MEETING OF THE LIBRARY COMMISSION
A G E N D A

DATE: Thursday, September 27, 2012
TIME: 7:00 p.m.
LOCATION: Library Administration, Room C
75 Santa Barbara, Pleasant Hill, CA 94523
- Electronic agenda packet viewing is available at: http://guides.ccclib.org/commission
- Hard copy agenda packets are available for viewing at each Contra Costa County Library

The Library Commission will provide reasonable accommodations for persons with disabilities planning to attend Library Commission meetings who contact Library Administration at least 48 hours before the meeting, at (925) 646-6423.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa County Library Commission to a majority of members of the Library Commission less than 96 hours prior to that meeting are available for public inspection at Library Administration, 75 Santa Barbara Road, Pleasant Hill, CA 94523.

Library Commissioners, please call Corinne Kelly, Executive Secretary, at (925) 927-3206 by 5 p.m. Wednesday, September 26, 2012 if you will NOT be at the meeting. A quorum must be established before a meeting can be held. A record is maintained of Commissioner’s attendance.

1. 7:00 p.m. CALL THE MEETING TO ORDER
The Library Commission Chairperson will call the meeting to order.

2. COMMISSION BOOKSHELF
Library Commissioners can provide suggestions for current reading.

3. ROLL CALL

4. INTRODUCTIONS
Visitors will have an opportunity to introduce themselves; self-introductions are voluntary.

5. ITEMS FROM THE PUBLIC
Speakers from the audience may address the Library Commission on any relevant issue that is not scheduled for the agenda. Public comment can be made on agenda items when the item is discussed. Public comment is limited to three (3) minutes per speaker and speakers may fill out a speaker card. Public comment on agenda items can also be e-mailed to the Library Commission at ccclibcommission@ccclib.org to be received one day prior to the Library Commission meeting.

6. ACTION ACCEPTANCE OF MINUTES – Agenda Attachment 1
Commissioners will approve or amend the minutes for the meeting of July 26, 2012.

7. ACTION APPROVAL OF AGENDA
Commissioners will approve or amend the agenda for the meeting of September 27, 2012 and confirm time allocation for each agenda item.

8. ACTION ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS – Agenda Attachment 2
Commissioners or Library staff may make announcements regarding the Library Commission and Library or Friends group activities of interest to other Library Commission members.

9. CORRESPONDENCE – Agenda Attachment 3
Receipt and referral of Library Commission correspondence.

10. COUNTY LIBRARIAN REPORT – Agenda Attachment 4
Barbara Flynn, County Librarian, will report on items of interest to Commissioners, including:
- Library Lease Agreement template (can be printed at http://lgdata.s3-website-us-east-1.amazonaws.com/docs/163/555292/Agenda_Attachment - Library_Template.pdf)
11. 7:35 p.m. **OLD BUSINESS**

A. **STATE LIBRARY FUNDING ISSUES** – *Agenda Attachment 5*
   
   **ACTION**
   The Commission will address the current State Library funding.

B. **DISSEMINATION OF COMMUNITY LIBRARY INFORMATION** – *Agenda Attachment 6*
   
   **ACTION**
   The Home Page Library Click Committee of the Commission will provide an update.

C. **COMMISSION MAIL – “Let’s Talk Month”** – *Agenda Attachment 7*
   
   **ACTION**
   Commissioners will consider the communication received in July about the Planned Parenthood Parent - Child Communication program, “Let’s Talk Month”.

12. 8:00 p.m. **NEW BUSINESS**

A. **CALIFORNIA READS** – *Agenda Attachment 8*
   
   Maureen Kilmurray, Senior Community Library Manager: Public Services, share information about the programs and activities taking place in West County as part of the Searching for Democracy California Reads Grant.

B. **LIBRARY A-GO-GO REVIEW AND UPDATE** – *Agenda Attachment 9*
   
   Elliot Warren, Collection Development/Technical Services Manager will provide an update on the Library's Library-a-Go-Go book-lending machines located in Bay Point, El Cerrito and Discovery Bay.

C. **2012 ANNUAL REPORT AND 2013 WORK PLAN PLANNING WORKSHEET** – *Agenda Attachment 10*
   
   The Library Commission is required to submit an annual report and work plan to the Board of Supervisors to satisfy the County’s advisory body annual report requirements. Commissioners will be asked to complete a worksheet and bring it to the November 15, 2012, meeting or return it to ckelley@ccclib.rog or fax to (925) 646-6461, before November 5, 2012. The draft 2012 Annual Report and 2013 work plan will be available for Commissioner’s consideration at the November 15, 2012 meeting.

D. **NOMINATIONS FOR 2013 LIBRARY COMMISSIONER OFFICERS** – *Agenda Attachment 11*
   
   Commissioners will consider making nominations for the Library Commission for 2013. Nominations can be made during this meeting or submitted to Corinne Kelly, Executive Secretary, at Library Administration, 1750 Oak Park Blvd. Pleasant Hill, CA 94523 or by email to ckelley@ccclib.rog. Officers for 2013 will be selected at the November 15, 2012 meeting.

13. **ACTION**

   **AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS**
   
   Commissioners will suggest items for future meetings, including:
   - Honorable Candace Andersen, Board of Supervisors, District 2, will attend the November 15, 2012 meeting.
   - Predicting Success Grant presentation will be given at the November 15, 2012 meeting.
   - Employment or career enhancement library assistance for job seekers
   - Demographic Report from the State Library. Look at ways the Library can meet the needs outlined in the State’s report
   - Patriot Act Update
   - Purpose and duties as a Commission and compare it to the Strategic Plan
   - Strategic Plan Review
   - Information on special library collections, reference directories, newspapers, and periodicals sets (ie: Walnut Creek’s Russian collection; Historical collection {climate controlled} and San Ramon’s jazz collection)
   - Historical societies and the community library connections

14. 9:00 p.m. **ADJOURNMENT TO THE NOVEMBER 15, 2012 LIBRARY COMMISSION MEETING**
Commissioners will adjourn to the November 15, 2012 Library Commission Meeting.