MEETING OF THE LIBRARY COMMISSION

A G E N D A

DATE: Thursday, January 17, 2019
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, January 16, 2019 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, 2, 3
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.

PRESENTATION

4.  7:15 p.m. Presentation (15 mins.) PROJECT EQUITABLE ACCESS – Agenda Attachment 4, 5, 6
Deputy County Librarian Nancy Kreiser and Media Relations Coordinator Brooke Converse will update the Commission on Project Equitable Access, show the new video and share talking points with the commissioners.

CONTINUED BUSINESS

5.  7:30 p.m. DISCUSSION (30 mins.) WORKING COMMITTEE REPORTS
A. Commissioner Wilson will report on the activities of the Work Plan & Annual Report Working Committee. Commissioners will report on their activities that support the 2019 Work Plan (15 minutes)
B. Commissioner A. Smith will report on the activities of the Legislative Working Committee. (15 minutes)
NEW BUSINESS

6.A 8:00 p.m.  
ACTION  
(10 mins.)
COMMISSION BYLAWS REVISION – Agenda Attachment 7  
Commission will review proposed language revisions re: commission meeting schedule and vote to approve.

B 8:10 p.m.  
ACTION  
(20 mins.)
STRATEGIC PLAN DRAFT – Agenda Attachment 8  
Deputy County Librarian Gail McPartland will present the draft of the updated Strategic Plan which the Commission will vote to adopt.

C 8:30 p.m.  
ACTION  
(5 mins.)
COMMISSION MEETING SCHEDULE 2019 – Agenda Attachment 9

OTHER BUSINESS

7. 8:35 p.m.  
(5 mins.)
ACCEPTANCE OF MINUTES  
The minutes for the meeting of September 27, 2018 will be provided at the next meeting on Thursday, March 21, 2019.

8. 8:40 p.m.  
(15 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. 8:50 p.m.  
(5 mins.)
COUNTY LIBRARIAN REPORT  
County Librarian Melinda Cervantes submits a verbal 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  
ADJOURNMENT TO THE March 21, 2019 LIBRARY COMMISSION MEETING, to be held at the Concord Library, 1900 Salvio Street, Concord 94519.

ITEMS TO CALENDAR

1. The Library Annual Forum will be at the San Ramon Library on April 27, 2019 from 8:30 am until 1pm.
2. The July 18, 2019 Commission meeting will be held at the Brentwood Library.