MEETING OF THE LIBRARY COMMISSION

MINUTES

Thursday, November 19, 2009

CALL REGULAR MEETING TO ORDER
Commission Chair, Chris Tang (Concord) called the meeting to order at 7:01 p.m.

2. COMMISSION BOOKSHELF
Commissioners provided suggestions for current reading:

<table>
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<td>The Time of My Life and My Life at the Times</td>
<td>Max Frankel</td>
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<td>Peter Jennings – A Reporter’s Life</td>
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<td>Lazy B Ranch</td>
<td>Sandra Day O’Connor</td>
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<td>Agent of Destiny</td>
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<td>No Cause for Panic</td>
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<td>Know your Power</td>
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<td>Funny in Farsi</td>
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<td>Moscow Rules</td>
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<td>The Chase</td>
<td>Clive Cussler</td>
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<td>Sookie Stackhouse: Southern Vampire Mysteries</td>
<td>Heidi Murkoff</td>
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<td>What to Expect the Toddler Years</td>
<td>Garth Stein</td>
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<td>The Art of Racing in the Rain</td>
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3. ROLL CALL

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Total Commission positions: 29
Commission positions filled: 26
Commission positions vacant: 3
Commission quorum: 15

With 18 Library Commissioners present, a quorum was established.

VOTING:

According to the By-Laws of the Library Commission, in order for a vote to pass, a majority of the city representatives and a majority of the County representatives must approve it. Upon reauthorization of the Library Commission, the five special appointees to the Library Commission draw lots to determine whether their votes count with the cities or the County. Through June 2011 the special appointees will be counted as follows:

Three representatives votes count with the County:
- Youth Council
- Friends Council
- Contra Costa Council

Two representatives votes count with the cities:
- Superintendent of Schools
- Central Labor Council

4. INTRODUCTIONS

Visitors included Alison McKee, Juvenile Hall and Orin Allen Youth Rehabilitation Facility Librarian; Paula MacKinnon, Information Systems Project Manager; Elliot Warren, Library Collection Development and Technical Services Manager; Susan Lynn, Library Reading and Literacy Manager; Cathy Sanford, Deputy County Librarian: Support Services; Laura O'Donoghue, Deputy County Librarian: Public Services; Corinne Kelly, Executive Secretary; Anne Cain, County Librarian.

5. ITEMS FROM THE PUBLIC

There were no items from the public.

6. ACCEPTANCE OF MINUTES

One amendment was made to the September 24, 2009 minutes under 'Items of Interest'
- add the words "Library and" to Commissioner Hoisington’s announcement so that it says “… the Lafayette Library and Learning Center will open on November 14, 2009."

Commissioners approved the September 24, 2009 minutes with the one amendment.

7. APPROVAL OF AGENDA

Commissioners approved the November 19, 2009 agenda.

8. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS
Commissioner Stephenson (Danville) said that Seng Lovan, Danville Senior Community Library Manager, provided information that the cities of Danville and San Ramon had a Joint City Read using the book *Assassination Vacation* by Sarah Vowell. Over 600 people attended the author event on October 17. The Danville Library continues to have successful teen programs and has a great ‘Paws to Read’ program that is presented by the Humane Society.

Commissioner Atkinson (Clayton) said that the City Read program had great programming and featured *Three Cups of Tea* by Greg Mortenson. She added that next year there may be more participation if events are held on Sundays.

Commissioner Smith (District IV) Announced that Anne Cain, County Librarian, was awarded the CALTAC award for Librarian for Outstanding Work with a Board of Trustees or Commission. Cain thanked the Commission for the nomination and said that it is really an award for the Commission. CALTAC was impressed that Contra Costa County has such a large group of volunteers that make up the Library Commission.

Commissioner Smith (District IV) shared his experience at the November CLA Conference. He mentioned that because of the 27,000 daily users and many incidents, one library has hired police assistants that have reduced the number of incidents. The Monrovia Friends of the Library have “branded” themselves. San Diego Library offers lawyer assisted foreclosure workshops and has had over 1,000 participants. Hayward and San Jose libraries have remodeled and changed signage at their libraries following studies of how people use libraries. The City of Commerce received an award for their business and partners program. Smith also mentioned that he did two board training (San Mateo and San Jose). The February 27, 2010 CALTAC workshop will be held at the Berkeley Public Library and the speakers include: Jill Gomez, President of the San Francisco Public Library Board; Lafayette Library and Learning Center visionary, and Anne Grodin; and Senator Lonnie Hancock.

Commissioner Ruehlig (Antioch) added that he attended the San Mateo board training that Commissioner Smith conducted and it was fascinating to observe him work with commissioners.

Commissioner O’Rourke (Pinole alternate) said that on October 10, the Friends of the Pinole Library had the most successful book sale in their history.

Commissioner Bracken (Pleasant Hill) Anne Cain, County Librarian, confirmed that library property where the books sales are conducted is included in the library’s insurance.

Commissioner Magann (Pinole) said that the Friends of the Pinole Library are planning to work with the City of Pinole for a more favorable partnership.

Commissioners learned that many Commissioners are actively involved in their Friends groups and advocate for funding and that they discuss the library with members of the city councils. Many city council members are members of Friends groups. Some Commissioners distribute Friends group applications at council meetings. Also, if Friends groups are a 501c3, then the group’s bylaws will be on file with the State.

Commissioner Hoisington (Lafayette) announced that the Lafayette Library and Learning Center opened on November 14 to a crowd of 8,000 people and thanked those that attended the grand opening. She said that it was an exciting day for the Lafayette community. She said that she has worked on this project since 1990. Hoisington shared the paper from the event that has a map of the facility. She added that Susan Weaver, Senior Community Library Manager, sent a message to the
Lafayette Friends of the Library that there are hundreds of kids of all ages visiting the Library and more volunteer help is needed. On the first Monday that the Library was opened, it welcomed 3,000 people between 10 a.m. and by 5 p.m. Hoisington then said that the Lafayette Library and Learning Center belongs to everyone in Contra Costa County because $11.9 million came from the State grant. She wants advertisements for Library programs and events to reach all of the communities and she thanked everyone for their support.

Commissioner Smith (District IV) said that the December Mayors’ Conference will be held at the Lafayette Library and Learning Center and suggested that Commissioners attend and receive a tour of the facility.

Commissioner Reed (Friends Council) mentioned that the Friends of the Lafayette Library and Learning Center bookshop, located at the ground level near the parking lot, is organized, large and lovely.

Anne Cain, County Librarian, said that the Lafayette Library and Learning Center circulated 12,000 items in the first five days of operation; circulation was as high on Tuesday as it was on opening day. She added that it was exciting helping Library customers, especially kids, teens, and those that have not been inside a library for decades and who were anxious to take advantage of technology and upcoming classes. There were even people sitting on the floor reading. The Library management team was there Saturday and Sunday.

Commissioner Pearlstein (District IIII) visited the Lafayette Library and learning Center on Thursday and said it was nicely crowded and that she was impressed by the art throughout the library, and she was particularly impressed by the solar fireplace.

Commissioner Enholm (District V) attended Lafayette Library and Learning Center opening and observed the maximum use of sunlight. He commented that the check-out machine was very fast and much smaller then older models.

Cain added that there are different series of self check machines. The Lafayette Library material all has RFID, which involves a radio frequency computer chip that is quickly scanned. The Lafayette Library and Learning Center uses new technology, including an automated book sorter. The Danville Library piloted RFID two years ago and RFID is now also at Brentwood and will be in Walnut Creek and Ygnacio Valley. Cain added that Commissioner Hoisington has been with the project since 1990 and made a huge personal commitment to the development of the Lafayette Library and Learning Center.

Commissioners questioned if Cain believes that circulation will decline at other libraries with the opening of the Lafayette Library and Learning Center.

Cain responded that she could not make this type of prediction, because she has been wrong in the past. The opening of new libraries brings new library customers who have not been inside a library in many years. It will take a while after the new Walnut Creek Library opens next summer to determine changes and trends in the usage of area libraries.

Commissioners expressed interest in touring the Lafayette Library and Learning Center, and requested that a future Library Commission meeting be held there.

9. **CORRESPONDENCE**

   There was no additional correspondence.
10. **REPORT FROM COUNTY LIBRARIAN**

Anne Cain, County Librarian, said that the Library’s “Green Zone” opened on October 21 at the Pleasant Hill Library. The City of Pleasant Hill funded $150,000 in facility related costs with an agreement that the Library will develop a Green Zone. The Pleasant Hill Friends of the Library provided $10,000 for the Green Zone’s collection. A volunteer artist stenciled the Green Zone area, which provides a broad range of environmental resources. Funding from donations and friends groups have been coming in to support an expansion of the Green Zone to other libraries. The Orinda Library Friends started a Green Zone. Supervisor Federal Glover (District V) has raised funds for Green Zones at Pittsburg, Antioch and Oakley Libraries.

Cain reviewed the dates that the Library will be closed for furloughs. Because of furloughs and holidays the Libraries will be closed for longer periods of time. To accommodate the closures in December, the Library will not have material due and there will be no fines between December 19, 2009 and January 7, 2010. The book drops will be closed when the Library is closed, because the book drops would jam if they are not regularly emptied. It would defeat the purpose of furlough if the Library pays staff to empty the book drops. Also it would be difficult to handle the volume of returns that pile up when the libraries reopen. The Library hopes to educate customers to keep the material until the Library is open. The Library has never done this before; a team of staff is looking at these closures from the customer’s perspective and surveyed other libraries that have had furlough days. There will be signage to advise customers of the closures and that the material is their responsibility until it is appropriately returned to the Library, to avoid material being left outside. The Library’s Website and Library a-Go-Go will remain up Customers can place holds on material. Holds will not be pulled from the hold shelf until after January 11, 2010.

Commissioner Atkinson (Clayton) said that the Clayton Friends discussed the possibility of library material being left outside, and said they will remove and material that happens to be left and return it to the Library.

Commissioner Enholm (District V) requested that the Library Hours and Information form include the Library a-Go-Go hours.

The Library received an award from [CSAC (California State Association of Counties)](http://www.csac.org) for the Library a-Go-Go.

Laura O’Donoghue, Deputy County Librarian: Public Services will be leaving the Library on December 31 as she relocates to Raleigh, North Carolina. Laura has been a major part of the Library Management Team and handles a tremendous amount of work for the Library. Cain said that she has personal respect for O’Donoghue’s high level of professionalism and capacity for work and her departure will be a tremendous loss to the organization.

11. **OLD BUSINESS**

**LIBRARY COMMISSION MEETING DATES**

An amendment was made to confirm the January meeting date as the fourth Thursday in January. The confirmed 2010 meeting dates are January 28; March 25; May 27; July 22; September 23; and November 18.
NOMINATIONS FOR NEW LIBRARY COMMISSION OFFICERS
Commissioners unanimously nominated Chair Tang (Concord) and Vice-Chair Brown (Orinda) to serve a second term in 2010.

Commission Chair Tang accepted the nomination and said that he was told by Vice-Chair Brown that should she be nominated, she would also accept the nomination.

JUVENILE HALL & ORIN ALLEN YOUTH REHABILITATION LIBRARIES
Commissioner Prater (San Ramon) shared her correspondence with Mr. Pelle, Superintendent of Juvenile Hall, detailing her concerns with some of the reading material at the Juvenile Hall & Orin Allen Youth Rehabilitation Libraries that Librarian Alison McKee presented at the September 24 Commission Meeting.

Prater expressed her concern that some of the reading material is not appropriate for these residents who are not in a free society. Prater read some online excerpts of the book by Darren Shan, *The Demonata #9: Dark Calling*, and found them disturbing, especially concerns her because the “sickening stuff” might “drive them over the edge.” She said that she felt that exposure to concepts in these books might push the residents into violent crime.

Commissioner Hoisington (Lafayette) finds the correspondence from Commissioner Prater to Superintendent Pelle upsetting. She is not referring to the book in question, but to the process that Commissioner Prater took to express her concerns. Prater wrote a letter as a Library Commissioner. Prater has an obligation to speak to the Commission first before taking such action.

Prater did express her concern about this book to Librarian McKee at the September 24 Commission Meeting and was not satisfied with her response.

Hoisington said that if Prater was not happy with the response she received then she could have spoken to others rather than going straight to the superintendent. This undermines the process. Hoisington added that it does not help to criticize Librarian McKee.

Prater said that she was not personally criticizing her, but only the books at these Libraries. She objects to any book with “demon” in the title.

Commissioner Pearlstein (District III) seconded Hoisington’s concern that this correspondence was handled inappropriately. She added that Librarian McKee knows these residents and they come from a different place than any of our children and Pearlstein trusts McKee’s judgment.

Commissioner Bracken (Pleasant Hill) said that she read one of the *Demonata* books and it was clear that the demons commit the violence and the book is a good lesson in morality. She found the story was engaging and very much like the *Goosebumps* series. She added that any reading material that encourages reading in children is a good thing.

Commissioner Marshburn (Office of Education) added that Librarian McKee is a Library employee. The Library is a separate entity, in the same way that the school teachers in these facilities are employees of the Office of Education. Marshburn has had conversations with Librarian McKee about material and McKee is very knowledgeable on the appropriate books at the appropriate age levels for these libraries. We are not capable to say what they can and cannot read because these children are incarcerated. Librarian McKee is trained and has a better awareness of the material that they could read.

Marshburn added that she knows from teachers that teach at these facilities that the libraries offer a marvelous opportunity for these teens; they discuss the books, the reasons they are reading them and
they do character based literacy projects.

Commissioners agreed that Librarian McKee is doing a wonderful job in raising funds, book selection, and working with the teens at these facilities. They applaud the work she is doing.

Someone commented that it is interesting that books, such as *Harry Potter*, which is based in witchcraft, has encouraged many children to read.

Commissioner Prater said that she did not write the letter as a representative of the Library Commission, and that as a private citizen she has a right to comment on her concerns. She learned of the books provided at these libraries because she heard Librarian McKee’s presentation to the Library Commission.

Commissioner McEwan (Moraga) said that it is important to honor the professionalism of the Librarians.

Commissioner Hoisington moved that the Commission write a letter to Librarian Alison McKee, thanking her for her work with the teens at the Juvenile Hall & Orin Allen Youth Rehabilitation Libraries and copy Mr. Pelle, Superintendent of Juvenile Hall.

Commissioner Reed (Friends Council) said that he has studied the effects of the mass media and movies on children and this is not something that should be quickly discussed. The method or approach that Commissioner Prater took is one thing, but Reed is also concerned that students should not be reading occult books, and maybe in this case the selections are not appropriate. There is a fair amount of research to back up this concern. All Commissioners are in favor of Librarians having a great deal of power in reading selection and it might be wise to discuss the effect that some of these books have.

Commissioner Smith (District IV) said that we need to trust the Librarian’s professional selection.

Commissioner Stephenson (Danville) clarified that the reason of the letter is to say that we as a Commission thank Librarian McKee for speaking to the Commission and sharing her information with us and that we support her work.

Commissioners Prater added that she is also entitled to a personal opinion as a citizen and we can bring information back to our cities.

Commission Chair Tang agreed, but this has become Commission business by placing this item on the agenda.

One abstained to the letter and the rest of the Library Commission approved authorizing Commissioner Hoisington and Commission Chair Tang to write a letter on behalf of the Commission to Librarian McKee.

Anne Cain, County Librarian, added that Librarian McKee recently received a promotion to the position of Senior Community Library Manager for the Hercules Library. Her start date is not determined. Cain added that she really appreciates the work that McKee has done at Juvenile Hall. There are a number of staff that have worked there as substitutes under her leadership, which presents the Library with a pool of candidates for her replacement.

**2009 ANNUAL REPORT AND 2010 WORK PLAN**

The Library Commission considered the Draft 2009 Annual Report.

Commissioner Hoisington (Lafayette) added that Commissioner Leffman (Lafayette alternate) and Commissioner Smith (District IV) were also in attendance at the June 22 Brentwood Library opening and should be added to the report.
Commissioners approved the draft report with the one amendment proposed by Commissioner Hoisington.

Commissioners reviewed the Work Plan and Objectives for 2010 and designated three goals for their 2010 Work Plan:

Goal 1: Support increased funding for the Library
   Objectives:
   - Promote services provided by the Library during current recession
   - Stress the increased usage by patrons seeking services relating to a job search
   - Educate the community as to the cuts in Library funding, encourage participation in fundraising activities

Goal 2: Continue to promote, educate, and expand Library services within all of the communities
   Objectives:
   - Support Library programming, such as City Reads
   - Speak at council meetings and other community organizations to promote service and recruit volunteers
   - Encourage community members to take an active part in the library, such as volunteering, being on hand for events, and encouraging others to participate in Friends and Library activities

Goal 3: Look for more opportunities for training for Commissioners and Friends.
   Objectives:
   - Increase advocacy training
   - Continue education in library technology

Commissioners authorized Commissioner Marshburn (Office of Education) and Commission Chair Tang, to complete the Work Plan and authorized Chair Tang to approve the final document to be sent to the Board of Supervisors.

PUBLIC LIBRARY FOUNDATION (PLF)
Commissioner Smith (District IV) said that the PLF is 1 ½ % of the Library’s budget at $322,000. Future budget cuts are assured. It is clear that it is necessary to advocate for continued funding of the PLF.

Commissioners authorized Commission Chair Tang to write a letter to the Governor, on behalf of the Library Commission, urging preservation of the PLF as the 2010-2011 State budget is being developed.

12. NEW BUSINESS

WEB 2.0 LIBRARY SERVICES
Due to time constraints, the Commission decided to table this item to a future Library Commission meeting.

ACTIVITIES IN LIEU OF THE ANNUAL LEGISLATIVE DAY IN SACRAMENTO
Commissioner Smith (District IV) explained that CLA is not holding a Legislative Day in Sacramento because of the drop in attendance, particularly due to the lack in funding for travel from Southern California.

CALTAC is concerned that cutting back in library advocacy will hurt libraries. Libraries need to continue meeting with legislators to remain in the forefront. Many legislators represent a number of jurisdictions. The only time that these legislators meet with library supporters from the jurisdictions that they represent as a group is in Sacramento during CLA’s Legislative Day. Smith suggested organizing a group to travel
to Sacramento and meet with legislators and provide them with the library success stories.

Commissioners agreed that the chances are better that the meeting with be with the legislator when meeting in their own district; especially if our group is flexible to last minute changes in schedules by the legislators. When meeting in Sacramento, even with their efforts to meet with us, legislators are busy and the meetings tend to be with their staff.

Commissioner Atkinson (Clayton) pointed out not to discount talking to the staff of legislators. She added that it was after Clayton’s group met with legislator’s staff, it was the staff person sitting on the bond board that recommended supporting Clayton’s bond application for a new library.

Commissioner Marshburn (Office of Education) said that the education budget is being cut by 40% per student. Schools have eliminated school libraries. She expressed concern over what children going to do and how are all of the people who use libraries for job searching, resumes and research are going to get what they need.

The Action Alert from November 18 titled, Legislative Analyst's Office Projects $20.7 Billion Budget Problem was distributed (attachment to the minutes). Smith said that Commissioners and Friends groups need to use public comment time to advocate for the importance of libraries. Smith is willing to conduct three advocacy workshops for Commissioners and Friends groups.

“Tips for Lobbying Your Legislator During Difficult Budget Years”, by Mike Dillion and Christtina Dillon DiCaro, CLA Lobbyists was shared (attachment to the minutes). Commissioners plan to share this information with their Friends groups.

Commissioners agreed to have workshops conducted by Commissioner Smith on the first three Saturdays in March 2010, as this is the time that cities are focused on budgets. There will be a meeting in Central, East and West County. The specifics will be provided once available. Decisions to travel to Sacramento to meet with legislators will be determined following the March advocacy training. Smith added: take the “H” out of “no whining” and it equals “winning.”

13. AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS
- Web 2.0
- District I Supervisor, John Gioia, District III Supervisor Mary Piepho, and District V Supervisor, Federal Glover will be invited to attend a future meeting.
- Update on the continued collaboration with schools in library technology and electronic resources.
- Library Budget (March 2010)
- Sunset Review Process for Advisory Bodies
- Library Operating Agreement

14. ADJOURNMENT TO THE JANUARY 2010 LIBRARY COMMISSION MEETING
The Library Commission meeting adjourned at 9:00 p.m.

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Submitted by Corinne Kelly
Executive Secretary
Contra Costa County Library