MEETING OF THE LIBRARY COMMISSION
AGENDA

DATE: Thursday, November 15, 2018
TIME: 7:00 p.m. LIBRARY COMMISSION MEETING
LOCATION: LIBRARY ADMINISTRATION, Second Floor, Quail Room
777 Arnold Drive, Suite #210, Martinez, CA  94553

- 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) 608-7700.

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 Contra Costa County Library Administration, 777 Arnold Drive, Suite 210, Martinez, CA 94553.

Library Commissioners, please call Library Administration, at (925) 608-7700 by 5 p.m. Wednesday, November 14, 2018 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.  (5 mins.) CALL THE MEETING TO ORDER / ROLL CALL
   The Library Commission Chair will call the meeting to order. Commissioners will introduce themselves for the record.

2.  7:05 p.m.  (5 mins.) INTRODUCTIONS
   Visitors will have an opportunity to introduce themselves; self-introductions are voluntary.

3.  7:10 p.m.  (5 mins.) PUBLIC COMMENT – Agenda Attachment 1
   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.

PRESENTATIONS

4.A  7:15 p.m.  Presentation (20 mins.) FIRST5 OF CONTRA COSTA
   Sean Casey, Executive Director of First5 Contra Costa will speak about the organization and possibilities for partnering with the County Library.

4.B  7:35 p.m.  Presentation (10 mins.) CCC Library & First5
   Librarian Specialist Amy Mockoski will speak about past collaborations with First5 Contra Costa and answer commissioners’ questions.
CONTINUED BUSINESS

5. 7:45 p.m.
    DISCUSSION
    (25 mins.)
    WORKING COMMITTEE REPORTS – Agenda Attachments 2 and 3
    A. Commissioner Wilson will report on the activities of the Work Plan & Annual Report
       Working Committee. (10 minutes)
    B. Commissioner A. Smith will report on the activities of the Legislative Working
       Committee. (10 minutes)
    C. Commissioner Bracken will report on the activities of the Nominating Working
       Committee. (5 minutes)

NEW BUSINESS

6.A 8:10 p.m.
    ACTION
    (10 mins.)
    NOMINATIONS AND ELECTION OF 2019 LIBRARY COMMISSION OFFICERS
    Chair of the Ad Hoc Nominating Committee Commissioner Bracken will present the slate of
    candidates to the Commission. Commission Chair Miller will take nominations from the floor
    and the Election of Library Commission Officers for 2019 will be held.

B 8:20 p.m.
    ACTION
    (10 mins.)
    SET COMMISSION MEETING DATES FOR 2019 – Agenda Attachment 4
    Commissioners will vote to adopt meeting dates for 2019.

C 8:30 p.m.
    ACTION
    (10 mins.)
    2018 ANNUAL REPORT AND WORK PLAN FOR 2019 – Agenda Attachment 5
    The Library Commission is required to submit an annual report and work plan to the Board
    of Supervisors in December to satisfy advisory body requirements. The commissioners will
    vote to submit these draft reports to the Board as presented or with any suggested edits.

OTHER BUSINESS

7. 8:40 p.m.
    ACTION
    (10 mins.)
    ACCEPTANCE OF MINUTES – Agenda Attachment 6
    Commissioners will approve or amend the minutes for the meeting of September 27, 2018.

8. 8:50 p.m.
    (5 mins.)
    ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS
    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. 8:55 p.m.
    ACTION
    (5 mins.)
    COUNTY LIBRARIAN WRITTEN REPORT – Agenda Attachment 7
    County Librarian Melinda Cervantes submits a written report report on items of interest to
    Commissioners.

10. 8:55 p.m.
    ACTION
    (5 mins.)
    AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS
    Commissioners will suggest items for future meetings.

11. 9:00 p.m.
    ACTION
    (10 mins.)
    ADJOURNMENT TO THE January XX 2019 LIBRARY COMMISSION MEETING.