MEETING OF THE LIBRARY COMMISSION

AGENDA

DATE: Thursday, March 28, 2013
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, March 27, 2013 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 January 24, 2013.

7. ACTION APPROVAL OF AGENDA
   Commissioners will approve or amend the agenda for the meeting of March 28, 2013 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
11. 7:35 p.m.  OLD BUSINESS

A.  LAFCO REPORT UPDATE – Agenda Attachment 5
The LAFCO (Local Agency Formation Commission) Library Services Municipal Service Review (MSR)/ Sphere of Influence (SOI) update can be accessed online at
http://www.contracostalafco.org/

B.  STATE LIBRARY FUNDING ISSUES – Agenda Attachment 6
ACTION Commissioners will address the State Library funding.

C.  LIBRARY COMMISSION ROLE AS ADVISORY BODY – Agenda Attachment 7
ACTION County Counsel requested that Commissioners provide a list of questions that they could respond to that would clarify Commissioner’s concerns as to their role as an advisory body to the Board of Supervisors. Commissioners expressed concern as to what they can and cannot do to support libraries as a Commissioner, verses what must be done as a private citizen, or member of a Friends of the Library group, when addressing certain legislation.

D.  REVISIT THE IDEA OF AN OUTREACH SUBCOMMITTEE OF THE COMMISSION – Agenda Attachment 8
ACTION Commissioners will consider the legal boundaries of the Library Commission to create an Outreach Committee and identify a subcommittee of the Commission if Commissioners decide to move forward.

E.  BOARD EFFECTIVENESS TRAINING – Agenda Attachment 9
ACTION Commissioner Smith (District IV) offered to secure a representative from CPLA (California Public Library Advocates: http://www.cpladvocates.org/) to provide board effectiveness training to the Library Commission. Commissioners will determine if this training would be something that they could attend and schedule a meeting date to accommodate Commissioners and the CPLA trainer.

12.  8:00 p.m.  NEW BUSINESS

A.  LIBRARY BUDGET – Agenda Attachment 10
ACTION The Commission will receive a presentation on the 2013-2014 Library budget.

B.  SCR 14-WOLK CELEBRATES "CALIFORNIA LIBRARY WEEK" – Agenda Attachment 11
ACTION Commissioners will consider supporting Senator Wolk’s resolution in support of National Library Week.

C.  LIBRARY CARD VALIDATION – Agenda Attachment 12
ACTION Contra Costa County Library cards are valid for three years from the date of issue and then it expires automatically (e-cards are valid for one year). Accounts must be updated in person at any community library with valid identification and proof of current address.

D.  THE LIBRARY’S STRATEGIC PLAN AND THE COMMISSION’S ROLE – Agenda Attachment 13
ACTION Commissioners will receive an update on the Library Strategic Plan.

E.  COLLEGE DISTRICT 2014 BOND MEASURE – Agenda Attachment 14
ACTION Commissioner Enholm (District V) proposed that the Commission consider participating with the Community College District in their Bond Measure that the District plans for the June 2014 election.

13.  ACTION AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS
ACTION Commissioners will suggest items for future meetings, including:
- County historical society and the Library’s Remember & Go (May)
- Employment or career enhancement library assistance for job seekers
- Ways the Library can meet the needs outlined in the State’s Demographic Report
- Information on special library collections, reference directories, newspapers, and periodical sets (ie: Walnut Creek’s Russian collection; Historical collection {climate controlled} and San Ramon’s jazz collection)
- Ways to increase book donations and sales for Friends of the Library

14.  9:00 p.m.  ADJOURNMENT TO THE MAY 23, 2013 LIBRARY COMMISSION MEETING