MEETING OF THE LIBRARY COMMISSION
AD HOC COMMITTEE ON COMMISSION ORGANIZATION

Minutes

DATE: Thursday, June 9, 2016

1. CALL THE MEETING TO ORDER
Chair called the meeting to order at 5:30 p.m.

2. ROLL CALL
Ad Hoc Committee members: Chair Alan Smith (District IV), Laura Canciamilla (City of Pittsburg), Kathy Gilcrest (City of San Ramon), Brian Miller (City of Hercules), Mary Ann Hoisington (City of Lafayette) and Katherine Bracken (City of Pleasant Hill) were present. Ad Hoc Committee member Peter Wilson (District IV Alternate) was excused. Also present were Chief Assistant County Administrator Allison Picard and Interim County Librarian Terry Speiker.

3. ITEMS FROM THE PUBLIC
There were no items from the public.

4. ANNOUNCEMENTS AND ITEMS OF INTEREST
There were no announcements or items of interest.

5. COMMISSION ORGANIZATION
The Committee members discussed revisions to the agenda. Commissioner Miller (City of Hercules) made a motion to permanently remove the commission bookshelf from the agenda. The motion was unanimously approved.

*Recorded votes –
AYES: Katherine Bracken, City of Pleasant Hill; Laura Canciamilla, City of Pittsburg; Kathy Gilcrest, City of San Ramon; Mary Ann Hoisington, City of Lafayette; Brian Miller, City of Hercules; Chair Alan B. Smith, CCC District 4

NOT PRESENT: Peter Wilson (District IV Alternate)

The Committee members discussed changing “Items from the Public” to “Public Comment.” Commissioner Gilcrest motions for the change and the motion was unanimously approved.

*Recorded votes –
AYES: Katherine Bracken, City of Pleasant Hill; Laura Canciamilla, City of Pittsburg; Kathy Gilcrest, City of San Ramon; Mary Ann Hoisington, City of Lafayette; Brian Miller, City of Hercules; Chair Alan B. Smith, CCC District 4

NOT PRESENT: Peter Wilson (District IV Alternate)

The Committee members discussed adding “action” or “discussion” next to each item on the agenda. Commissioner Miller motions for the change and the motion was unanimously approved.

*Recorded votes –
AYES: Katherine Bracken, City of Pleasant Hill; Laura Canciamilla, City of Pittsburg; Kathy Gilcrest, City of San Ramon; Mary Ann Hoisington, City of Lafayette; Brian Miller, City of Hercules; Chair Alan B. Smith, CCC District 4

NOT PRESENT: Peter Wilson (District IV Alternate)

The Committee members discussed the number of commission meetings. Commissioner Hoisington motions to keep the number of commission meetings at six and the motion was unanimously approved.
*Recorded votes –

AYES: Katherine Bracken, City of Pleasant Hill; Laura Canciamilla, City of Pittsburg; Kathy Gilcrest, City of San Ramon; Mary Ann Hoisington, City of Lafayette; Brian Miller, City of Hercules; Chair Alan B. Smith, CCC District 4

NOT PRESENT: Peter Wilson (District IV Alternate)

For the September Library Commission meeting, the Chair would like to discuss how communications between Commissioners and library staff can be coordinated.

The Committee members discussed how agendas are shared with Commissioners, the Board of Supervisors and others. Commissioner Bracken motions to change Section X, Item D of the Commission Bylaws so that all agendas and minutes will be sent electronically rather than by U.S. Mail. The motion was unanimously approved.

*Recorded votes –

AYES: Katherine Bracken, City of Pleasant Hill; Laura Canciamilla, City of Pittsburg; Kathy Gilcrest, City of San Ramon; Brian Miller, City of Hercules; Chair Alan B. Smith, CCC District 4

NOT PRESENT: Mary Ann Hoisington, City of Lafayette; Peter Wilson (District IV Alternate)

The Chair notes that the Contra Costa Council is now the East Bay Leadership Council and this should be updated in the Bylaws

The Committee members discussed the membership of the Commission. The Chair and Interim County Librarian Terry Speiker discussed drafting letters which will be sent to the “Special Representatives” to seek input from the groups on continued participation with the Commission and whether or not they would be interested in becoming ex-officio members.

Chief Assistant County Administrator Allison Picard asked a question about section XI of the Commission Bylaws which discusses voting. It is determined that some numbers in Items A and B are incorrect and need to be updated.

The Committee members discussed the alternates. Commissioner Gilcrest motions to continue to run the meetings with participation by the alternates as is. Commissioners Bracken and Miller were opposed.

*Recorded votes –

AYES: Laura Canciamilla, City of Pittsburg; Kathy Gilcrest, City of San Ramon; Chair Alan B. Smith, CCC District 4

OPPOSED: Katherine Bracken, City of Pleasant Hill; Brian Miller, City of Hercules

NOT PRESENT: Peter Wilson (District IV Alternate)

The Committee members discussed the idea of holding public hearings in the different supervisorial districts in order to solicit input from members of the different communities.

Chief Assistant County Administrator Allison Picard needed to consult with County Counsel on what kind of hearings the Commission is allowed to convene.

7. NEW TOPICS FOR DISCUSSION AND SCHEDULING OF NEXT MEETING

Committee members would like to discuss the Commission Bylaws at the next meeting. The next Ad Hoc Committee meeting is scheduled for Thursday, June 30 at 5:30 p.m.

8. ADJOURNMENT

The meeting adjourned.
Submitted by Brooke Converse
Department and Community Media Relations Coordinator, Contra Costa County Library