



San Francisco Public Library

MINUTES
Council of Neighborhood Libraries
February 22, 2018
4:00 p.m.
Meeting Notes
CALL TO ORDER

Meeting Location: Latino Hispanic Room

CHAIR: Rebecca Alcalá-Veraflor, Assistant Chief of Branches

Attendees: AJ Cave (ANZ), Larry Ware (BAY) Excused, Nina Youkelson (BHE) Excused, Lena Yu (CHI), Penni Wisner (EVA) Excused, Marcia Parrott (EXC) Excused, Ruth Grabowski (EXC) Excused, Nora Dowley (GPA), Jules Older (GGV) Excused, Laura Bernabei (ING), Susan Leurey (MER), Mailine Chew (MBA), Ruth Maginnis (NVA), Kathleen McClay (NBE), Tyrone (Ty) Robinson (NBE), Pinkie Bolden (OVI), 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) Excused, Rochelle Fort (VVA) Excused, Anne Jones (WPO) Excused, Maryam Roberts (WPO) Excused, Callen Taylor (WSA) Excused

Library Administrators: Luis Herrera (City Librarian), Michael Lambert (Deputy City Librarian), Sue Blackman (Library Commission Secretary), Michelle Jeffers (Chief of Community Programs and Partnerships), Randy McClure (Chief Analytics Officer)

Guests: Mario Lemos (Friends of the SFPL), Michael-Vincet D'Anella-Mercanti (Friends of SFPL), Deena Chalabi (SFMOMA), Minerva Cuevas (SFMOMA)

HOUSEKEEPING

- The next regular **CNL Meeting** will be on **Thursday, March 29, 2018, 4:00 p.m. in the Latino Hispanic Room B, Main Library, Lower Level**
- The next **Library Commission Meeting** will be on **Thursday, March 15, 2018, 4:30 p.m. at the Koret Auditorium, Main Library**. Please contact the Chief of Branches Office for more information about the meetings, and if you would like to volunteer.

CNL Members to attend the upcoming Library Commission Meeting:

- Thursday, March 15th : _____ & _____

ANNOUNCEMENTS

- Upcoming Branch Open Houses:

3/3/2018	Visitacion Valley Branch	1:00 – 4:00pm
3/3/2018	Mission Bay Branch	1:00 - 5:00pm
3/17/2018	Richmond Branch	1:00 - 5:00pm

- This is City Librarian, Luis Herrera’s last CNL meeting before retiring. His last day will be on Friday, 2/23. Luis remembered coming to SFPL in 2005 during the Branch Library Improvement Program. He thanked the CNL representatives for their hard work and commitment to their neighborhood branch libraries.

UPDATES

Library Commission Report – Sue Blackman

- The appointments of three of the commissioners (Dr. Mary Wardell Ghirarduzzi, Zoe Dunning, and John Lee) have been extended to 2022. Five commissioner seats are set and two vacancies remain.
- The Department of Human Resources will provide ongoing updates regarding the executive recruitment of the City Librarian. The Library Commission will submit names to the Mayor for consideration. It could take about 6 months for a City Librarian to be appointed.
- The commissioners praised Luis’ Future of Libraries presentation. Many CNL representatives would like to view the presentation at a future CNL meeting.

City Librarian’s Report – Michael Lambert

- The Library Commission passed the FY2019 budget, approving \$160M, which includes funding for the capital renovations projects. In FY2019, renovations to the Mission Branch will begin, as well as community engagement and planning for the Ocean View and Chinatown Branches.
 - Pinkie (OVI) asked how much money was budgeted for the community meetings for Ocean View and Chinatown Branches. \$300K is budgeted.
- CNL representatives are invited to a staff reception for Luis at the Main Library on Friday, 2/23 at 9:00 am.

SFMOMA – Public Knowledge – Michelle Jeffers, Deena Chalabi, Minerva Cuevas

- The Public Knowledge Library is a temporary branch of the San Francisco Public Library at the San Francisco Museum of Modern Art as part of the Public Knowledge Project. The project hopes to create dialogue on the cultural impact of urban change.

- One of the participating artists, Minerva Cuevas will look at ways entities communicate through a project that explores the association between the Library and fire.
 - **ACTION** – Minerva sees the CNL representatives as a wealth of knowledge and would like to hear ideas/subjects for her project. Send stories of the people who represent your branch/neighborhood, stories of what makes your branch/neighborhood unique, branch histories, and/or history of fires in your neighborhood to Michelle Jeffers (michelle.jeffers@sfpl.org, 415-5574282), and she will forward them to Minerva.

Open Hours Assessment – Randy McClure

- With regard to service hours, the Library is mandated to:
 - Maintain a minimum of 1,211 system-wide service hours per week.
 - Review service hours every 5 years.
 - Get feedback from the community
- The Library hired a consultant to survey the public and staff, and the Controller’s office looked at visitor traffic and computer usage patterns.
- Findings include:
 - The Library exceeds the minimum number of required open hours by 21%.
 - Most (75%) are satisfied with the Library’s open hours.
 - Busy hours at the start or end of the day suggest latent demand.
 - Evenings after 7:00 p.m. have the lightest use system-wide
 - Patrons would use the library more if it were open more.
 - Patrons are spending more time in the library when they visit.
- Next steps:
 - Recommendations will be presented to the Library Commission in May, who will then make a decision in June.
 - Susan (MER) asked how much time do patrons on average spend in a branch. A typical visit by patrons is 73 minutes – compared to 65 minutes five years ago.
 - Marcia (PRE) asked how staff received the Open Hours Assessment information, and how are they able to express their opinions. District Managers will work with their branch managers as a group to review the findings, and present their proposals to the City Librarian’s office.
 - Michael said that he is sensitive to the impact that a change in hours would have on the work force, and would take a conservative approach since reallocation scenarios would require added capacity.
 - Nora (GPA) appreciated the extra effort to engage users.
 - Penni (EVA) asked how SFPL stacked up against other libraries. In California, San Francisco is the only major city where the library is open every day.

Friends of the Library – Mario Lemos, Michael-Vincet D’Anella-Mercanti

- The SF Arts and Families Fund Ordinance (Prop. S) will not be on the June ballot. It will instead be on the November ballot.

Future Agenda Items

- Summer programming presentation
- Penni (EVA), Diane (PAR) would like to see the Future of Libraries presentation given by Luis at the Library Commission meeting.
- Marcia (PAR), Mailine (MBA), Kathleen (NBE) had questions about collection development - how titles are chosen, how books are purchased and distributed. They suggested having someone from Collections and Technical Services give a presentation.
- Nora (GPA) suggested inviting Roberto Lombardi to give a Security and Facilities report. She also suggested that agenda topics be sent a week in advance of the meeting.

Adjournment: 5:30 pm

Respectfully Submitted by Florinda Battad