

File No. 230344

Committee Item No. 3

Board Item No. 14

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date April 19, 2023

Board of Supervisors Meeting Date April 25, 2023

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|-------------------------------------|-------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Deed of Gift 12/19/1994</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Deed Approval 3/24/2023</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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Completed by: Brent Jalipa Date April 13, 2023

Completed by: Brent Jalipa Date April 21, 2023

1 [Authorization to Gift Debenham Comedy Recording Collection to Emerson College]

2

3 **Resolution authorizing the San Francisco Public Library to gift the Debenham Comedy**
4 **Recording Collection to Emerson College.**

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6 WHEREAS, On December 19, 1994, the San Francisco Public Library (“Library”)
7 received an unencumbered gift of comedy albums and novelty recordings from Warren
8 Debenham (“Debenham Comedy Recording Collection”); and

9 WHEREAS, The Debenham Comedy Recording Collection now includes more than
10 35,000 comedy and novelty recordings in a variety of formats, including vinyl records, 8-track
11 tapes, audio cassettes, and compact discs; and

12 WHEREAS, A portion of the Debenham Comedy Recording Collection has remained at
13 Mr. Debenham’s residence because the Library did not have adequate physical space to
14 accommodate the large collection; and

15 WHEREAS, The Library has determined that it does not have adequate physical space
16 to accommodate the Debenham Comedy Recording Collection, nor adequate resources to
17 preserve, catalogue and make the collection available to the public; and

18 WHEREAS, The Library undertook a search for other institutions that would have an
19 interest in taking the Debenham Comedy Recording Collection; and

20 WHEREAS, Emerson College, located in Boston, Massachusetts, offers educational
21 degrees with a concentration in Comedic Arts, including a Bachelor of Fine Arts in Comedic
22 Arts; and

23 WHEREAS, Emerson College has informed the Library that it would gladly accept the
24 Debenham Comedy Recording Collection, which Emerson College has the capacity to house,
25 preserve, and make available to students through its programs and curriculum; and

1 WHEREAS, Emerson College has agreed to assume the cost of transporting the
2 Debenham Comedy Recording Collection to its campus in Boston, Massachusetts; and

3 WHEREAS, Mr. Debenham has already gifted some items directly to Emerson College,
4 including duplicate recordings, newspaper clippings, and ephemera; and

5 WHEREAS, Mr. Debenham consents to and supports the Library's gift of the
6 Debenham Comedy Recording Collection to Emerson College; now, therefore, be it

7 RESOLVED, That the San Francisco Public Library is authorized to gift the Debenham
8 Comedy Recording Collection to Emerson College; and, be it

9 FURTHER RESOLVED, That the Board of Supervisors authorizes the San Francisco
10 Public Library to execute a deed gifting the Debenham Comedy Recording Collection to
11 Emerson College.

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13 Recommended:

14 _____ /s/

15 Michael Lambert, City Librarian

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DEED OF GIFT

I, The Rev. Warren Debenham, of Berkeley, California, ^{WD}
I, _____, of _____ San Francisco, do hereby make a gift of the material specified below to
the San Francisco Public Library. *W.D.*

Being the sole owner of the material, I give this material (and any additions which I may make to it)
unencumbered to the San Francisco Public Library and do declare that I made the gift of my own free will and
without influence.

The material specified below shall be available to members of the public for use from NA, with the
exception of the items asterisked below which shall be restricted from public use until NA. The
material will be linked bibliographically through the online catalog and designated the Warren Debenham
Collection. It will be a part of the Schmulowitz Collection of Wit and Humor.

Schedule of material donated:

NOVELTY - 8,908 records ^{hh by fm} ~~\$81,423~~ \$73,493 ^{WD}
45 RPM - 10,664 records 23,252

as described on the attached appraisal by
Jack D. Nelson, and the attached computer listings.

In full accord with the provisions of this deed of gift, I hereunto set my hand.

DONOR: Warren Debenham

DATE: 12/19/94

Signed in the presence of Samuel K. M. Jones

On behalf of the San Francisco Public Library, I, Elizabeth Hope Hayes, Chief of the Main Library.

Signature: E. Hope Hayes

Date: 12/19/94

27 September 1993

The Reverend Warren Debenham
143 Arlington
Berkeley, CA 94707

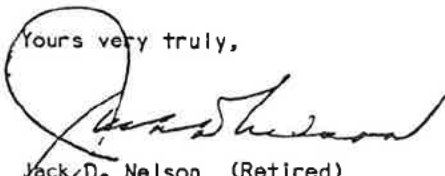
Dear Reverend Debenham,

I am pleased to present the following appraisal of your phonograph record collection consisting of LPs, 45s, EPs, 78s, and CDs. This evaluation is based on fair market value as determined by 24 years of experience with The Record House, Inc., of San Francisco, CA., dealing in rare and unusual records. Additionally, the following trade publications were used as references:

OFFICIAL PRICE GUIDE TO RECORDS (10th Edition-1992) Random House
OFFICIAL PRICE GUIDE, MOVIE TV SOUNDTRACKS AND ORIGINAL CAST ALBUMS (1st Edition-1991).
Random House
RECORD ALBUM PRICE GUIDE 1977-1978 (Osborne/Hamilton)
OFFICIAL PRICE GUIDE FOR COLLECTIBLE RECORDS (2nd Edition) FOR POPULAR & ROCK RECORDS
1948-1978 (Osborne/Hamilton)
78rpm RECORDS AND PRICES (Soderbergh-1977)
OLDE RECORDS PRICE GUIDE 1900-1947 (Soderbergh-1978)

<u>CATEGORY</u>	<u>QUANTITY</u>	<u>AMOUNT</u>
COMEDY	10,248	81,423
NOVELTY	8,908	73,493
CLEAVAGE	1,863	28,419
BEATLES	228	2,445
PRESLEY	161	1,933
RADIO SHOWS & MISC	1,726	12,726
45s	10,664	23,252
78s	8,327	19,690
	<u>42,125</u>	<u>\$243,381</u>

Yours very truly,



Jack D. Nelson (Retired)
1750 Jackson St. (#106)
SAN FRANCISCO, CA 94109

SSN: 525-38-3684

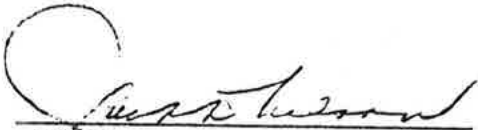
Record House, Inc.

38 Larkin (near Sutter)
San Francisco, CA 94109
(415) 434-3254

7 December 1994

TO WHOM IT MAY CONCERN:

This is to state that I, the undersigned, JACK D. NELSON, engaged in the buying and selling of phonograph records from 1969 through 1991. As manager and president of The RECORD HOUSE, Inc., it was my responsibility to receive and evaluate collections small and large, rare, hard-to-find, collectors' items for the purpose of resale, and to provide appraisals for insurance and donation for tax purposes.



JACK D. NELSON (Retired)
1730 Jackson St (#106)
San Francisco, CA 94109
(415) 923-1621

March 24, 2023

Michael Lambert
City Librarian
San Francisco Public Library
100 Larkin Street
San Francisco, CA 94102

Dear Mr. Lambert:

I approve of my gift, the Debenham Comedy Recording Collection at the San Francisco Public Library, going to Emerson College, Boston, Massachusetts, where it will join the rest of the comedy collection at that institution.

Sincerely,

A handwritten signature in cursive script that reads "Warren Debenham".

The Rev. Warren Debenham
143 Arlington Ave.
Kensington CA 94707



San Francisco Public Library
100 Larkin Street
San Francisco, CA 94102

March 24, 2023

Angela Calvillo, Clerk of the Board
Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102

Dear Ms. Calvillo:

Attached please find an original single-sided proposed Resolution for the Board of Supervisors approval, which will deaccession the Debenham Comedy Recordings Collection (comedy collection) from the San Francisco Public Library (SFPL) and transfer the comedy collection currently onsite at SFPL and relinquish rights to future comedy collections to Emerson College in Boston. The donor has agreed that the comedy collection should be transferred to Emerson College to support the college's Comedic Arts curriculum.

The following is a list of accompanying documents

- Proposed Resolution
- Debenham Deed
- Debenham's written agreement to transfer the comedy collection from SFPL to Emerson College


The Debenham family and Emerson College would like to move the comedy collection to Emerson in the first two weeks of May 2023. Given their preferred timeline, we respectfully ask that this Resolution is heard in April.

The following person may be contacted regarding this matter:

Maureen Singleton, Chief Operating Officer
415.557.4248
Maureen.Singleton@sfpl.org

Thank you for your support and consideration.

Sincerely,

DocuSigned by:

C9DF0B3992E246F...
Michael Lambert
City Librarian

From: [Singleton, Maureen \(LIB\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Reimuller, Katrin \(LIB\)](#); [Goldstein, Susan \(LIB\)](#); [HUBER, JEN \(CAT\)](#); [Lew, Lisa \(BOS\)](#)
Subject: SFPL Resolution to Deaccession a comedy collection
Date: Monday, March 27, 2023 10:44:10 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[Debenham Deed of Gift.pdf](#)
[SFPL Debenham Comedy Collection Deaccession Cover Letter 3.24.23 - FINAL.PDF](#)
[SFPL Debenham Comedy Collection Deaccession Resolution 3.24.23 - FINAL.doc](#)
[SFPL Debenham Comedy Collection Deaccession Resolution 3.24.23 - FINAL.pdf](#)
[Warren Debenham Letter to Authorize Comedy Collection to Emerson College.pdf](#)

All,

Attached for introduction at the Board of Supervisors is a Resolution to authorize the San Francisco Public Library to deaccession Debenham comedy recording collection and transfer to Emerson College. Also attached to this email are the documents listed below. Lastly, I am confirming the /s/ signature of the City Librarian.

- Cover letter from the City Librarian
- Resolution in Word format
- PDF copy of the signed legislation via DocuSign
- Deed of the comedy collection
- Letter of authorization from Warren Debenham to Emerson College

Please let me know if you have any questions, difficulty with the attachments, or if I need to correct any submissions. Thanks, in advance, for your time and help.

Sincerely,

Maureen Singleton

Maureen Singleton | Chief Operating Officer | San Francisco Public Library | [Pronouns: she, her, hers](#)
P: 415.557.4248 | E: Maureen.Singleton@SFPL.org | sfpl.org

