CONTRA COSTA COUNTY LIBRARY COMMISSION
AGENDA ATTACHMENT 3

MEETING DATE: Thursday, September 22, 2011
AGENDA ITEM #: 9
ITEM: CORRESPONDENCE

RECOMMENDED ACTION:

- None
Email Log Entry

Your Email log has been received and will be reviewed immediately.

Ticket # 1872

<table>
<thead>
<tr>
<th>Date of original Email:</th>
<th>9/1/2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Text of Email:</td>
<td>Commission mail, brainfuse</td>
</tr>
<tr>
<td></td>
<td>to: <a href="mailto:ccclibcommission@ccclib.org">ccclibcommission@ccclib.org</a></td>
</tr>
<tr>
<td></td>
<td>Hello, why did ccclib terminate Brainfuse? I liked brainfuse, it really helped me with my homework. Without brainfuse, I have no homework help and we don't have the money for a tutor. Could you please consider bringing back brainfuse? Thank you!</td>
</tr>
<tr>
<td>Name: neill</td>
<td></td>
</tr>
<tr>
<td>Assigned to:</td>
<td>Ask Staff - Reference ()</td>
</tr>
<tr>
<td>Status:</td>
<td>Closed</td>
</tr>
</tbody>
</table>

Reply Date: 9/2/2011

Reply:
Hello Neill, due to budget cuts the Library is no longer able to provide access to Brainfuse's Online Homework Help. For help with homework and research, see our Databases page, Research Guide, Kids Homework Help Guide, or the Middle/High School Guide that includes links to other online homework help resources. If you have questions about using these resources, ask your local librarian or contact the library through chat or email. These resources are available on the Library website - ccclib.org. 

-Paula

Additional Notes: 

Last Updated: 9/2/2011
Your Email log has been received and will be reviewed immediately.

Ticket # 1867

Date of original Email: 8/26/2011

Text of Email:

commission mail, Martinez Library Remodel

to: ccclibcommission@ccclib.org

comments: The following comment is intended for Commissioner Greg Enholm.

Commissioner Enholm,

Thank you for your kind comment on the outside garden at the newly remodeled Martinez library as described in the Martinez News-Gazette. The garden was designed and installed well before the interior of the library was remodeled. Our office provided the landscape design pro bono for the Martinez Arts and Library Commission. The garden was designed specifically for the younger library user, parents and staff. Central to our library garden design concept is the mosaic of a woman (parent) reading to her children. It is my hope the mosaic will convey the importance of parents reading to their children. Our office worked closely with the Library Commission and the artist Jane Kelly to transform the mosaic concept into reality.

Kindly,

Frank Kluber

Name: Frank Kluber, ASLA, LEED AP

e-mail address: fkluber@kluber-and-associates.com

Assigned to: Not yet assigned

Status: Closed

Reply Date: 8/26/11
Dear Contra Costa Library Administrators,

I have been a frequent patron of the Contra Costa Library since my youth, have often gone to your events, and have recently attended your free book giveaway at the Central branch. I have been told by an employee at the library administration today that the books that were not collected by patrons are being recycled at an undisclosed location. I have been frequenting the book donations for the past few weeks and have noticed a majority are in good quality. I would like to know why these books will be recycled as opposed to being donated to sites listed below.

I understand that your non-fiction books are out of date (i.e. the many books regarding political science developments, technological/scientific advances, and cultural observations), however, I do not understand the purpose of recycling fiction books. Fiction books, while some may reflect the current events in the author’s environment, cannot be deemed to be archaic and lacking purpose other than low circulation rates. If you know that enough of books are of good enough quality that you could give away these books to local residents, could you not also donate the remaining books to from regional to international charities which then could be passed onto libraries or communities that do not have many books? Perhaps not the books published in 1984 about lobbying, but fiction books that are not put into much circulation for one reason or another could perhaps be read.


I understand that due to county-wide staffing cuts, in addition to reduced library hours, makes it very difficult to coordinate the labor associated with donating, but if this is possible, please consider these above options.

Thank you

Annie Wu

Annie U

Subject: Donated Books

Warren, Elliot (Collection Development/Technical Services Manager)

Closed

Dear Ms. Wu,

Thank you for expressing your concern about the disposition of withdrawn Library materials. Contra Costa County Library’s Book Give-Away program is designed to support the Library’s mission of encouraging reading and early literacy development within the local community while also helping the library ensure that its circulating collections include materials that are currently in demand by patrons, contain up-to-date information and are not damaged. The Library accomplishes this task by following Board of Supervisors approved County policy and is charged with doing so in as cost-efficient a manner as possible.


Chapter 6 (page 68) describes in great detail a number of distinct practices and procedures which are utilized by Library staff to ensure that materials withdrawn are no longer useful for the Library’s collections. One of these procedures, the Dusty Book Report, describes how materials which have not been used over the past three years should be assessed by staff to determine if they are appropriate for the give-away. Fiction books which have not been utilized over a three year period, may, in many cases, be offered to the community via the book give-away, when they match those guidelines. Many items which appear on the Dusty Book Lists are not, in fact, withdrawn, but, instead, are reassigned to a different Community Library or put aside to help support the development of collections for new library facilities. Those which cannot be reassigned are offered via the Book-Give-away process.

The Library is regulated by the Board of Supervisors Resolution 981480 (in the Matter of Directing the County Librarian to Arrange for Disposal of Surplus Library Materials), issued September 1998. It states that the County Librarian “may make arrangements with the County Purchasing Agent to dispose of surplus library material to ‘Friends’ organizations, community organizations and other governmental agencies in any other way deemed appropriate.”

The Book Give-Away is designed to do so. It begins with a week in which local Friends groups, educators, non-profit organizations and governmental agencies are invited to take materials that support their organizational missions, including the Friends’ missions to support local library services via book-sales. During
that week, a very large proportion of the materials offered are taken by such entities. During the next few weeks, the general community is invited to obtain these materials. By the end of the Book Give-away, local residents and/or local community organizations have removed the vast majority of offered Give-Away materials.

The Library is not permitted to sell Surplus County Property or offer it to organizations which do not match the guidelines provided in Resolution 981460. The Library has, traditionally, offered left-over Book-Give-away materials to other Contra Costa County Departments. At other times, materials have been held for the next annual Book Give-Away. Recycling is only used as a last resort, when no other cost-efficient possibilities exist. It has not yet been determined what will be done with any remaining Give-Away materials in 2011.

Thank you for your interest in Library Book-Give-Away practices. It shows you have an interest in helping the Library better serve the public, and we appreciate that. Please feel free to let me know if you have any further concerns or ideas.

Sincerely,

Elliot Warren
Collection Development/Technical Services Manager

Additional Notes:

Last Updated: 9/9/2011
Email Log Entry

Your changes have been saved. The status has changed. If this issue was assigned to anyone, they also received a copy.

Ticket # 1853

Date of original Email: 7/15/2011

Text of Email:

Lafayette Library (old)
to: ccllibcommission@ccclib.org

comments: Hi,

My name is Chris Hayes. I am the Technical Director of Lafayette's Town Hall Theatre. I am very interested in speaking with someone about the old, now empty location of the Lafayette Library. We at Town Hall are interested in using it as a place for our Education Department to gather.

In exchange for maintenance and care for the facility while it sits dormant, we would like to use it as our second space for a few months. I am qualified as an experienced Facilities Manager, as well as a former Contractor, and Project Manager. In other words we will exchange quality facility care for space use. Our primary facility, The Town Hall Theatre is just a few doors down. Our business is an established, insured and respected service provider for our community. Thanks for your time and consideration.

Chris Hayes
Technical Director
Town Hall Theatre
Lafayette, CA

Name: Chris Hayes
e-mailaddress: chris.hayes@townhalltheatre.com
phone: 925-283-6673

Reply:

Mr. Hayes,

The County is in the process of transferring this property to the City of Lafayette. The cost for the County's Real Estate Services team to prepare, process, and close the lease would not be cost effective for the County as we do anticipate the building being transferred to the City in the near future. Thank you for your consideration of the old Lafayette Library facility.

Best Regards,

Tim Ewell
Interim Senior Deputy County Administrator
County Administrator's Office
Contra Costa County
551 Pine Street, 10th Floor
Martinez, CA 94553
Phone: (925) 335-1036
Fax: (925) 646-1353
insert into tblEmailLog (status, date_time, odate) values ('Open', '8/26/2011 5:22:57 PM', '8/26/2011')
Executive Secretary

Email Log Entry

Your Email log has been received and will be reviewed immediately.

Ticket # 1868

<table>
<thead>
<tr>
<th>Date of original Email:</th>
<th>8/26/2011</th>
</tr>
</thead>
</table>
| Text of Email :         | May meeting  
                          to: ccclibcommission@ccclib.org  
                          comments: I was present for the May meeting although I was marked  
                          absent for some reason. I suggested at that meeting the follow-up from  
                          the Contra Costa Juvenile Hall librarian, which we had in July.  
                          Thanks.  
                          Penny Prater  
                          emailaddress: pennyprater340@gmail.com |
| Assigned to:            | Corinne Kelly (Executive Secretary) |
| Status:                 | Closed |

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<table>
<thead>
<tr>
<th>Reply Date :</th>
<th>8/26/2011</th>
</tr>
</thead>
</table>
| Reply:       | The correction will be made.  
               Thank you for bringing this to our attention. |
| Additional Notes: | = |
| Last Updated: | 8/26/2011 |
Senator Loni Hancock  
Room 5035 State Capitol  
Sacramento CA 9814

Subject: Library Funding Support

Dear Senator Hancock

On behalf of the Contra Costa County Library Commission, thank you for supporting the 2011-12 state budget which included funding for critically needed library programs. These included:

- California Library Services Act
- Library Literacy programs
- Public Library Foundation

These vital programs help partially fund library operations, the inter-library lending program, Braille and Talking Book Library, and teaching adults to read. While the funding was reduced from prior years, it was important that these programs be maintained for the over 1,000,000 Californians who use public libraries every day.

Again, thank you for your long support of public libraries.

Sincerely,

[Signature]

Carol Brown,  
Chair, Contra Costa County Library Commission

cc: Gayle Uilkema, Chair Contra Costa County Board of Supervisors  
David Twa, County Administrator  
Library Commissioners
August 5, 2011

Assembly member Nancy Skinner
PO Box 942849
State Capitol
Sacramento CA 94249-0014

Subject: Library Funding Support

Dear Assembly member Skinner,

On behalf of the Contra Costa County Library Commission, thank you for your extraordinary leadership on the Conference Committee and for supporting the 2011-12 state budget which included funding for critically needed library programs. These included:

- California Library Services Act
- Library Literacy programs
- Public Library Foundation

These vital programs help partially fund library operations, the inter-library lending program, Braille and Talking Book Library, and teaching adults to read. While the funding was reduced from prior years, it was important that these programs be maintained for the over 1,000,000 Californians who use public libraries every day.

Again, thank you for your leadership and long support of public libraries.

Sincerely,

Carol Brown,
Chair, Contra Costa County Library Commission

cc: Gayle U. Kema, Chair Contra Costa County Board of Supervisors
    David Twa, County Administrator
    Library Commissioners
August 5, 2011

Assembly member Joan Buchanan
PO Box 942849
State Capitol
Sacramento CA 94249-0015

Subject: Library Funding Support

Dear Assembly member Buchanan

On behalf of the Contra Costa County Library Commission, thank you for supporting the 2011-12 state budget which included funding for critically needed library programs. These included:

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- Public Library Foundation

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Again, thank you for your long support of public libraries.

Sincerely,

[Signature]

Carol Brown,
Chair, Contra Costa County Library Commission

cc: Gayle Uilkema, Chair Contra Costa County Board of Supervisors
    David Twa, County Administrator
    Library Commissioners
August 5, 2011

Assembly member Susan Bonilla
PO Box 942849
State Capitol
Sacramento CA 94249-0011

Subject: Library Funding Support

Dear Assembly member Bonilla,

On behalf of the Contra Costa County Library Commission, thank you for your extraordinary leadership as Chair of the Budget Subcommittee #2 on Education Finance and for supporting the 2011-12 state budget which included funding for critically needed library programs. These included:

- California Library Services Act
- Library Literacy programs
- Public Library Foundation

These vital programs help partially fund library operations, the inter-library lending program, Braille and Talking Book Library, and teaching adults to read. While the funding was reduced from prior years, it was important that these programs be maintained for the over 1,000,000 Californians who use public libraries every day.

Again, thank you for your leadership and long support of public libraries.

Sincerely,

[Signature]

Carol Brown,
Chair, Contra Costa County Library Commission

cc: Gayle Loma, Chair Contra Costa County Board of Supervisors
    David Twa, County Administrator
    Library Commissioners
August 5, 2011

Senator Mark DeSaulnier
Room 5035 State Capitol
Sacramento CA 95814

Subject: Library Funding Support

Dear Senator DeSaulnier,

On behalf of the Contra Costa County Library Commission, thank you for supporting the 2011-12 state budget which included funding for critically needed library programs. These included:

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- Public Library Foundation

These vital programs help partially fund library operations, the inter-library lending program, Braille and Talking Book Library, and teaching adults to read. While the funding was reduced from prior years, it was important that these programs be maintained for the over 1,000,000 Californians who use public libraries every day.

Again, thank you for your long support of public libraries.

Sincerely,

Carol Brown,
Chair, Contra Costa County Library Commission.

cc: Gayle Uilkema, Chair Contra Costa County Board of Supervisors
    David Twa, County Administrator
    Library Commissioners
August 5, 2011

Senator Mark DeSaulnier
Room 5035 State Capitol
Sacramento CA 9814

Subject: Library Funding Support

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- Public Library Foundation

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Sincerely,

[Signature]

Carol Brown,
Chair, Contra Costa County Library Commission

cc: Gayle Uilkema, Chair Contra Costa County Board of Supervisors
    David Twa, County Administrator
    Library Commissioners