



San Francisco Public Library

MINUTES
Council of Neighborhood Libraries
June 29, 2017
4:00 p.m.
Meeting Notes
CALL TO ORDER

Meeting Location: Latino Hispanic Room

CHAIR: Cathy Delneo, Chief of Branches

Attendees: Penni Wisner (EVA), Nora Dowley (GPA), Mailine Chew (MBA), Ruth Maginnis (NVA), Edna James (OVI), Marcia Ehrlich (PAR), Diane Silver (PAR), Marcia Popper (PRE), Kaitlyn Tran (PRE) Excused, Elaine Cahn (RIC), Joan Walton (SUN), Deborah Oppenheim (SUN) Excused, Rochelle Fort (VVA) Excused, Anne Jones (WPO), Maryam Roberts (WPO) Excused, Callen Taylor (WSA) Excused; Mario Lemos (Friends), Zack Stein (Friends), Larry Ware (BAY) Excused, Nina Youkelson (BHE) Excused, Marcia Parrott (EXC) Excused, Ruth Grabowski (EXC) Excused, Kathleen McClay (NBE) Excused, Pinkie Bolden (OVI) Excused, Laura Bernabei (ING) Excused, Judy Strebel (MIS) Excused, Rosa M. Quinones (MIS) Excused, Kenneth Fax (MBA) Excused, Vanessa Wallace (OVI) Excused, Bessie Hahn (ORT) Excused, Michael Leahy (PSI) Excused, Don Thielges (POR) Excused, Chet Roaman (POT) Excused

Library Administrators: Michael Lambert (Deputy City Librarian); Sue Blackman (Library Commission Secretary); Catherine Delneo (Chief of Branches); denise schmidt (SW District Manager); William Kolb (Main 1st Floor Manager)

HOUSEKEEPING

- The next regular **CNL Meeting** will be on **Thursday, July 27, 2017, 4:00 p.m. in the Learning Studio at The Bridge on 5th Floor.**
- The next **CNL Steering Committee Meeting** will be on **Tuesday, July 18, 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
- The next **Library Commission Meeting** will be on **Thursday, July 20, 2017, 4:30 p.m. in the Koret Auditorium, Main Library.**
- CNL Members to attend the upcoming Library Commission Meeting:

Thursday, July 20:

ANNOUNCEMENTS

- The following introductions were made:
 - Condolence cards for Miriam Pavis was circulated
 - Every Branch Library had hosted an Open House event in FY 17 and met the target goal of 100 attendees!
 - Hit Parade concerts will be hosted at Mission Branch Library on July 11th, Bayview Branch Library on July 12th, Western Addition Branch Library on July 13th. These events are part of an ongoing partnership between SFPL and SF MOMA.

UPDATES

City Librarian's Report – Michael Lambert

Chronicle Books Read Aloud Day

To celebrate the love of reading with San Francisco Chronical Books for their 50th anniversary on June 29th, we hosted Read Aloud Day at many libraries.

Budget Update

- The City's overall budget for FY 2017-18:
 - \$10B
 - Enterprise and self-supporting departments: \$5B
 - General fund departments: \$5B
 - Mayor Lee allocated \$35M discretionary dollars for
 - Behavioral health and harm reduction
 - Homelessness services
 - Neighborhood improvements
 - \$50M for Affordable Care Act Reserve
 - \$10M for State and Federal Impact Reserve
 - 5% for nonprofit cost of living increase over the next two years
- Library Budget FY 2017-18:
 - \$138M
 - \$15M for collections
 - \$10M for capital projects (Mission, Chinatown, Ocean View branch renovations and 750 Brannon offsite storage)
 - The Library worked within the Mayor's directive to City Departments not to add new positions, and has made some adjustments in the budget to accommodate positions in Human Resources, IT, and to add supervisory capacity for the team of Delivery Services Drivers. In FY 2017-18 we aim to have a 3618 Library Technical Assistant II/Circulation Supervisor position in place at each branch location.
- The Board of Supervisors will finalize the Library's budget July.
- Jane Kim, who represents San Francisco's District 6 on the Board of Supervisors was supportive of the work the Library has been doing to improve services to people experiencing homelessness.

American Library Association Annual Conference in Chicago

- San Francisco Public Library was well represented at American Library Association. Our City Librarian was part of a very well attended panel hosted by the Librarian of Congress along with the head of

Chicago Public Library, Brian Bannan (former SFPL Chief of Branches and then Chief of IT), and Tony Marx, the CEO of the New York Public Library.

- SFPL received the 2017 John Cotton Dana Award for “Summer Stride: Read. Create. Explore.”
- Edna (OVI) asked if any funding from the \$35 million for behavioral health and harm reduction will go towards the solution for library overdose problems. No direct funding from this portion is coming to the library. However, SFPL will be working with some agencies that will benefit from this. SFPL is moving forward with staff administering Narcan. We will provide training for our staff and this is strictly voluntary basis. To further address this issue, we will be installing needle boxes at the Main Library.
- Penni (EVA) asked about the current status with staff administering Narcan. It imposes zero risk for our personnel to administer Narcan. The only effect of Narcan is to reverse the effect of opioids. The training has occurred for our security personnel.
- Nora (GPA) asked about the new IT position in the FY 18 budget. Though City and County of San Francisco has Department of Technology. SFPL relies heavily on technology in many ways to deliver services to our communities. Patron’s privacy is our top priority. To ensure the security level and the integrity of the intergraded library system, we need to make sure we are doing everything at our department level to protect it.
- Nora (GPA) asked about CSU libraries are pulling out of the Link +. Yes, it’s unfortunate loss of speed to deliver the collections and materials. But, Link+ is already working to pursue UCs on board. Meanwhile, we still have inter-library loan services and a dedicated team here at the Main Library on 1st floor. Our City Librarian is already in contact with Link+ vendors to make Link+ work with other ILS systems.

Personnel Note

- Donna Marion, our Human Resources Director is retiring. She has been with SFPL for over 32 years. We are really happy for her and we will honor her tomorrow at our all staff meeting.

Library Commission Report

- Those in attendance observed a moment of silence in Ms. Pavis’ honor to adjourn the meeting.
- There are currently five Library Commissioners. At this time, there are two vacant positions, to be appointed by Mayor Lee.
- Public Safety will be an agenda item on the upcoming Library Commission Meeting agenda on July 20th.

Tech’d out – denise schmidt and Bill Kolb

(Please see attached PowerPoint)

- SFPL is piloting lending a mobile wireless hotspot (mifi) and laptop lending sets for home use!
- A total of 32 mifi & laptop sets were distributed at four test locations: Ocean View, Bayview, Visitacion Valley, and The Main.
- Mifi is a mobile wireless hotspot that allows users to connect to the internet. The particular mifi device patrons can borrow will enable connectivity for up to 10 simultaneous devices.
- Patrons with under \$10.00 of fines can come to any of those four locations to check out the bundle.
- Mifi/laptop bundles will not be reservable renewable during the pilot.
- Mifi/laptop bundles will have 3 week loan periods, and patrons should return them to the library where they were checked out.
- SFPL will be gathering feedback from users of the Tech’d Out service over the next six months.
- Penni (EVA) asked how to print a document from this lending laptop. Patrons can utilize print on the go and send the document to any branch locations for wireless printing using the Printer On platform, through the internet and via smartphone. For more information about Printer On, visit the Library’s FAQ: <http://sfpl.libanswers.com/faq/95995>

Friends Report: Mario Lemos and Zack Stein

- The 53rd Annual Big Book Sale will be held at the Fort Mason Festival Pavilion from September 20th-24th from 10 a.m. to 6 p.m.
- Member preview sale will take place on Sept 19th. Please send an email to Mario Lemos at mario.lemos@friendssfpl.org if you would like a ticket to attend this event.
- Take a Stand is \$100.00 per stand this year. (Compared to \$250.00 in the previous years.)
- Nora (GPA) asked if the Friends accept donation at every branch library. They do.
- Ruth (NVA) asked for the main contact person for donation at the Friends. Byron Spooner at 415-522-8602 or byron.spooner@friendssfpl.org can provide further assistance with donations.

Expanded Hours: Cathy Delneo

- The expanded hours press release hand out was shared (attached).
- Mayor Lee and Supervisor Sheehy joined the City Librarian at the Glen Park Branch Library on Monday, June 19th to celebrate the newly expanded, seven day-a-week service at all SFPL locations.
- All branches received new book marks indicating the branch operating hours.
- The feedback from patrons has been very positive!
- We had a lot of great new staff on board to support the expansion of the operating hours.

Neighborhood Sharing: All

- Penni shared that the Eureka Valley landscaping project had begun! The Library hopes to finish Phase 1 by the end of August.

Adjournment: 5:30 pm

Respectfully Submitted by Sanly Guan