MEETING OF THE LIBRARY COMMISSION

Minutes

DATE: Thursday, September 24, 2015

1. CALL THE MEETING TO ORDER

Commission Chair, Rodger Lum (Town of Moraga), called the meeting to order at 7:03 p.m.

2. COMMISSION BOOKSHELF

<table>
<thead>
<tr>
<th>Title</th>
<th>Author</th>
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<tbody>
<tr>
<td>After the Prophet: The Epic Story of the Shia-Sunni Split in Islam</td>
<td>Lesley Hazelton</td>
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<td>Moment of Battle</td>
<td>Jim Lacey and Williamson Murray</td>
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<td>An African in Greenland</td>
<td>Tete-Michel Kpomassie</td>
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<td>The Innovators: How a Group of Hackers, Geniuses and Geeks Created the Digital Revolution</td>
<td>Walter Isaacson</td>
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<td>The Boom: How Fracking Ignited the American Energy Revolution and Changed the World</td>
<td>Russell Gold</td>
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<td>Cubed: A Secret History of the Workplace</td>
<td>Nikhil Saval</td>
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<td>Personal Memoirs of U.S. Grant</td>
<td>Ulysses S. Grant</td>
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<td>A Curious Discovery: An Entrepreneur’s Story</td>
<td>John Hendricks</td>
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<td>Wuthering Heights</td>
<td>Emily Bronte</td>
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<td>Noah’s Compass</td>
<td>Anne Tyler</td>
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<td>Benjamin Franklin: An American Life</td>
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ROLL CALL

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<td>Novas</td>
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<td>Phillips</td>
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Library Commission Minutes
September 24, 2015

Rise | Diane | Library Commissioner | CCC District 2 | X
Ruehlig | Walter | Library Commissioner | City of Antioch | X
Sakata | Karen | Library Commissioner | Office of Education | X
Scott | Bryan | Library Commissioner | CCC District 3 (Alternate) | X
Sison | Ruth | Library Commissioner | Contra Costa Community College District | X
Smith | Alan B. | Library Commissioner | CCC District 4 | X
Taherian | Suzy | Library Commissioner | Town of Danville | X
Vaid | Dr. Pramod | Library Commissioner | CCC District 3 | X
Valdez | Margie | Library Commissioner | Central Labor Council | X
Waterson | Judi | Library Commissioner | City of Concord | X
Wernet | Patty | Library Commissioner | Town of Moraga (Alternate) | X
Wilson | Peter | Library Commissioner | CCC District 4 (Alternate) | X
Woo | Janice | Library Commissioner | City of El Cerrito | X
Woodrow | Don | Library Commissioner | CCC District 1 | X

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

With 16 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 2016 the special appointees will be counted as follows:
Three representative votes count with the County:
- Friends Council
- Contra Costa Council
- Contra Costa Community College District
Two representative votes count with the cities:
- Central Labor Council
- Superintendent of Schools

4. INTRODUCTIONS
Lisa Chow, District IV Representative for Supervisor Mitchoff, introduced herself.

5. ITEMS FROM THE PUBLIC
A member of the public commented on the use of Tor internet systems and asked if the Contra Costa County Library allowed the use of Tor. County Librarian Hudson stated that the Library system does not currently use Tor.

6. ACCEPTANCE OF MINUTES
One corrections were made to the minutes from the July 23, 2015, 2015 meeting:

1. Lisa Chow, District IV Representative for Supervisor Mitchoff, was not included under “Introductions”.

Commissioners adopted the minutes of the July 23, 2015 meeting with the above corrections as amended.

*Recorded votes –

AYES: Joyce Atkinson, City of Clayton; Katherine Bracken, City of Pleasant Hill; Vivian Faye, City of Brentwood; Arnold Fitzpatrick, City of Oakley; Kathy Gilcrest, City of San Ramon; Mary Ann Hoisington, City of Lafayette; Juan Kelly, City of Orinda; Lisa Kennedy, CCC District 5; Roger Lum, Town of Moraga; Charlene O’Rourke, City of Pinole; Julia Miner, CCC District 2 (Alternate); Alan B. Smith, CCC District 4; Dr. Pramod Vaid, CCC District 5; Margie Valdez, Central Labor Council.

NO: Janice Woo, City of El Cerrito

ABSTENTION: Laura Canciamilla, City of Pittsburg.

VACANT: Contra Costa Council; City of Richmond; City of San Pablo
7. APPROVAL OF AGENDA

Vice Chair Woo (City of El Cerrito) asked about moving agenda item number 8, Items of interest to the Commission and Announcements, to the end of the agenda. After discussion, the moving of agenda item number 8 will be added to the agenda for the November 19, 2015 meeting.

Commissioners* approved the agenda for the meeting of September 24, 2015.

*Recorded votes –

AYES: Joyce Atkinson, City of Clayton; Katherine Bracken, City of Pleasant Hill; Laura Canciamilla, City of Pittsburg; Vivian Faye, City of Brentwood; Arnold Fitzpatrick, City of Oakley; Kathy Gilcrest, City of San Ramon; Mary Ann Hoisington, City of Lafayette; Juan Kelly, City of Orinda; Lisa Kennedy; CCC District 5; Roger Lum, Town of Moraga; Charlene O’Rourke, City of Pinole; Julia Miner, CCC District 2 (Alternate); Alan B. Smith, CCC District 4; Dr. Pramod Vaid, CCC District 5; Margie Valdez, Central Labor Council; Janice Woo, City of El Cerrito.

VACANT: Contra Costa Council; City of Richmond; City of San Pablo

NOT PRESENT: Kathy Fuller, City of Martinez; Jessica Lawler, Friends Council; Lynn A. Meisch, City of Walnut Creek; Brian Miller, City of Hercules; Walter Ruehlig, City of Antioch; Karen Sakata, Office of Education; Ruth Sison, Contra Costa Community College District; Suzy Taherian, Town of Danville; Judi Waterson, City of Concord; Don Woodrow, CCC District 1.

8. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS

Commissioner Miner (District II Alternate) shared that San Ramon and Danville are about to start their annual Two Cities, 1 Tale city-wide read, featuring *The Art of Racing in the Rain* by Garth Stein.

Commission Smith (District IV) talked about the annual California Public Library Advocates award which recognizes library supporters such as elected officials, trustees, and commissioners for their support and advocacy. He also shared that the Hayward Library groundbreaking will be held on October 3rd. County Librarian Hudson will be the speaker at the next Mayor’s Conference, held at the Walnut Creek Library; Commissioner Smith invited all Commissioners to attend.

Commissioner Scott (District III Alternate) gave an overview of the Foundation and City Council journey towards the funding of a new Brentwood Library. He handed out a press release that the Foundation will be releasing on the further movement on the library project. Some Commissioners had questions about if redevelopment funds that might be owed back to the State from the City will hinder the project; Commissioner Scott does not believe it will.

Commissioner Faye (City of Brentwood) recently attended and assisted with the City Read event in Brentwood featuring Vanessa Diffenbaugh, author of *The Language of Flowers*.

Commissioner Woo (City of El Cerrito) shared that the El Cerrito Rotary is again supporting the El Cerrito Library Foundation with their annual “Sip and Savor” event. Tickets are $90 for two attendees and last year’s event generated more than $11,000 for the Foundation.

Commissioner Hoisington (City of Lafayette) passed out a flyer on upcoming events at the Lafayette Library and Learning Center.

Commission Lum (Town of Moraga) stated that the Friends of the Moraga Library’s recent book sale brought in $3200. Commissioner Lum also shared that the Moraga FOL would like to re-donate any unsold materials to other FOL groups if they are interested. Commissioner Faye suggested that Friends groups post their sale
information online, so that book sellers are aware of the sales. Commissioner Canciamilla (City of Pittsburg) asked if materials could be send overseas; Commissioners discussed options for redistributing donated materials that do not sell.

Commissioner Atkinson (City of Clayton) noted that the next Clayton Friends of the Library book sale will be held on October 18th.

9. CORRESPONDENCE

There were no items of correspondence for the Library Commission.

10. COUNTY LIBRARIAN REPORT

County Librarian Hudson reported on the closure of the San Ramon Library; the facility closed in August 2015 and is planned to reopen with a 3500 square foot expansion in March 2017. Staff have been moved to the Dougherty Station Library and a small outlet facility was opened at the San Ramon Community Center to serve community member who do not wish to drive to Dougherty Station or Danville.

The Library created a task team more than a year ago to review the Library-A-Go-Go machines; although they were initially popular, there is minimal use on the machines partly due to faulty technology. The Library plans to decommission the machines, pending notification to interested parties, and is looking at alternative services to provide to those communities.

The Library participated in the Lunch at the Library program at various locations this summer, providing meals to hungry children in partnership with a State program and local school districts. The program has been very successful and it is anticipated that it will continue next year.

11. OLD BUSINESS

STATE LIBRARY FUNDING ISSUES

There was no discussion on State Funding as there have been no new issues or updates since the last meeting.

ANNUAL REPORT STRUCTURE

Commissioner Woo started the discussion on an update to the annual report structure, continued from the last meeting. She recommended that the focus on the annual report be narrowed to 5 items, based on the top items selected by the Commissioners at the last meeting.

Commissioner Woo moved that each commissioner, including alternates, list specific actions that they or the Commission as a whole have taken to fulfill the five top objectives for 2015; and that these lists be sent to the Commission Chair and Vice Chair by email or postal mail no later than November 6, 2016. She further moved that any Commissioner wishing to propose goals and objectives for inclusion in the 2016 Commission Annual Work Plan, submit these in writing to the Commission Chair or Vice Chair by email or postal mail no later than November 6, 2015; and a) that it be articulated how suggested goals relate to the Commission’s purpose or duties as stated in its bylaws, and b) that the suggested objectives be accompanied by a description of actions to achieve the objective.

The Commissioner discussed the above motion and approved* it as stated.
12. NEW BUSINESS

AMERICAN LIBRARY ASSOCIATION CONFERENCE

Commissioner Smith shared that he has found the California Library Association Conferences more helpful than the American Library Association Conferences but that he attended the Trustee/Commissioner Round Table, a program where libraries were used as passport centers and netted a profit, as well as a Copyright Law panel.

Commissioner Miner felt inspired following the Conference and particularly enjoyed a session where she saw speaker Gloria Steiner.

Commissioner Faye appreciated the extra events that took place around the Conference, including a program at the Castro Valley Library that hosted an LGBT and multicultural event.

Commissioner Bracken (City of Pleasant Hill) felt that the Nuts and Bolts for Friends program was very helpful and shared good basic information and principles appropriate for many different groups. She was interested in the “Get Involved” volunteer program run by the State Library; the library has a system-wide volunteer coordinator and contact information for this staff member will be shared with Commissioners.

NOMINATIONS FOR 2016 LIBRARY COMMISSION OFFICERS

Commissioner Smith nominated Rodger Lum for the office of Chair. Commissioner Hoisington nominated Janice Woo for the office of Vice Chair. Commissioners have up to the next Commission meeting on November 19, 2015 to nominate additional candidates for the Chair and Vice Chair officers.

A Commissioner requested that nominees for the officer spots include a biography so that the Commissioner have a more full idea of the candidates. Commissioners also asked if the nominees could be asked questions prior to be voted on.

2015 ANNUAL REPORT AND WORK PLAN FOR 2016

County Librarian Hudson included a second item on the topic of the Annual Report and Work Plan to remind Commissioners that they will be voting on a completed Annual Report and Work Plan for the coming year at the November meeting. Commissioners can submit items for inclusion to the report as per the prior agenda item on the topic. County Librarian Hudson also spoke about the Library Commission’s two upcoming evaluations; the triennial review process through the County and the sunset date of June 30, 2016 and potential reauthorization. The topic will be added to the agenda for further discussion at the next meeting.

13. AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS

November 19, 2015 meeting:
Library Commission Minutes
September 24, 2015

- "East Bay Stand Down"
- Annual Report and 2016 Work Plan
- Reauthorization/Triennial Review
- Nominations for Officers
- Moving Agenda Item #8 to further in the agenda
- Update on Little Free Libraries
- eBooks and Expanding Awareness of their use for the Homebound
- Library and School Partnerships
- How Volunteers can Help in Libraries
- Discussion of altering meeting Site Locations
- Trips to local libraries on Non-Commission meeting days

14. ADJOURNMENT TO THE November 19, 2015 LIBRARY COMMISSION MEETING
Commissioners adjourned the meeting at 8:37 p.m.

Submitted by Jessica Hudson
County Librarian, Contra Costa County Library