



Library Director's Report

January 2017

LIBRARY DIRECTOR

- The December 12 Boards and Commissions appreciation event, including a Parliamentary Procedure primer presented by City Clerk Krista Martinelli, was well-attended and informative. Thanks to Library Board member Robert Turnberg for summarizing recent Library accomplishments, including the reopening of Grand Avenue Library and the completion of the Library's Five-Year Strategic Plan.
- The next Measure W Update, scheduled for the December 14 City Council meeting has been moved to a tentative date of February 8, 2017. A joint meeting with the Library Board of Trustees, Parks and Recreation Commission, and Cultural Arts Commission will be scheduled on a date following the City Council presentation. Library Board will be updated when more information is known.
- Library staff will present a Department Update to City Council at the February 8, 2017 meeting. Departmental updates will be scheduled on a monthly basis, commencing with the first department being the Library!
- Staff is working on a Grand Library Meeting Room Policy, based upon the Main Library Auditorium Policy. We plan to bring it to Library Board at the February 28 meeting.
- Library Patrons Priscilla Reagan-Miller and Richard Miller have purchased a "public performance rights" DVD copy of *Painted Nails* and have made arrangements with the filmmakers to be present at a screening at the MSB on Thursday, March 23, 2017 at 7:00 p.m. *Painted Nails* is a documentary about Van Hoang, a Vietnamese immigrant in San Francisco who doesn't speak English, and seems an unlikely candidate to be an American activist. After learning that daily exposure to chemicals in her salon has caused her life-threatening health problems, Van becomes the first person to testify for safe cosmetics in over 30 years.
- Valerie Sommer, Adam Elsholz and Nicole Cuadra are attending weekly meetings with the Measure W/New Civic Center planning team. Our first "charge" is to review and rank the various project delivery methods in order to proceed to hiring a design team. Dolores Montenegro, the Kitchell lead, is facilitating these meetings under the direction and guidance of Assistant City Manager Marian Lee.
- New Books have been moved to the middle of the library, beside the DVDs, to open up the parking lot entrance space for a Technology Learning Center/MakerSpace area intended to engage patrons as they enter the library. Moving the new books to this quieter space with a larger lounge area allows for a more browse-able and comfortable space to highlight our new additions.
- Save the date: this year's Library Volunteer Appreciation Event is scheduled for Tuesday, April 18, starting 3:30 p.m. at the Fernekes Building. We have moved the location from

the Main Library Auditorium due to capacity issues. Last year's BBQ was a huge hit, but the room was quite crowded, with little room to walk around and chat with our great volunteers.

- We have received several kudos recently for our great, customer-service focused staff, our wide variety of fun and informative programs, and our ongoing efforts to assist and educate our patrons regarding technology needs and options. One email stands out:

“Hi Valerie, I just wanted to say that my boyfriend and I had a really great experience at the afternoon tea today.

I think the women running it were Ashley and unfortunately I cannot remember the other woman's name (Barbara). It was really lovely: we learned some fun information about tea, and we had a chance to meet some of our so city neighbors.

Thank you for offering such fun programs and please thank those ladies again for us.”

ASSISTANT LIBRARY DIRECTOR

- Adam Elsholz, Assistant Director, completed his participation the Pacific Library Partnership Executive Leadership group.
- Main and Grand Avenue Libraries now both offer Tech Drop-In services during all open hours. This service has been re-named the Technology Learning Center.

PATRON SERVICES

- Staff completed a second-round weeding project of the Books on CD collection to improve shelf space and access. In addition, a feature film DVD weeding project is underway.
- Food for Fines, offered in collaboration with Second Harvest Foodbank (SHFB), wrapped up in December. Below is a summary of program outcomes. The number of pounds of food collected is approximate until final numbers are received from SHFB.

SOUTH SAN FRANCISCO PUBLIC LIBRARY	Fines	Accounts	Lbs Food Collected
West Orange	\$ 2,462	196	3,850
Grand Ave	\$ 406	32	1,400
Total	\$ 2,868	228	5,250

- Thirteen book club members met off-campus December 10 for the annual book club lunch and selected books to read in 2017. See our selections here: https://ssf.bibliocommons.com/list/share/321166787_cityofssfpubliclibrary/781317877
- An Outstanding Holds Report was run in accordance with new guidelines and a thorough reconciliation of outstanding holds was performed. Barbara was able to process and reconcile over 500 un-filled holds. Patron services will continue to run this report every 2 months to ensure accountability of our holds system.

INFORMATION AND READER'S SERVICES

- Aubrey Vora, illustrator, gave a talk on why coloring is awesome and conducted a well-received workshop on how to create your own coloring pages. She will be conducting another workshop in February for PLS Comic Arts Fest 2017.
- We premiered a new regularly scheduled weekly program called, "What's Happening at the Library," where we demonstrate a library tool and/or service available to our patrons.
- We kicked off our "Tech Friday" series with a presentation on "How to Manage Your Holiday Photos" on a smartphone, desktop computer or tablet, and "Online Holiday Shopping," where we gave tips on how to safely shop online.
- Walgreens provided two separate presentations, one on the importance of exercise for heart health and one on how immunizations impact your family.
- Kaiser representative Pia Crosby, provided us some very useful tips to manage our holiday stress.
- Jenny Yang from Skyline College presented on grants and scholarships to help fund college tuition and how to complete a FAFSA application.
- We have set up a new learning station, an extension of MakerSpace, called the Technology Learning Center (TLC) in the large space at the parking lot entrance of the Main Library. In the TLC, staff will assist patrons with their tech needs, demonstrate library technology resources and other tech tools. Staff in this area will also focus on traditional library services, such as readers advisory, library promotion, and connecting to our community.
- The Adult Services team is busy lining up a new year of programming, which will include programs on health and wellness, local history, Asian Art Museum presentations, a Cookbook Club, emergency preparedness workshop, joint county-wide Comics Art Fest programming, and much more.
- We had a well-attended "Know Your Sewing Machine" program on December 9th. Patrons brought in their new and old machines and staff helped them learn to use features such as threading, bobbin winding and troubleshooting.
- A Holiday Open House was held with over 50 patrons who came for the festivities, in addition to our regular library users. The event featured a cookie exchange and several different musical performances. Patrons of all ages enjoyed this program.
- A "help yourself" hot cocoa bar was put out on our half-days, December 23rd and 30th. This event was popular with patrons and extended a warm and inviting holiday thank you to all those who call the Library their "second home."
- We are partnering with East Bay Dress Day to donate prom dresses to girls that cannot afford to buy their own prom dress. We booked two programs for March (one at Main Library, one at Grand), and are actively looking for volunteers to help with makeovers for hair, makeup, and nails for the girls, so they can get ideas for how to do it themselves on prom night.

YOUTH SERVICES

- Author Oliver Chin will hold Lunar New Year story times at Grand and Main Libraries. This program is sponsored by South San Francisco Asian Alliance, and generously funded by the South San Francisco Friends of the Library.
- Nicole and Anna revised the class visit Library card procedure to make oversight of card processing of the Youth Services Department more streamlined. This will increase accountability and accuracy when processing the large number of card applications we generated via class visits.
- The Children's Department has booked Kirk Waller for an African and African American Storytelling performance, scheduled for Saturday, February 25, 3:30pm, Main Library.
- In order to encourage children and families to read non-fiction books, worm farms are available for viewing at Main and Grand Libraries. If children complete a questionnaire about the worms, they are entered into a drawing for a chance to win four admission tickets to Fairyland in Oakland. Another way we are encouraging children to read more nonfiction is by offering incentives. If a child checks out ten nonfiction books and shows the receipt to a children's staff member, they will receive a coupon for a FREE meal at Chipotle (while supplies last).
- The first *Kidz in Motion* program was a huge success! The auditorium was filled with enthusiastic parents, caregivers and children. This movement program was highly requested by adults to get their children moving more.
- *Kidz Coding* has been a successful program, as well. The class is filled to capacity every time, and kids of various ages are learning basic coding.
- Parol Making (Star Lantern) was a successful event! Over 70 participants braved the rain to celebrate the Filipino traditional craft of parol making. Food, stories, and laughter were shared.

TECHNICAL SERVICES

- Adult and Children's Librarians began a long-term non-fiction collection development project. Librarians have been assigned sections and will be weeding books, purchasing new books and ensuring the proper classification for their sections.
- Parenting books have been moved to a more central location.
- Created new location codes for Graphic Novels in Sierra in order to eliminate confusion. Previously in the catalog, Graphic Novels showed that they were shelved in the Science Fiction section and not in their own area.

GRAND AVENUE BRANCH LIBRARY

- A new story time in Portuguese was added on Tuesday mornings at Grand Avenue Branch Library, beginning January 3. We are very grateful to our volunteer parents who have made this new, engaging, program possible. Also new for January, Baby Bounce story time is now held on Fridays at 10:30am at Grand Library.
- Program attendance at Grand Library, including class visits, reached 643 for the month of December. The newly-formed Technology Learning Center (TLC) and MakerSpace were visited by an additional 126 people during the month.
- Grand Librarians hosted several field trips for All Souls School students.

- Additional programs included the last two Fresh Approach sessions of the year, three arts and crafts programs, three film showings, and a presentation on music on vinyl.
- This past month we received three history room requests. One was for an article published in the Enterprise Journal about a patron's mother, the second was for an article in either the San Mateo County Times or Daily Journal regarding the attempted murder of a relative, and the third was for information on Marianne Greenleaf Martin, who was the first president of the SSF Women's Club.

LITERACY SERVICES

- **After school programs:** In December, *Homework Club* (HWC) students selected three clubs in which to participate. The themes included Native Americans, World Records, Neon, Folklorico, Art, Science of Food, and Holiday Fun. In clubs, students read short stories or articles, and create an art piece or science project. All grades also continue to participate in *Math Magic* which offers the opportunity to review school math lessons in a fun way. MakerSpace has been a hit with students experimenting with Little Bits Circuits, Squishy Circuits, and 3D Pens. Children are starting to design what they want to build to showcase at the 1st Family STEM Night in March. 5th grade continues to participate in the California Academy of Sciences' Science Action Club. One fun activity of the month included building bug "homes" - students will come back in a few weeks to see how many bugs have moved in. In December, students also had fun decorating their classrooms and making holiday projects. For *Start Now*, staff has launched the Latino Family Literacy Project where parents talk with their children about their cultural heritage and craft journals together to illustrate what they have learned.
- **Collaborative Projects:** The first report has been submitted showing the successful launching of LEAMOS. The LEAMOS program supports native Spanish speakers with 3rd grade or less educational background in improving their reading and writing skills through an online tutorial. The program is well under way with four students, two new volunteer tutors and 4 potential tutors on the way. Recruitment of learners and tutors will be ongoing with a goal of at least 10 participants to complete the program over the next 2 years.
- **Project Read Tutoring:** The program currently has 133 active adult learners and 60 tutors, with 5 learners on a waiting list.
- **Learning Wheels:** In November/December, Learning Wheels made 12 "stops," with 439 adults and children attending story time and/or visiting the van to receive a free book.



Valerie Sommer
Library Director

Attachment: Programs Chart

Reoccurring Storytime Schedule

Day/Time	Location	Program Title	Presenter	Description
Mondays				
10:30 a.m.	Grand Library	Leer Y Aprender	Eldie Gonzalez & Eleanor Brete	Stories in Spanish for children age 3-5 and parents or caregivers, followed by a simple craft.
6:00 p.m.	Main Library	Family Storytime	Library Staff	Stories, songs, and action rhymes for children of all ages and parents or caregivers, followed by a simple craft.
Tuesdays				
10:15 a.m. & 11:15	Main Library	Toddler Storytime	Library Staff	Stories, songs, and fun for children aged 18 months-3 years and parents or caregivers.
10:30 a.m.	Grand Library	New! Portuguese Storytime	Rosanna Sandford	Stories, songs, and action rhymes in Portuguese for children of all ages and caregivers.
Wednesdays				
10:15 a.m.	Main Library	Bouncing Babies Storytime	Library Staff	Stories, songs, and rhymes for babies from birth to 18-months and parents or caregivers. Playtime to follow the program.
4:00 p.m.	Main Library	New! Chinese & Japanese Storytime	Library Staff	Stories, songs, and action rhymes in Chinese & Japanese for children of all ages and caregivers.
Thursdays				
10:30 a.m.	Main Library	Family Storytime	Library Staff	Stories, songs, and action rhymes for children of all ages and parents or caregivers, followed by a simple craft.
Fridays				
10:30 a.m.	Grand Library	Baby Bounce	Library Staff	Stories, songs, and rhymes for babies from birth to 18-months and parents or caregivers. Playtime to follow the program.

Premiere Program Schedule

Date/Time	Location	Program Title	Presenter	Description
Wednesday, February 1				
12:00 p.m.	Main Library	Mystery Book Club		?
4:00 p.m.	Grand Library	Craft Tech 101	Library Staff	Learn to the libraries Cameo laser cutter.
6:00 p.m.	Grand Library	Essential Oil	Ally Villanueva	Learn the basics of essential oil for health and wellness.
Thursday, February 2				
4:00 p.m.	Main Library	Kidz Coding	Library Staff	A Digital Literacy Series, kids explore and learn coding programs creatively.
10:30 a.m.	Grand Library	English Conversation Group	Eleanor Brete	Non-native English speakers are welcome to join the conversation at the Grand Avenue Branch Library! Practice your English skills and gain confidence.
4:00 p.m.	Main Library	Kidz Coding: Scratch Jr.	Library Staff	STEAM based learning
5:00 p.m.	Main Library	Movies @ Main: Groundhog Day	Library Staff	Film screening
Friday, February 3				
10:15 a.m.	Main Library	Kidz in Motion	Library Staff	Safe and fun movement activities for children and their caregivers.
12:00 p.m.	Main Library	Lunchtime Knitting	Library Staff	MakerSpace art & craft
12:00 p.m.	Main Library	Tech Time: Transportation Apps	Library Staff	Technology resource workshop
Saturday, February 4				
11:00 a.m.	Grand Library	Creativity 101	Aubrey Vora	Cartoon Arts Fest 2017: Artist Workshop
11:00 a.m.	Grand Library	What's Happening at the Library: Overdrive	Library Staff	Technology resource workshop
11:00 a.m.	Grand Library	What's Happening at the Library: Overdrive	Library Staff	Technology resource workshop
2:00 p.m.	Grand Library	DIY Sugar Scrubs	Library Staff	MakerSpace health & wellness
Sunday, February 5				
Monday, February 6				
3:30 p.m.	Grand Library	English: The Easy Way	Library Staff	Casual conversation of non-english speakers
6:00 p.m.	Main Library	Superhero Storytime	Library Staff	Cartoon Arts Fest 2017: Special Edition of Family Storytime
Tuesday, February 7				
1:00 p.m.	Main Library	Textile Tuesday	Library Staff	MakerSpace art & craft
4:00 p.m.	Main Library	Kids Craft: Sophie's World	Sophie Maletsky	Valentine edition crafting, family friendly
Wednesday, February 8				
5:00 p.m.	Grand Library	Make and Take: Geometry	Library Staff	STEAM based learning
Thursday, February 9				
5:00 p.m.	Main Library	Movies @ Main: The Black Panthers: Vanguard of the Revolution [TV 14]	Library Staff	African American History Month film screening
Friday, February 10				
12:00 p.m.	Main Library	Tech Time: ?	Library Staff	Technology resource workshop
Saturday, February 11				
11:00 a.m.	Main Library	What's Happening at the Library: Zinio	Library Staff	Technology resource workshop

11:00 a.m.	Grand Library	What's Happening at the Library: Zinio	Library Staff	Technology resource workshop
11:00:00 a.m.	Main Library	Make and Take: with the Cartoon Art Museum	Cartoon Art Museum	Cartoon Arts Fest 2017: Design Your Own Superhero, ages 6-11
2:00 p.m.	Grand Library	Graphic Novel Author/Illustrator Talk: Thien Pham, "Sumo"	Thien Pham	Cartoon Arts Fest 2017: Multigenerational workshop with Thien Pham, a comic book, visual artist, and high school teacher, based in the Bay Area.
Monday, February 13				
3:00	Main Library	Graphic Novel Author/Illustrator Talk: T. E. Bak, "Island of Memory"	Edward Bak	Cartoon Arts Fest 2017: Multigenerational workshop with T. Edward Bak
Tuesday, February 14				
3:30 p.m.	Main Library	Amigurumi: knit/crochet characters	Library Staff	MakerSpace art & craft, geared toward tweens, but open to all
6:00 p.m.	Main Library	Family Trivia Night: Comic Book Edition	Library Staff	Cartoon Arts Fest 2017: Trivia based on comic books, family friendly
Wednesday, February 15				
4:00 p.m.	Grand Library	Kidz ZINES: Comic Edition	Library Staff	Cartoon Arts Fest 2017: Makerspace art & craft, family friendly
Thursday, February 16				
4:00 p.m.	Main Library	Book Munchers Book Club	Library Staff	Book Club for kids ages 5-8 years
5:00 p.m.	Main Library	Movies @ Main: Scott Pilgrim vs. the World [PG 13]	Library Staff	Cartoon Arts Fest 2017: Film screening
6:00 p.m.	Main Library	Book Munchers Book Club	Library Staff	Book Club for kids ages 5-8 years
Friday, February 17				
12:00 p.m.	Main Library	Lunchtime Knitting	Library Staff	MakerSpace art & craft
12:00 p.m.	Main Library	Tech Time: Marketing with Canva	Library Staff	Technology resource workshop
Saturday, February 18				
11:00 a.m.	Grand Library	Spanish Book Club: La Casa En Mango Street	Library Staff	Adult book club in Spanish
11:00 a.m.	Main Library	What's Happening at the Library: iPad Premium Apps	Library Staff	Technology resource workshop
11:00 a.m.	Grand Library	What's Happening at the Library: iPad Premium Apps	Library Staff	Technology resource workshop
All day	Main Library	Cos Play Day	Library Staff	Cartoon Arts Fest 2017: Cosplay at the library, costume making & costume contest
Sunday, February 19				
Monday, February 20				
Tuesday, February 21				
3:30 p.m.	Main Library	Amigurumi: knit/crochet characters	Library Staff	MakerSpace art & craft, geared toward tweens, but open to all
6:00 p.m.	Main Library	SSF Public Library Book Club	Library Staff	Adult book club
Wednesday, February 22				
4:00 p.m.	Main Library	Kidz Coding	Library Staff	STEAM based learning
Thursday, February 23				
5:00 p.m.	Main Library	Movies @ Main: Malcolm X [PG 13]	Library Staff	African American History Month film screening
6:00 p.m.	Main Library	Pageturners Book Club	Library Staff	Book Club for kids ages 9-12 years
Friday, February 24				
4:00 p.m.	Main Library	Tech Time: CAF 20187 edition, Online Comic Creation	Library Staff	Cartoon Arts Fest 2017: Technology resource workshop, creating comics online

Saturday, February 25				
11:00 a.m.	Main Library	What's Happening at the Library: Ancestry	Library Staff	Technology resource workshop
11:00 a.m.	Grand Library	What's Happening at the Library: Ancestry	Library Staff	Technology resource workshop
12:00 p.m.	Grand Library	Superhero Training Camp	Library Staff	Cartoon Arts Fest 2017: learn what it takes to be a superhero
2:00 p.m.	Grand Library	Financial Fitness 101	Brad Hamada	Financial literacy
3:00 p.m.	Main Library	African American Storytelling, movement and music	Library Staff	African American History Month: Children & Family Storytime
Sunday, February 26				
Monday, February 27				
10:15 a.m.	Main Library	Kidz in Motion	Library Staff	Safe and fun movement activities for children and their caregivers.
1:30 p.m.	Main Library	El Camino High Makerspace Visit	Library Staff	MakerSpace community visit
Tuesday, February 28				
3:30 p.m.	Main Library	Amigurumi: knit/crochet characters	Library Staff	MakerSpace art & craft, geared toward tweens, but open to all