



*San Francisco Public Library*

**MINUTES**  
**Council of Neighborhood Libraries**  
**May 25, 2017**  
**4:00 p.m.**  
**Meeting Notes**  
**CALL TO ORDER**

**Meeting Location: Chinatown Branch Library**

**CHAIR: Cathy Delneo, Chief of Branches**

**Attendees:** Larry Ware (BAY), Nina Youkelson (BHE) Excused, Penni Wisner (EVA), Marcia Parrott (EXC) Excused, Ruth Grabowski (EXC) Excused, Nora Dowley (GPA), Laura Bernabei (ING), Judy Strebel (MIS), Rosa M.Quinones (MIS) Excused, Kenneth Fax (MBA) Excused, Mailine Chew (MBA), Ruth Maginnis (NVA) Excused, Kathleen McClay (NBE) Excused, Anh Lê (NBE) Excused, Pinkie Bolden (OVI) Excused, Edna James (OVI), Vanessa Wallace (OVI) Excused, Bessie Hahn (ORT), Marcia Ehrlich (PAR), Diane Silver (PAR), Michael Leahy (PSI) Excused, Don Thielges (POR) Excused, Chet Roaman (POT) 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; Lorna Chee (Adult Services Manager – Chinatown Branch), Aileen Kuo (Children’s Services Manager – Chinatown Branch), Andy Sohn (Architect – Department of Public Works); Mario Lemos (Friends)

**Library Administrators:** Luis Herrera (City Librarian); Catherine Delneo (Chief of Branches); Rebecca Alcalá-Veraflor (Assistant Chief of Branches); Randy McClure (Chief Analytics Officer)

**HOUSEKEEPING**

- The next regular **CNL Meeting** will be on **Thursday, June 29, 2017, 4:00 p.m.** in the *Latino Hispanic Room B, Main Library, Lower Level.*
- The next **CNL Steering Committee Meeting** will be on **Tuesday, June 20, 2017, 4:30 p.m. in Room 601 – Main Library.**  
**ACTION** - Member participation is highly encouraged and needed at the Steering Committee meetings. Your virtual attendance is also welcome – email your ideas for agenda topics to [cathy.delneo@sfpl.org](mailto:cathy.delneo@sfpl.org)
- The next **Library Commission Meeting** will be on **Thursday, June 15, 2017,**

*4:30 p.m. in the Koret Auditorium, Main Library.*

- CNL Members to attend the upcoming Library Commission Meeting:

Thursday, June 15: Judy Strebel & Bessie Hahn

## **ANNOUNCEMENTS**

- The following introductions were made:

- Chinatown Branch staff, Lorna Chee, Adult Services Manager; Aileen Kuo, Children's Services Manager; Jamie Wong, 3618, Circulation Supervisor
- Rebecca Alcalá-Veraflor, Assistant Chief of Branches
- Randy McClure, Chief Analytics Officer
- Andy Sohn, Architect at the Department of Public Works
- Mario Lemos, Manager of Membership and Development Services at the Friends of the SF Public Library

- Flo Battad will be transferring to the Merced Branch.

- With great sadness it was announced that CNL member, Miriam Pavis had passed away. Condolence cards and information on the services were circulated. There was a moment of silence during the meeting to remember her. Miriam will also be remembered at the next Library Commission Meeting, and CNL Members are welcome to come and share their memories and stories about her. Those in attendance observed a moment of silence in Ms. Pavis' honor.

## **UPDATES**

### **City Librarian's Report – Luis Herrera**

- Miriam Pavis was a model of engagement and a passionate advocate for the library. She was a reminder that many of the accomplishments made at the library wouldn't have happened without the efforts of CNL. She had a significant impact upon the Bayview Branch.

- The Library's FYs 2018 and 2019 budget was well received by the City's Budget and Finance Committee, and will go to the Board of Supervisors this month. The presentation to the Board highlights the Library's achievements, programs and upcoming projects:

- Achievements - 6.3 million library visitors, over 10,000 items circulated, increased attendance at library programs, increase in Summer Learning participants.
- The Library received B+ on the City Survey – the highest rating of any City department.
- Recognition for Biblio Bistro (Urban Library Council Top Innovator) and Summer Stride (American Library Association Public Relations Award).
- Programs – All Are Welcome (immigrant services programming), Digital Inclusion Week, Scholar Card (library cards for over 55,000 SFUSD students).
- On June 17<sup>th</sup> the Library will launch the new Expanded Hours! There will be additional weekly hours at 15 branches; 9 additional branches open 7 days/week; total system wide weekly hours will be 21% higher than the charter requirement.
- Budget Priorities – expand distribution of At the Library publication as a newspaper insert, adding more eLearning resources; refresh play-to-learn furnishings; digital enhancements; additional staff;

invest in Civic Center Commons; renovation of three branch libraries (Mission, Chinatown, Ocean View).

- Nora (GPA) suggested that Mindy Linetzky, who works in the Public Affairs office, present the work done with the community during the Branch Library Improvement Program at a future CNL meeting.
- Judy (MIS) asked about intended outcomes of the Civic Center Commons project. Although there has been a reduction of serious incidents at the Main, there has been a decline in visitors. The aim of the project is to create an inclusive space that would increase positive activity in the area.
- Marcia (PRE) asked if there was a way to measure if adding newspaper inserts increased attendance at library programs.

### **Library Commission Report**

- Judy (MIS) who attended the Library Commission meeting, found it to be very informative, and highly recommends that other CNL members who have not had a chance to attend do so. The highlights of the meeting were the budget overview and a report on the branch library Open houses.

### **Chinatown/Him Mark Lai Branch Library Profile – Lorna Chee and Aileen Kuo**

- The Chinatown Branch is named after Him Mark Lai, an esteemed local historian and scholar. The Chinatown Branch was his childhood library.
- The collection includes materials in English, Chinese, Vietnamese, a large Asian Interest collection focusing on China, Chinese culture and the Chinese in America, and an extensive file of pamphlets, newspaper and magazine articles on Chinatown's history and issues of concern to the Chinese and Asian community.
- The population of the neighborhood is around 14,000 residents; 35% over 80 years old. Users of the branch are predominantly seniors and children attending Chinese school.
- Computer programs offered in English, Cantonese, and Mandarin, and crafts programs are popular and well attended. Patrons also look forward to the Annual Open House for the music and Annual Riddle Contest.
- The branch serves four elementary schools, several preschools, and afterschool programs in the neighborhood. Staff recently created Scholar Cards for over 1,000 students in just a few weeks.
- Aileen and Lorna thanked the Friends for the donations that help to provide programs to the community.
- Larry (BAY) thanked Lorna, Aileen and the Chinatown staff for their dedication and wonderful work.

### **Feasibility Studies: Chinatown, Mission, & Ocean View Branches – Andy Sohn**

- The Library is working with SF Public Works on feasibility studies for three branch libraries: Ocean View, Chinatown, and Mission.
- Following staff input from a Survey Monkey, and ideas from the design charrettes, the next step in the feasibility studies will be to work with the community to find out what their needs are, and to come up with new ideas in order to establish a bigger vision of the direction of the library.
- One challenge with renovating the branches is to fit all of the elements we'd like to see in a branch library today within the footprint of an historic or older branch library.
- A guiding principle for the upcoming renovations is that we want to develop spaces that are flexible enough to accommodate any changes in technology, equipment, and collections that the future may bring. We also want to be able to use the space in whatever way community members want to use their neighborhood libraries in the future. So there's some future-thinking required.
- Marcia (PRE) asked about funding for the renovations. The library has a healthy reserve available, and the Library has begun developing a strategy for funding and sequencing.
- Bessie (ORT) asked about the plans related to the collections at each branch. No specific plans have been made since we are still in the early stages of the process.

- Nora (GPA) asked how the BLIP buildings have aged. Patron needs have changed dramatically; emphasizing smaller and more portable ways of getting and using information, and the BLIP branches are adapting to those needs. BLIP was a long effort, so even over the course of the 10 or so years of construction, there are some evolutions in thinking that can be seen in the buildings.

**Adjournment: 5:30 pm**

**Respectfully Submitted by Florinda Battad**