perimeter shelving, which will remain and be freshened up. All of the work that is planned has gone in front of the Historic Preservation Commission and Civic Design Review. It is important to the Library and to the City that we preserve this historic Carnegie library and the historic elements of the building will remain.

***Will the walls be the same?***

- (SF Public Works) Yes, the walls will remain. They are made of textured plaster and will be refreshed with new paint.

***Are the furnishings shown in the PPT an accurate representation of the furnishings that will be in the new space?***

- (SF Public Works) No, the furnishings shown in the presentation are just placeholders. SF Public Works will continue to work with the Library in determining the final furniture plan for the branch.

***The current wooden chairs are comfortable, some branches have plastic chairs that aren't very comfortable.***

- (SF Public Works) Thank you for sharing that feedback with us.

***Will there be benches on Bartlett or 24th Street, in front of the Mission Library? Benches are important, especially in a city where people walk a lot.***

- (SF Public Works) The current plan does not include sidewalk benches on Bartlett or 24<sup>th</sup> street. The branch will have some seating inside the gated courtyard on Bartlett Street, which will be open during library hours.
- (SFPL) There is limited sidewalk space on the busy sidewalk around the branch. Can consider flexible seating in courtyard that is put up when library open and taken down when it's closed.

***Two things bother me about the central staircase. The stairs seem to go straight to the bathroom, which is poor symbolism, and the staff area is off to the side instead of having a central location. Also don't see secondary exit which is dangerous in fire or earthquake.***

- (SF Public Works) The staircase does not lead to the bathroom but terminates at a display wall which will include the artwork by Juana Alicia. The public restroom entrance on the second floor is around the corner from the artwork, near the elevator.
- (SF Public Works) The building has an existing emergency exit which will remain. There will continue to be two exits from the upper floor in the renovated branch.



- (SFPL) In the historical building the stairs led to a desk, but there was no desk on the first floor. In this design, we will have a service upstairs and another service point downstairs. Library staff will easily be able to greet community members as they enter the space and will provide full service from these locations. To keep the staircase across from the entrance and modify the pitch to conform to current building codes this is where the staircase needs to be located.

***Will the temporary site be open by summer?***

- (SFPL) The temporary Mission Branch will be open by the time the building closes for renovation but still need to secure the space. We are actively seeking a space to lease and working with the City’s Real Estate Division and aim to open the temporary site in early 2022.

***What’s the estimated time to complete?***

- (SF Public Works) Once started it is a 2-year project, so we anticipate completion in 2024

***What locations have been looked at so far for temporary site?***

- (SFPL) Most recently, we had been negotiating the terms of the lease for a storefront space on Mission Street. We were disheartened to learn on Friday, December 3<sup>rd</sup> that this owner is not interested in leasing this space to us. We are continuing to work with the City’s Real Estate Division to locate an appropriately sized storefront site in the Mission for the temporary branch. We also looked at a nearby yoga studio, but it was rented to someone else the day after we saw it. We had also explored a partnership with another community agency and had expected to move into their space over the summer.
- (SFPL) The Library reaffirms our commitment to establishing a temporary site. The Mission Branch is one of the busiest libraries in the system and we know how important library services are to this community.

***What will the evening hours at the temporary Mission Branch be? I’m concerned about reduced evening hours across SFPL.***

- (SFPL) The exact schedule of open hours at the temporary Mission Branch has not been determined yet but we assure you that the temporary space will be open for evening hours on some weekdays. SFPL are currently operating at 85% of pre-COVID capacity, with 14 branch libraries operating 7-day service and 6 locations will expand to 7-day service in January. We are committed to restoring full 7-day service and evening hours systemwide but are limited by staffing capacity at this time.

***The stairway was removed in prior renovation to give more square footage, return of the stairway makes space narrower and more compact. Looking at the pictures of lower shelves I***

***am concerned about the reduction of books. I also prefer privacy of the higher shelves when browsing. For me, the loss of physical books is a big problem, often books are only available online. I have visited other libraries and they are more like coffee shops instead of libraries.***

- (SFPL) A key focus of the renovation is on restoring the historical grandeur of the building and will celebrate books and reading. The San Francisco Public Library has the largest book budget per capita, and we want to assure you there will be a lot of physical books in both Spanish and English in the newly renovated Mission Branch.
- (SFPL) The community wanted flexible space and mobile furnishings, including shelving. In San Francisco, high shelving must be secured to the floor, so using high shelving in the center of the room would not match with the community's and library's priority to be able to arrange the library flexibly. Additionally, higher shelves can pose accessibility challenges as patrons can't always reach higher shelves independently. As with any library space, we aim to have a large percentage of our collection checked out at any point in time. The number of books on the shelf doesn't include all books in a branch's collection.
- (SFPL) The expanded area on Orange Alley includes shelving for teen and children's materials.

***If construction doesn't begin until the spring, why not open the library for now?***

- (SFPL) Limited demolition has already started and the staff have already begun preparing the collections for a move, which we had thought was imminent as early as summer 2021. As our plans to move to the temporary space sooner fell through, we are focusing our efforts on moving to a new space as quickly as possible.

***What are the linear feet of bookshelf space planned in the renovated space vs what is in the current space, and what is the goal?***

- (SF Public Works) This is still to be determined as the furniture plan has not been finalized.

***Where will the Emmanuel Montoya art go?***

- (SF Public Works) The triptych by Emmanuel Montoya will be featured prominently in the community room. This placement will better showcase the artworks than their prior location in the entryway and lower-level hallway.

***How many seats will be in the new branch relative to the number of seats in the branch now?***

- (SFPL) While the furniture plan for the renovated Mission Branch has not yet been completed, the renovated branch will have seating in the children's, teens, and adult areas. One theme that had been raised by the community in our earlier series of meetings is that there sometimes were not enough seats available in the branch. For that reason, we are building a meeting room space that will be available to the community as a "living room" space when not in use for library programs and

community meetings. The seating available in that community space will significantly increase the number of seats available in the branch.

***(Patron calling on the phone) As someone who is disabled, I am disappointed that there isn't a remote option for these community meetings. This renovation is catering to an affluent, upper, middle-class population. Gentrification has changed the neighborhood and communities of color have been displaced and have had little or no input in the process.***

- (SFPL) We appreciate your feedback and the concerns you have raised. The Library is committed to hearing questions and comments from the community and have scheduled a meeting using the Zoom platform on January 6, 2022 from 7-8:30pm. We've engaged the community in the process and have promoted the meetings in various ways, including working with community agencies to get the word out, but there is always room for improvement.

***The design looks great, and I'm thrilled about the renovation. Is the Children's Room smaller with less space for books?***

- (SFPL) The space for Children has expanded, and we will have a robust Children's collection with sufficient space for books – including space in the new addition. Keep in mind that it is normal a large percentage of any library collection to be checked out and at people's homes, which is what we want – books that are well utilized.

***Will there be a dedicated Children's librarian at the service desk?***

- (SFPL) Yes, a Children's librarian will be at the service desk on the lower level.

***Will there be bicycle parking?***

- (SF Public Works) Yes, there will be a bicycle rack in front of the fence on Bartlett Street.

***What is the location of the temporary site?***

- (SFPL) The negotiations fell through for the space that we had been hoping to lease. We will continue to look at more spaces and hope to have something soon. Funds for renting a temporary site are included in the Library's budget. The Library is committed to providing the Mission community with a full service, temporary branch that is open seven days a week.

***I like the plans, but the renovation is taking a very long time. The process began in 2018 and completion is expected in 2024. Has the Library considered a carrot and stick approach when working with contractors?***

- (SF Public Works) The Mission Branch renovation is not a phased construction and there have been factors that slowed the process, such as a review by the Historic Preservation

Commission, unanticipated energy and environmental reviews, and not to mention COVID.

- We can explore what possibilities exist for the type of contract you're suggesting, with incentives for early completion and/or penalties for late completion within the City's framework.

***I'm impressed with the plans for the renovation, especially the community room. It's an innovative way for the community to experience the library. I want to thank the Library - a lot of work has been put into this project and it is taking some time to complete, but the final product will be worthwhile.***

***While other branches emerged from the pandemic and re-opened, it seemed as if there was no plan in place for the Mission Branch. The lack of information left the community feeling as if we were not as important as other neighborhoods. How will you let the folks in this community know that they are a priority and better communicate what is going on with the branch?***

- (SFPL) The Mission Community is very important to the Library.
- During the COVID19 emergency the City prioritized the health and safety of the community. The need for bilingual City staff to assist in meeting the needs of the community was high. As a result, many of the bilingual staff of the Mission Branch were called on to serve as Disaster Service Workers throughout the pandemic. Many of the Mission Branch staff were released back to library work only in July 2020.
- We will continue to use our regular methods of communication: email, print notices, contact the press, community organizations, the press, and most importantly our staff at the Mission Branch and their connections with the neighborhood. We are open to other suggestions you may have about additional ways to get news to the community.

***I have several questions/comments that have not been addressed in the presentations:***

- 1. Will there be a reduction in the number of books? We haven't heard much about storage and the amount of linear feet of space available for books.***
- 2. Will there be less seating?***
- 3. Will there be books in the community room?***
- 4. There is still no temporary space. What will be the size, location, and hours?***
- 5. What did the original lights look like?***
- 6. Only Mission Branch patrons were notified about the community meetings, excluding everyone else. There was no publicity and no information on the Library's website about the community meetings.***
  - 1. (SF Public Works) The furniture plan has not yet been finalized, so the exact number of shelves has not yet been established.
  - 2. (SF Public Works) As the furniture plan has not yet been finalized, and we cannot yet provide an exact seat count for the renovated branch. That said, with

the addition of the community meeting room on the first floor, the total number of seats in the branch should expand rather than decrease.

- 3. (SF Public Works) The community room will function like a community living room and provide additional space for seating when it is not in use. Materials could be brought to this space for display, but won't be permanently stored there.
- 4. (SFPL) The temporary site has been budgeted, which demonstrates the Library's commitment to providing library services to the community throughout the renovation. While the exact schedule of open hours in the temporary site has not been set, we can assure you that there will be some evening hours after 6pm during the week.
- 5. (SF Public Works) We have gone through the Historic Preservation Commission and are working with a lighting designer to keep the lights minimal so as not to distract from the historic elements of the building. In the historic reading room we will be returning to a lighting program similar to the original lighting in the branch. The current lights are not the historic lights and were installed during the renovation in the 1990s.
- (SFPL) The Library prioritized the direct community served by the Mission Branch when publicizing these community meetings by email and flyers distributed by Mission Branch staff at the branch and in the neighborhood. We hear your concerns and we will also work on sharing information about this project outside of the Mission Branch's immediate service area. Rest assured, that when we have a temporary site, it will be well broadcasted, and the community will know that it is there to serve them.

***What are the plans for the historic photos that are in the main reading room of the current building? I don't see the roots of the Mission being represented in the proposed renovation. In what ways will the history of the Mission neighborhood be reflected in the architecture and artwork of the new building?***

(SFPL) The images that have been posted in the Mission Branch were part of the Shades of the Mission program, where photos from donors were copied and added to the San Francisco History Center's Photograph Collection. We haven't determined whether those images will be incorporated back into the space after the renovation.

(SF Public Works) Thank you for sharing the importance of the photographs to you and the community. Architecturally, we are trying to honor the original building by restoring certain elements and undoing some of the damage that was done in the renovation in the 1990s. Due to the relatively small footprint of the branch, we have not built a lot of spaces for physical displays into the architecture.

(SFPL) Cultural representation was a consideration both in the selection of the new public art and in improving the visibility of the existing Montoya triptych in the community room. We appreciated your feedback, and hearing that historical representation is important to you is valuable to us.

***I have several questions that I will just read in order:***

- 1. Has the Historic Preservation Commission reviewed and approved the plans as they exist?***
- 2. What is the size of the space where you will be providing interim service? How does it compare with the size of the current library?***
- 3. What days and hours will the temporary site be open, and will they include evening hours until 9:00 pm?***
- 4. Who was notified about the January 6, 2022 Mission Branch Renovation Meeting and how were they notified? I'm concerned that folks who are poor, older, not proficient in English were not able to attend because the phone number to access the meeting was not listed in a public way to people who don't use computers. The Library should try to notify folks who do not have email.***
  - 1. (SFPL) Yes, in the summer of 2020, the current design was reviewed and approved by the Historic Preservation Commission and the Civic Design Review Committee.
  - 2. (SFPL) We are looking for spaces that are at least 2,000 square feet. The location that we are currently looking at is 2,525 square feet, which is ample space for the type of services that will be available – holds pick-up, some seating, browsing materials for children, teens and adults, and public computing. The Mission Branch is 10,479 square feet.
  - 3. (SFPL) We won't have the exact hours until we know the location of the temporary site. Initially, we plan to have the temporary site open until 8:00 pm and we will see if it is possible to extend the evening hours to 9:00 pm.
  - 4. (SFPL) The Library cast a wide net to get the word out about the January 6, 2022 virtual meeting. Every person with an SFPL library card with an email address in their account received a notice about this virtual meeting. Mission Branch patrons were sent multiple reminders in both English and Spanish. The meeting information was also on the SFPL website, as well as the Library's digital newsletter and monthly printed newsletter, **At the Library**. Lastly, we distributed flyers in English and Spanish at the Mission Branch.

***Will the outdoor courtyard space on Bartlett Street be open to the public?***

(SFPL) Yes, the outdoor space on the Bartlett Street side of the building will be accessible for patrons to enjoy during open hours.

***Will the Community Room be open when there are no programs scheduled?***

(SFPL) The Community Room will provide additional seating since it will be open for patrons to use when there are no programs scheduled. Also, with the addition of the Teen Room, the footprint of the branch will expand another 3,000 square feet.

***Will noise from the Community Room echo around upstairs?***

(SF Public Works) It is difficult to see in the image, but the Community Room will have glass doors and a big glass window and will have acoustic separation from the rest of the building.

***I hope books will be featured prominently in the branch after the renovation, and that a “robust” collection is truly robust.***

(SFPL) Yes! Books are key to our branch libraries and the physical collections in the Mission Branch will be showcased prominently. We aspire to provide a great experience for our patrons to find the materials they are seeking and enjoy browsing the book displays. Our book budget is excellent, and we are committed to having a lot of books and materials be a focal point in our libraries.

***Why has the Library chosen shelves with a lowered height in the center of the reading rooms?***

(SFPL) One of the guiding principles of this project is transparency and ease of wayfinding. We are also aiming for a sense of openness and airiness found in the original Mission Branch’s historic reading room. Additionally, we know that the books shelved at eye level circulate more than those stored on overhead shelves since patrons can easily browse them find and reach them. The lower height also allows us to have shelves that are mobile, which will keep our floor plan flexible. We are also retaining the perimeter shelves and the new addition will have space for books.

***Can you talk about some of the thought behind having a more flexible space?***

(SFPL) We can be more adaptable if we are able to change the layout of the room. These flexible furnishings give staff the ability to set-up the room in different ways to accommodate activities throughout the day. Additionally, by using flexible furnishings, the function of a space is not locked in and allows us to evolve over time without having to do a major renovation.

***It’s been extremely hard, as a member of the public and as someone who lives in the neighborhood, to feel like I’ve had access to this process. It is infuriating that questions and comments could not be made until an hour after the meeting started, that accessibility for disabled folks and attendance by phone was not a priority, and that this project is being pushed through without proper community outreach and input. A better use for the money for this project would be to increase hours and access and getting laptops to people.***

***Will the temporary library be located near the current location?***

(SFPL) Yes, the temporary location will remain in the Mission District. There has been quite a bit of community feedback and we've accommodated your attendance by telephone this evening per your request.

***Will the new study room be a quiet area with a door? What is currently in that space?***

(SF Public Works) The new study room will be in the southeast corner of the building. Currently this is where the stairs that lead from the lobby are located. Currently, the study room is not enclosed. However, Public Works will look into adding a door.

***Will the old marble staircase be incorporated in the new design?***

(SF Public Works) In the current lobby is a terracotta panel from the original stairs, which will be featured inside the new study room. We looked long and hard in the City's storage facilities for salvaged materials from the 1990s but were unfortunately unable to locate any pieces of the old marble staircase.

***How is the renovation being financed?***

(SFPL) The renovation is in the Library's budget, with the money coming from the Library Preservation Fund.

***What will happen to the author names on the outer walls of the building?***

(SFPL) The wall with the author names on the Orange Avenue side of the building will be preserved as the interior wall of the Teen Room. The Historic Preservation Committee was really involved in sharing their ideas for how the old and new spaces could work together.

***How many flyers with meeting information were passed out?***

(SFPL) While we don't have an exact number, we know that the Mission Branch staff distributed flyers at the SFPL To Go service point, as well as the bookmobile.

***Were neighborhood community organizations, like the Mission Cultural Center and the Precita Eyes Mural Arts Center involved in the project?***

(SFPL) The Mission Branch staff do great work engaging with the community, and they've been making those efforts throughout this multi-year community-engaged process. During the very early stages of the project they reached out to neighborhood organizations to let them know about the renovation and asked their help in spreading the word about the various meetings that we've hosted. These meetings were well attended and had an open format so that we could hear from the community what they wanted included in the renovation. Angelica Rodriguez, the gallery coordinator at the Mission Cultural Center was involved with the selection of the new public art for the renovated branch and we received comments from over 300 people about the artwork proposals.



(SFPL) If there are additional questions that we did not get to, you can email them to the Chief of Branches office at [COB@sfpl.org](mailto:COB@sfpl.org). This address will be sent to everyone who attended this meeting to make sure that you are able to send us your comments and questions. We will add any additional questions and the responses to the minutes.

### **Two Additional Comments and Questions Received by Email:**

#### ***Email 1:***

***The old photos should be in the Community Room. Having the courtyard open to patrons sounds great, but since access is through the Community Room, security sounds a little iffy.***

#### ***Email 2:***

***I hope that there is no net loss in shelf space for books.***

***I get that electronic books were popular during the pandemic, and may be easier in some respects for SFPL to administer, but I fear that the SFPL is selling its soul to large electronic publishers who will demand their tribute in future license fees, and that SFPL is either trying to fill holes in the City's social services or chasing some sort of trendy notion of library as public meeting space.***

***That is new. For the first half of my life, public libraries — even the smaller neighborhood libraries — were always about knowledge, knowledge repositories. Trimming a library's holdings to electronic materials guided by a publisher's algorithm is an impoverishment of that culture.***

***While electronic databases and information resources can be a helpful part of a library's knowledge resources, they are often hobbled by digital rights management, and always deracinate the reading experience from the physical object, as writers repeatedly tell us:***

***"As you read a book word by word and page by page, you participate in its creation, just as a cellist playing a Bach suite participates, note by note, in the creation, the coming-to-be, the existence, of the music. And, as you read and re-read, the book of course participates in the creation of you, your thoughts and feelings, the size and temper of your soul." — Ursula K. Le Guin***

***"One glance at a book and you hear the voice of another person, perhaps someone dead for 1,000 years. To read is to voyage through time." — Carl Sagan.***

***So please, keep the shelf space, and keep the books.***

(SFPL) The original bookcases that currently line the perimeter of the main reading room will remain in place. We will be reducing the height of the bookshelves that currently intersect the main reading room for accessibility reasons and to enable staff to move the shelves to allow for

different types of public programs in that space. We are expanding the building and there will be new shelving in the new second-floor Teen room and there will also be shelving in the expanded Children's Room on the first floor. Books will continue to be central to our library service we provide. If we are doing everything right a large percentage of the collection will always be out in the community in the hands of readers. Within the Library the team in the Collections and Technical Services Division does excellent work in ensuring we have the right balance of print and digital collections. They are committed to ensuring that SFPL has robust print collections.

Minutes respectfully submitted by Michael Roman and Florinda Battad