CONTRA COSTA COUNTY LIBRARY COMMISSION
AGENDA ATTACHMENT 1

MEETING DATE: Tuesday, August 21, 2012
AGENDA ITEM #: 6

ITEM: ACCEPTANCE OF MINUTES

RECOMMENDED ACTION:

Commissioners will approve or amend the minutes for the meeting of June 13, 2012.
MEETING OF THE LIBRARY COMMISSION'S "ONE-CLICK BUTTON" COMMITTEE
MINUTES

DATE: Wednesday, June 13, 2012

1. CALL THE MEETING TO ORDER
Commissioner Greg Enholm (District V), Library Commission's One-Click Button Committee Chair, called the meeting to order at 2:32 p.m.

2. ROLL CALL

<table>
<thead>
<tr>
<th>LASTNAME</th>
<th>FIRSTNAME</th>
<th>TITLE</th>
<th>REPRESENTING</th>
<th>PRESENT</th>
<th>ABSENT</th>
<th>EXCUSED</th>
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</thead>
<tbody>
<tr>
<td>Enholm</td>
<td>Greg</td>
<td>One-Click Button Committee Member of the Library Commission</td>
<td>CCC District V</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Smith</td>
<td>Alan</td>
<td>One-Click Button Committee Member of the Library Commission</td>
<td>CCC District IV</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
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Total One-Click Button Committee: 2
Total One-Click Button Committee Members Present: 2
With -2- One-Click Button Committee Members Present, a quorum was established

3. INTRODUCTIONS
None.

4. ITEMS FROM THE PUBLIC
None.

5. APPROVAL OF AGENDA
The "One-Click Button" Committee of the Library Commission approved the agenda for the June 13, 2012 meeting.

6. OLD BUSINESS

7. DRAFT "ONE-CLICK BUTTON" PROPOSAL
The "One-Click Button" Committee discussed a proposal, that will come from the Commission, to the Board of Supervisors, asking them to adopt a board order that will place a direct link button to the County Library on the County homepage, and make a recommendation that each city's/town's website include a "one-click button" link that identifies the Contra Costa County Library and links to the city's community library.

Commissioner Smith (District IV) suggested changing the title from "One-Click button" to "Homepage Library Click"; and the Committee agreed.

Smith said that Alpine County, the least populated county in California, has a link to the public library on the left side of its website's homepage. He gave other examples of city/county websites that have direct links to libraries on website homepages, including: City of Sacramento; City of Lafayette, City of Richmond, City of San Diego, Yolo County, and more.

Commissioner Enholm (District V) suggested approaching the County before approaching other cities/towns about adopting the County Library link on the County Website's homepage. Enholm's recent attempt to access the Library on the County's Website took at least five clicks before he reached the Library's Website. A link on the County's homepage that directly links to the County Library would improve community access to the Library and library resources and services. Other government entities may follow suit in including a Homepage Library Click button if the County takes the lead on adopting this service. If the County adopts the "Homepage Library Click" then the Commission could ask other government entities to consider adopting it for their website's Homepage.
The Committee suggested that the “Homepage Library Click” be designed with the Library’s logo. Then clicking on it would bring the user to the local community library page, when placed on the cities/towns’ website. The Homepage Library Click would also remind the local communities that their library is a Contra Costa County Library.

Enholm mentioned his conversation with a Hercules Councilmember about the Homepage Library Click button concept, and the Councilmember was interested in it.

The Committee discussed how the Commission should approach the Board of Supervisors about the Homepage Library Click button. The Committee will prepare a draft board order for the Commission’s approval that proposes that the County consider a Homepage Library Click button. The Committee will use a Board Order template for the draft and include the draft board order in the July 26, 2012 Library Commission agenda packet for Commissioners to consider. The Commission will review/edit the draft board order during their July 26, 2012 meeting. Once the Commission approves a final draft, the draft will be submitted as a board order for the Board of Supervisors’ consideration.

Items of concern with this proposed board order were discussed, including:

- How long does the Commission propose that the Board adopt the practice before the Commission approach the cities/towns to consider the same service for their websites.

- Can the number of times the Homepage Library Click button is accessed be determined. Good numbers can be helpful when the Commission approaches the cities/towns with the idea and can demonstrate value.

- The Committee is concerned that the Homepage Library Click proposal excludes Richmond, and Richmond is a part of the County, but not part of the the County Library, but Richmond should be invited to participate in the County’s Homepage Library Click access. The City of Richmond has a seat on the County Library Commission in the By-Laws as adopted by the Board of Supervisors. The Committee discussed offering the City of Richmond the including a link to the Richmond Library as a part of the Board Order, as an honorary status, in the Homepage Library Click. Richmond is not on the County Library map because it is not a part of the County Library system. The Committee discussed the Library map, and thought that the Richmond Library should be included on the map in a different color than Contra Costa County Libraries, highlighting that there is another library in the County, even if it is not a part of the County Library. The Committee determined that discussing the Richmond Library is not a part of the Committee’s charge, however they expressed that the Commission’s Homepage Library Click proposal should indicate that Richmond could participate. The Committee decided that if the County wants to include the Richmond Library on their Website’s homepage, that would be up to Richmond to approach the County, or visa versa, and design an quick access link. The County Library does not include the City of Richmond.

- The Committee discussed that three cities in Contra Costa County have two County libraires (Antioch/Prewett, San Ramon/Dougherty Station, and Walnut Creek/Ygnacio Valley). They discussed having one button for that city’s homepage that connected to both community libraries. This is a programming issue for the County Library, however the Committee suggested that it should be kept simple. The Committee expressed that the Homepage Library click button lead to the County Library homepage instead of the City’s community library, unless the city would prefer differently; this also raises awareness that the community library is a part of Contra Costa County.
City/town websites provide community members with a plethora of links to sites such as recreation classes and locations, farmers markets, recycling, residential services such as water, PG&E, garbage, community services, city council, housing, and more. Cities/towns’ wepages are an excellent resource for new community members. The Committee determined that the Homepage Library Click Button is a valuable service to government entities that choose to adopt it. It offers community members simple access to services that the Library offers.

The Committee will draft a general board order, for the Commission consider during the July 26, 2012 Library Commission meeting. If the Commission approves, the board order will be submitted to the Board of Supervisors asking that a Homepage Library Click button be added to the County Website’s homepage.

8. **ADJOURNMENT to the REGULAR SCHEDULED JULY 26, 2012 LIBRARY COMMISSION MEETING**
The Homepage Library Click Committee of the Library Commission meeting adjourned at 3:20 p.m.

Submitted by Corinne Kelly
Executive Secretary
Contra Costa County Library