

BOARD of SUPERVISORS



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MEMORANDUM

TO: Michael Lambert, City Librarian, San Francisco Public Library
Marie Ciepiela, Executive Director, Friends and Foundation of the San Francisco Public Library

FROM: Stephanie Cabrera, Assistant Clerk, Government Audit and Oversight Committee, Board of Supervisors

DATE: July 31, 2023

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Government Audit and Oversight Committee has received the following proposed legislation, introduced by Mayor London N. Breed on July 25, 2023:

File No. 230873

Resolution approving the Memorandum of Understanding (MOU) between the Friends and Foundation of the San Francisco Public Library and the San Francisco Public Library to establish roles and responsibilities of each party for purposes of fundraising, enhancing operations, and capital projects for a term of 10 years effective upon approval of this Resolution; and to authorize the San Francisco Public Library to enter into amendments or modifications of the MOU prior to its final execution by all parties that do not materially increase the obligations or liabilities to the City and are necessary to effectuate the purposes of the MOU or this Resolution.

If you have any additional comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: Stephanie.Cabrera@sfgov.org.

cc: Almer Castillo, Public Library

1 [Memorandum of Understanding - Friends and Foundation of the San Francisco Public
2 Library]

3 **Resolution approving the Memorandum of Understanding (MOU) between the Friends**
4 **and Foundation of the San Francisco Public Library and the San Francisco Public**
5 **Library to establish roles and responsibilities of each party for purposes of**
6 **fundraising, enhancing operations, and capital projects for a term of 10 years effective**
7 **upon approval of this Resolution; and to authorize the San Francisco Public Library to**
8 **enter into amendments or modifications of the MOU prior to its final execution by all**
9 **parties that do not materially increase the obligations or liabilities to the City and are**
10 **necessary to effectuate the purposes of the MOU or this Resolution.**

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12 WHEREAS, The San Francisco Public Library (Library) seeks to enter into a
13 Memorandum of Understanding (MOU) with the Friends and Foundation of the San Francisco
14 Public Library (Friends) to establish the roles and responsibilities of each for purposes of
15 fundraising, enhancing operations, and capital projects; and

16 WHEREAS, Charter, Section 9.118(a), requires contracts entered into by a department
17 having an anticipated revenue to the City of \$1,000,000 or more be approved by the San
18 Francisco Board of Supervisors by Resolution; and

19 WHEREAS, A draft MOU is on file with the Clerk of the Board of Supervisors in File No.
20 230873, which is hereby declared to be a part of this Resolution as if set forth fully herein;
21 now, therefore, be it

22 RESOLVED, That the Board of Supervisors hereby authorizes the Library to enter into
23 a Memorandum of Understanding with the Friends and Foundation of the San Francisco
24 Public Library to establish roles and responsibilities of each for purposes of fundraising,
25 enhancing operations, and capital projects; and, be it

1 FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the Library
2 to enter into any amendments or modifications to the MOU, prior to its final execution by all
3 parties, that the Department determines, in consultation with the City Attorney, are in the best
4 interests of the City , do not otherwise materially increase the obligations or liabilities of the
5 City, are necessary or advisable to effectuate the purposes of the MOU, and are in
6 compliance with all applicable laws; and be it

7 FURTHER RESOLVED, That within thirty (30) days of the MOU being fully executed by
8 all parties, the Library shall provide the final MOU to the Clerk of the Board for inclusion in File
9 No. 230873.

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11 RECOMMENDED:

12 _____ /s/

13 Michael Lambert

14 City Librarian

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