MEETING OF THE LIBRARY COMMISSION

DATE: Thursday, November 20, 2014
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 Jessica Hudson, County Librarian, at (925) 646-6423 by 5 p.m. Wednesday, November 19, 2014 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 September 25, 2014.

7. ACTION APPROVAL OF AGENDA
   Commissioners will approve or amend the agenda for the meeting of November 20, 2014 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
    Jessica Hudson, County Librarian, will report on items of interest to Commissioners.
11. 7:30 p.m. OLD BUSINESS

A. STATE LIBRARY FUNDING ISSUES - Agenda Attachment 5
Commissioners will address the State Library funding.

B. UPDATE ON PROGRESS OF WAR INK- Agenda Attachment 6
Commissioners will hear an update on the launch and media reception of the War Ink project as well as planning for phase 2.

C. ELECTION OF 2015 LIBRARY COMMISSION OFFICERS —Agenda Attachment 7
Commissioners will have the opportunity to nominate additional candidates.
- Commissioner Alan Smith (District IV) agreed to be nominated to Vice Chair.
- Commissioner Leonard McNeil (San Pablo) agreed to be nominated to Chair.
Commissioners will elect 2015 officials of the Library Commission.

D. 2014 ANNUAL REPORT AND WORK PLAN FOR 2015 —Agenda Attachment 8
Library Commissioners will consider the Draft 2014 Annual Report and 2015 Work Plan. The Commission will be asked to authorize the Chair and Vice-chair to review the final document and authorize that it be sent to the Board of Supervisors to satisfy advisory body requirements.

12. 8:15 p.m. NEW BUSINESS

A. PROJECT SECOND CHANCE-LITERACY SERVICES IN WEST COUNTY
Presentation from Laura Seaholm, Adult Literacy Program Manager, on the expanding literacy services in West County.

B. LIBRARY COMMISSION MEETING DATES—Agenda Attachment 9
Commissioners will confirm the meeting dates for 2015.

B. PROMOTING LIBRARY SERVICES TO COMMUNITIES
Commissioners will discuss ways that they can assist in promoting library services to their communities.

13. ACTION AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS
Commissioners will suggest items for future meetings, including:
- Contra Costa County Historical Society
- 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: Historical collection {climate controlled} and San Ramon’s jazz collection)

14. 9:00 p.m. ADJOURNMENT TO THE 2015 LIBRARY COMMISSION MEETING