



San Francisco Public Library

MINUTES
Council of Neighborhood Libraries
October 25, 2018
4:00 p.m.
Meeting Notes
CALL TO ORDER

Meeting Location: Public Knowledge Library, San Francisco Museum of Modern Art

Facilitator: Cathy Delneo, Chief of Branches

Attendees: AJ Cave (ANZ), Larry Ware (BAY), Nina Youkelson (BHE) Excused, Lena Yu (CHI) Excused, Penni Wisner (EVA), Marcia Parrott (EXC), Ruth Grabowski (EXC) Excused, Nora Dowley (GPA) Excused, Jules Older (GGV) Excused, Susan Leurey (MER), Judy Blanchard (MER), Mailine Chew (MBA) Excused, Ruth Maginnis (NVA), Kathleen McClay (NBE), Tyrone (Ty) Robinson (NBE) Excused, 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) Excused, Elaine Cahn (RIC) Excused, Joan Walton (SUN) Excused, Deborah Oppenheim (SUN) Excused, Rochelle Fort (VVA) Excused, Maryam Roberts (WPO) Excused, Callen Taylor (WSA) Excused

Library Administrators: Maureen Singleton (Acting Chief Operating Officer), Sue Blackman (Library Commission Secretary)

Guests: Dr. Mary Wardell Ghirarduzzi (Library Commission President), Stella Lochman (Senior Program Associate, Public Dialogue, SFMOMA)

HOUSEKEEPING

- There will not be a CNL Meeting in November and December. The next regular **CNL Meeting** will be on **Thursday, January 24, 2019, 4:00 p.m. in the Latino Hispanic Room B, Main Library, Lower Level**
- The CNL Holiday Party will be in December. More information to come!

- The next **Library Commission Meeting** will be on **Thursday, November 15, 2018, 4:30 p.m.** at the Koret Auditorium, Main Library.

CNL Members to attend the upcoming Library Commission Meeting:

_____ & _____

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

ANNOUNCEMENTS

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|------------------|--------------------|-----------------------|------------------------|
| Saturday | November 3 | Noe Valley | 2:00 – 5:00 pm |
| Saturday | December 1 | Glen Park | 12:00 – 3:00 pm |
| Wednesday | December 12 | Bernal Heights | 6:00 – 9:00 pm |

UPDATES

City Librarian Recruitment Update – Maureen Singleton

Steps to Executive Recruitment

- The City Librarian recruitment process has moved into the third step, which is for the executive recruitment firm, the Hawkins Group, to prepare a profile of the ideal candidate.
 - The public will be able to share their thoughts and ideas at community engagement meetings in November, and on an online survey administered by the Hawkins Group from November 6th through November 16th.
 - Information, including the dates of the meetings can be found on the Library’s website: [City Librarian Search :: San Francisco Public Library](#)
ACTION – Please help spread the word about the community engagement meetings. A healthy turnout is important in order to get as much of the public’s feedback as possible.
ACTION - Feedback from the CNL members is also important, so please share what qualities, qualifications, and characteristics you would like to see in the City Librarian by attending a meeting, filling out the paper survey, or participating in the online survey.
 - Completed surveys are due on November 16th and can be emailed to cob@sfpl.org or mailed to the Chief of Branches Office (95 Washburn Street, San Francisco, CA. 94102). Any surveys sent to the COB Office will be treated confidentially and forwarded on to the Hawkins Group.
- The Hawkins Group should be providing the Library Commission with a candidate profile at the December 13th Commission Meeting. Recruitment and outreach will begin shortly after the candidate profile has been finalized.

- The Hawkins Group will provide a list of candidates to the Library Commission, who will then conduct closed session interviews of qualified candidates.
- The Commission will pass the names of candidates they deem most qualified on to the Mayor, who will make the final decision about who she will appoint to be our City Librarian.
- AJ (Anza) asked where more information can be found about the City Librarian position, specifically the position's minimum qualifications. CNL members felt it was important to know the duties and qualifications of the position in order to best answer the questions for developing the City Librarian profile.
 - **ACTION** –Maureen will share a copy of the profile created for SFPL's last City Librarian recruitment.
- Penni (EVA) asked if it were the Library's policy to include external candidates in their recruitment. She and other CNL members hoped that internal candidates had an opportunity to apply.
 - Maureen (SFPL) noted that having the process open to all candidates makes it more competitive, but added that the Library has a strong history of hiring within the organization.
 - Ruth (NVA) felt that mandatory hiring from within was a mistake, adding that being able to hire outside of the organization will help in finding someone with the best possible qualifications.
 - Sue (Library Commission) does not think that including external candidates was a Library Commission policy, rather it is a recommendation from the City's Department of Human Resources (DHR). Conducting national searches is standard practice consistent with peer libraries to find the best match for a position. Many internal candidates have been hired through national searches.
 - Mary (Library Commission) confirmed that it was not a policy, and that the Library Commission acts under the advisement from DHR.

Library Commission Report – Sue Blackman

- With the appointment of Commissioner Pete Huang, the Library Commission now has only one vacant position.
- A presentation of the Library's Summer Stride program was a highlight of the October Library Commission meeting. Over 33,000 people participated, there were over 1,000 free programs, and more than 16 million minutes of reading, learning, and library time were recorded.
- The Library Commission meeting on December 20th has been rescheduled to December 13th. The City Librarian recruitment, and the budget will be on the agenda.

SFMOMA Take Part – Stella Lochman

- Take Part is a project by Bik Van der Pol, Dutch artist duo Liesbeth Bik and Jos Van der Pol, who have been helping to facilitate a dialogue around the SF Model. It is one of the Public Knowledge projects, which are cooperative projects of SFMOMA and SFPL.
- Pieces of the SF Model, a scale model of San Francisco that was created as a WPA project, will be on display at every SFPL location and at the SFMOMA's Public Knowledge library.
- Each branch will exhibit a piece of the SF Model from late January– late March 2019.
- There will be at least one adult program, one children's program, and one "Reading the Model" program (hosted by SFMOMA) at each library.

- People are encouraged to visit all the branches to see the different pieces of the SF Model and to chart their progress on a map.
- Some pieces not on display at the libraries will be displayed at the Old U.S. Mint during San Francisco History Days in March.

Magritte Viewing– SFMOMA

SFMOMA graciously extended the opportunity to view their collections – including the Rene Magritte exhibition – to CNL members at the conclusion of the CNL Meeting.

Adjournment: 5:30 pm

Respectfully Submitted by Florinda Battad