MEETING OF THE LIBRARY COMMISSION

Minutes

DATE: Thursday, November 20, 2014

1. CALL THE MEETING TO ORDER
Commission Chair, Shirley Peck (City of Brentwood), called the meeting to order at 7:00 p.m.

2. COMMISSION BOOKSHELF

<table>
<thead>
<tr>
<th>Title</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soldier Girls: The battle of three women at home and at war</td>
<td>Helen Thorpe</td>
</tr>
<tr>
<td>North Star Over My Shoulder: A flying Life</td>
<td>Bob Buck</td>
</tr>
<tr>
<td>Simple Dreams: A musical Memoir</td>
<td>Linda Ronstadt</td>
</tr>
<tr>
<td>Late Life Jazz: The Life and Career of Rosemary Clooney</td>
<td>Ken Crossland and Malcolm Macfarland</td>
</tr>
<tr>
<td>September in the Rain: The Life of Nelson Riddle</td>
<td>Peter J. Levinson</td>
</tr>
<tr>
<td>Operation Solo: The FBI's Man in the Kremlin</td>
<td>John Barron</td>
</tr>
<tr>
<td>Breakfast: A History</td>
<td>Heather Arndt Anderson</td>
</tr>
<tr>
<td>The Bridge at Remagen: The Story of World War II</td>
<td>Ken Hechler</td>
</tr>
<tr>
<td>Back in the Saddle Again</td>
<td>Gene Autry</td>
</tr>
<tr>
<td>I Always Loved You: A novel</td>
<td>Robin Oliveira</td>
</tr>
</tbody>
</table>

3. ROLL CALL

<table>
<thead>
<tr>
<th>LASTNAME</th>
<th>FIRSTNAME</th>
<th>TITLE</th>
<th>REPRESENTING</th>
<th>PRESENT</th>
<th>ABSENT</th>
<th>EXCUSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atkinson</td>
<td>Joyce</td>
<td>VACANT</td>
<td>Contra Costa Council</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>VACANT</td>
<td>City of Richmond</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>VACANT</td>
<td>CCC District 5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>VACANT</td>
<td>City of Orinda</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ayalin</td>
<td>Cip</td>
<td>Library Commissioner</td>
<td>City of Clayton</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Boyd</td>
<td>Jeanne</td>
<td>Library Commissioner</td>
<td>City of Clayton (Alternate)</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Bracken</td>
<td>Katherine</td>
<td>Library Commissioner</td>
<td>City of Pleasant Hill</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Bustamante</td>
<td>Sonia</td>
<td>Library Commissioner</td>
<td>City of San Pablo (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Diamond</td>
<td>Katie</td>
<td>Library Commissioner</td>
<td>Town of Danville</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Faye</td>
<td>Vivian</td>
<td>Library Commissioner</td>
<td>City of Brentwood (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Fuller</td>
<td>Kathy</td>
<td>Library Commissioner</td>
<td>City of Martinez</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Gabriel</td>
<td>Andrew</td>
<td>Library Commissioner</td>
<td>City of Hercules (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Giulian</td>
<td>Karen</td>
<td>Library Commissioner</td>
<td>City of Oakley (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Herrick</td>
<td>Leanne</td>
<td>Library Commissioner</td>
<td>City of Pittsburg (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Hoisington</td>
<td>Mary Ann</td>
<td>Library Commissioner</td>
<td>City of Lafayette</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Jackson</td>
<td>Gerry</td>
<td>Library Commissioner</td>
<td>City of Pittsburg</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Joseph</td>
<td>Mary</td>
<td>Library Commissioner</td>
<td>City of Oakley</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Kindall</td>
<td>Gayle</td>
<td>Library Commissioner</td>
<td>City of Martinez (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Kivel</td>
<td>Andy</td>
<td>Library Commissioner</td>
<td>Contra Costa Community College District (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>LaLanne</td>
<td>Yvonne</td>
<td>Library Commissioner</td>
<td>City of Walnut Creek (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Lawler</td>
<td>Jessica</td>
<td>Library Commissioner</td>
<td>Friends Council</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Lum</td>
<td>Rodger</td>
<td>Library Commissioner</td>
<td>Town of Moraga</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Magann</td>
<td>Kathy</td>
<td>Library Commissioner</td>
<td>City of Pinole (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>McNeill</td>
<td>Leonard</td>
<td>Library Commissioner</td>
<td>City of San Pablo</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mehdizadeh</td>
<td>Mojdeh</td>
<td>Library Commissioner</td>
<td>Contra Costa Community College District</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Meisch</td>
<td>Lynn A.</td>
<td>Library Commissioner</td>
<td>City of Walnut Creek</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>O'Rourke</td>
<td>Charlene</td>
<td>Library Commissioner</td>
<td>City of Pinole</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Panas</td>
<td>Tom</td>
<td>Library Commissioner</td>
<td>City of El Cerrito (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Peck</td>
<td>Dr. Shirley</td>
<td>Library Commissioner</td>
<td>City of Brentwood</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Phillips</td>
<td>Laurie</td>
<td>Library Commissioner</td>
<td>City of Lafayette (Alternate)</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Prater</td>
<td>Penny</td>
<td>Library Commissioner</td>
<td>City of San Ramon</td>
<td></td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
Riise | 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 |
Smith | Alan B. | Library Commissioner | CCC District 4 | 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 (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: 25
Commission positions vacant: 4
Commission quorum: 15

With 24 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: Two representative votes count with the cities:
- Friends Council - Central Labor Council
- Contra Costa Council - Superintendent of Schools
- Contra Costa Community College District

4. INTRODUCTIONS

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

Edi E. Birsan, Councilmember for the City of Concord, introduced himself.

5. ITEMS FROM THE PUBLIC

None.

6. ACCEPTANCE OF MINUTES

Two corrections were made to the minutes from the September 25, 2014 meeting:

1. Commissioner Smith (CCC District IV), page 3, item 8, line 4: replace “SB7” with “SCA7.”
2. Commissioner Smith (CCC District IV), page 5, item 12, Nominations for Chair and Vice Chair for 2015: replace “Vice Chair: Commissioner Smith accepted nomination,” to “Commission Smith agrees to accept a nomination for Vice Chair.”

Commissioners adopted the minutes of the September 25, 2014 with the above corrections as amended.

*Recorded votes –

AYES: Joyce Akinson, City of Clayton; Cip Ayak, City of Hercules; Katherine Bracken, City of Pleasant Hill; Vivian Faye, City of Brentwood (Alternate); Kathy Fuller, City of Martinez; Andrew Gabriel, City of Hercules (Alternate); Mary Ann Hoisington, City of Lafayette; Mary Joseph, City of Oakley; Jessica Lawler, (Friends Council); Yvonne LaLanne, Friends Council; Roger Lum, Town of Moraga; Kathy Magann, City of Pinole (alternate); Lyn A. Meisch, City of Walnut Creek; Charlene O'Rourke, City of Pinole; Tom Panas, City of El Cerrito (Alternate); Dr. Shirley Peck, City of Brentwood; Diane Riise, CCC District 2; Walter Ruehlig, City of Antioch; Karen Sakata, Office of Education; Bryan Scott, District 3 (Alternate); Alan B. Smith, CCC District 4; Dr. Pramod Vaid, CCC District 3; Margie Valdez, Central Labor Council; Janice Woo, City of El Cerrito; Don Woodrow, CCC District 1.

VACANT: Contra Costa Council; City of Orinda; City of Richmond; CCC District 5.

NOT PRESENT: Jeanne Boyd, City of Clayton (Alternate); Sonia Bustamante, City of San Pablo (Alternate); Katie Diamond, Town of Danville; Karen Giulian, City of Oakley (Alternate); Leanne Herrick, City of Pittsburg (Alternate); Gerry Jackson, City of Pittsburg; Gayle Kindall, City of Martinez (Alternate); Andy Kivel, Contra Costa Community College District (Alternate); Jessica Lawler, Friends Council; Leonard McNeil, City of San Pablo; Mojdeh Mehdizadeh, Contra Costa Community College District; Penny Prater, City of San Ramon; Judi Waterson, City of Concord (alternate).
7. APPROVAL OF AGENDA
Commissioners* approved the agenda for the meeting of November 20, 2014.

*Recorded votes –

AYES: Joyce Atkinson, City of Clayton; Cip Ayailn, City of Hercules; Katherine Bracken, City of Pleasant Hill; Vivian Faye, City of Brentwood (Alternate); Kathy Fuller, City of Martinez; Andrew Gabriel, City of Hercules (Alternate); Mary Ann Hoisington, City of Lafayette; Mary Joseph, City of Oakland; Jessica Lawler, (Friends Council); Yvonne LaLanne, Friends Council; Roger Lum, Town of Moraga; Kathy Magann, City of Pinole (alternate); Lynn A. Meisch, City of Walnut Creek; Charlene O'Rourke, City of Pinole; Tom Panas, City of El Cerrito (Alternate); Dr. Shirley Peck, City of Brentwood; Diane Riise, CCC District 2; Walter Ruehig, City of Antioch; Karen Sakata, Office of Education; Bryan Scott, District 3 (Alternate); Alan B. Smith, CCC District 4; Dr. Pramod Vald, CCC District 3; Margie Valdez, Central Labor Council; Janice Woo, City of El Cerrito; Don Woodrow, CCC District 1.

VACANT: Contra Costa Council; City of Orinda; City of Richmond; CCC District 5.

NOT PRESENT: Jeanne Boyd, City of Clayton (Alternate); Sonia Bustamante, City of San Pablo (Alternate); Katie Diamond, Town of Danville; Karen Giullian, City of Oakley (Alternate); Leanne Herrick, City of Pittsburg (Alternate); Gerry Jackson, City of Pittsburg; Gayle Kindall, City of Martinez (Alternate); Andy Kivel, Contra Costa Community College District (Alternate); Jessica Lawler, Friends Council; Leonard McNeill, City of San Pablo; Mojdeh Mehdiabadi, Contra Costa Community College District; Penny Prater, City of San Ramon; Judi Waterson, City of Concord (alternate).

8. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS

Commissioner Meisch (City of Walnut Creek) shared that a new Walnut Creek Library Working Group has been established to discuss funding for the Walnut Creek and Ygnacio Valley Library extra public service hours. The Working Group includes Library Administration and Library staff, Friends of the Library, Library Foundation members, City staff and Library Commissioners. The Group will meet next on December 15, 2014.

Commissioner Smith (CCC District 4) requested Commissioners read the California Library Association (CLA) Conference notes contained in the Commission packet. He delivered his fifth presentation at CLA, which was held in Oakland, November 7-9:

- Commissioner Smith (CCC District 4) retired from the California Public Library Advocates (CPLA) board after 15 years of service. He attended two sessions lead by state Librarian Greg Lucas and shared that Mr. Lucas is very concerned about literacy in the state.

- CPLA raised $2,500 which was awarded to Siskiyou County Library, under the leadership of Michael Perry. The funds will be used to help rebuild the Weed Library which was destroyed by the fire.

- He reported the importance of sharing “outcomes” rather than statistics alone, a technique that’s being practiced in Colorado libraries. Providing brief outcomes when talking with legislators and city council members will be much more effective than unanchored statistics.

- A public hearing moderated by Commissioner Smith (CCC District 4) was held on October 7 at the Cesar Chavez branch of Oakland Public Library. Its purpose was to educate the public about Oakland Public Library’s role as a vital resource and the budget gap of $2.5-$3.5 million that will force cuts to the library’s budget which could mean the equivalent of 6-8 branch closures.

- The California Library Association produce their first “Ask” document requesting minimum funding for libraries across the state which was to be shared with the incoming legislature. Commissioner Smith suggests library commissioners go to Sacramento on December 1 and visit their legislators, thank them and suggest more funding.

Andrew Gabriel (City of Hercules, Alternate) announced that Hercules Library is having a potluck for Friends of the Hercules Library, the Foundation and Commission members on December 12 at 6:00 pm.

Tom Panas (City of El Cerrito, Alternate) announced that the El Cerrito Rotary Club’s annual fundraiser raised $11,000 in funds, and part of those proceeds will be given to support the future El Cerrito Library project.
Mary Ann Hoisington (City of Lafayette) thanked the Library for distributing the Community Service Plans. She gave copies to the Lafayette City Council. Friends of the Lafayette Library will host a recognition event to honor staff and the Foundation. Library Commissioners are invited to come to Lafayette Library programs.

County Librarian Jessica Hudson routed a newspaper article to commissioners entitled, “Journey from illiteracy to Poetry,” featuring “ike” Eikanger, who learned to read in Contra Costa County Library’s (CCCL) Project Second Chance. In the article, Mr. Eikanger describes his literacy journey which culminated in a published book titled A Journey from Illiteracy to Poetry.

Dr. Shirley Peck (City of Brentwood) suggested that Commissioners read Commissioner Smith’s notes on CLA. She announced that the November 20th meeting would be her last as Commission Chair, and is turning over the gavel, but promised that she will continue to be involved through the Brentwood Library Foundation.

Commissioner Faye (City of Brentwood, alternate) circulated San Francisco Public Library’s City Read flyer for the purpose of sharing ideas. Commissioner Faye shared that Napa County Library has Tumblebooks, an electronic resource, and it was confirmed that CCCL has same. She added that she visited the National Library in Cape Town, South Africa last month.

9. CORRESPONDENCE
There was no new correspondence that required responses. Commissioner Woo (City of El Cerrito) asked why some correspondence came to the Commission when it does not always directly relate to Commission business. County Librarian Hudson responded that there are multiple other methods to contact the Library including the ask@ccclib.org email, the 1-800 number, and the Library Administration email. The Library Commission email link is only located on the Library Commission page but some people post their messages on multiple links, such as forwarded their message to both the Library Administration email and the Library Commission email.

10. COUNTY LIBRARIAN REPORT
County Librarian Hudson provided an update on the new Pleasant Hill Library project at the request of Commissioner Smith (CCC District 4). The City of Pleasant Hill has appointed a Task Force comprised of Friends of the Pleasant Hill Library, the City staff and elected officials, School District staff, County Library staff and representatives from Park and Recreation Department. The group has been in place since April 2014 and serves as both education and outreach to spread the word about building a new library, to identify funding, and where a new facility might be built. There are several of potential sites: the present site, the lot on the opposite side of Monticello and a lot behind the school that back up to Beatrice Rd. The Task Force group is looking for feedback through an online survey where the FAQs are also available. The goal is to identify a new site in January or February 2015. The current Pleasant Hill Library has space for both Library Administration and the public library however a new facility will house the public library only. Library Administration would need to move to a vacant County building that would supply housing for Administrative services, Shipping, Automation, Technical Services, and potentially the Project Second Chance main offices.

County Librarian Hudson is also acting as Deputy County Librarian, Support Services during the position’s vacancy and she’s learned a great deal about the systems that support circulation and online services. She attended a conference in Nashville in October on CARL.X, the system that supports circulation processes.

County Librarian Hudson shared that we recently hired two new Senior Community Library Managers: Kimberli Buckley, Pittsburg Library and Bay Point Library and Patrick Remer, Pleasant Hill Library. The recruitment for Community Library Manager will open soon to fill the current vacancies in Oakley and Moraga. A recruitment for Librarians opened on Monday November 17th and over two hundred applications are expected for five vacancies.
The Oakley Library secured an architectural firm to produce artistic exterior renderings of a potential new library. The City of Oakley is starting to look at building a new library because the community needs more capacity than is feasible within the current space. The architectural renderings describe the library as a “Lantern in the Park” due to its abutment to an outdoor park/amphitheater.

The California Library Association Conference was held in Oakland this year and 52 employees—a huge portion of the library’s work force—were able to attend in order to participate in professional development. County Librarian Hudson presented three sessions at CLA.

Additional updates were made to the new Standard of Behaviors policy and related materials, with County Counsel making final draft reviews. Once final, the policy will be submitted for the County Board of Supervisors for approval. The Antioch Library is continuing to review security options and has recently installed a lock on the staff workroom door with proximity badge keys to come. Other security updates include looking at fencing around the outside of the building.

11. OLD BUSINESS

A. STATE LIBRARY FUNDING ISSUES
Commissioner Smith (CCC District 4) reported on State funding and suggested attendees read a two-page document provided by CLA which includes the long range perspective. Mike Dillon, CLA Lobbyist, reported that last year’s extra funding only came about because of letters that were sent to the legislature and visits on Legislature Day. If Commissioners attend the December 1st event in Sacramento, they should ask for additional funds for libraries.

B. UPDATE ON THE PROGRESS OF WAR INK
County Librarian Hudson provided an update on War Ink (www.warkin.org). The site launched on Veteran’s Day with great news coverage, lots of visits to the site, and continued viewings of the video. 130 media venues reported on War Ink and included locations as far afield as Canada and Europe. Beyond print media, Chris Brown, Project Manager and Senior Community Library Manager of the Walnut Creek Libraries, and Jason Dietch, Project Manager, were on KQED discussing War Ink with veterans from the project. A PR launch was held at CLA on opening day where large vinyl photos of the veterans were hung. The photographic images were striking in comparison to the actual veterans on hand to attend the opening. Phase 2 of War Ink may be an actual museum exhibit and audio. With many more hours of video content yet to be explored and edited, there are future opportunities for Contra Costa County Library to partner and share Veterans’ stories. Commissioner Hoisington (City of Lafayette) suggested a traveling exhibit to be held in the Pentagon Library and in the Library of Congress.

C. ELECTION OF 2015 LIBRARY COMMISSION OFFICERS
Commissioner McNeil (City of San Pablo) was nominated for Chair via email. Commissioner Lum (Town of Moraga) was nominated for Chair at the November 20, 2014 meeting. Commissioner Smith (CCC District 4) was nominated for Vice Chair at the September 25th, 2014 meeting. He withdrew his name in favor of nominating Commissioner Woo (City of El Cerrito) for the Vice Chair position.

Votes for the Office of Chair: Commissioner Rodger Lum (Town of Moraga)
Ayes:
Joyce Atkinson, City of Clayton; Cip Ayalin, City of Hercules; Katherine Bracken, City of Pleasant Hill; Vivian Faye, City of Brentwood (Alternate); Kathy Fuller, City of Martinez; Andrew Gabriel, City of Hercules (Alternate); Mary Ann Hoisington, City of Lafayette; Mary Joseph, City of Oakley; Jessica Lawler, (Friends Council); Yvonne LaLanne, City of Walnut Creek (Alternate); Kathy Magann, City of Pinole (alternate); Lynn A. Meisch, City of
Walnut Creek; Charlene O’Rourke, City of Pinole; Tom Panas, City of El Cerrito (Alternate); Dr. Shirley Peck, City of Brentwood; Diane Riise, CCC District 2; Walter Ruehlig, City of Antioch; Karen Sakata, Office of Education; Bryan Scott, CCC District 3 (Alternate); Alan B. Smith, CCC District 4; Dr. Pramod Vaid, CCC District 3; Margie Valdez, Central Labor Council; Janice Woo, City of El Cerrito; Don Woodrow, CCC District 1.

Abstain:
Roger Lum, Town of Moraga

Votes for the Office of Vice Chair: Commissioner Woo (City of El Cerrito):
Ayes:
Joyce Atkinson, City of Clayton; Cip Ayalin, City of Hercules; Katherine Bracken, City of Pleasant Hill; Vivian Faye, City of Brentwood (Alternate); Kathy Fuller, City of Martinez; Andrew Gabriel, City of Hercules (Alternate); Mary Ann Hoisington, City of Lafayette; Mary Joseph, City of Oakley; Jessica Lawler, (Friends Council); Yvonne LaLanne, City of Walnut Creek (Alternate); Roger Lum, Town of Moraga; Kathy Magann, City of Pinole (alternate); Lynn A. Meisch, City of Walnut Creek; Charlene O’Rourke, City of Pinole; Tom Panas, City of El Cerrito (Alternate); Dr. Shirley Peck, City of Brentwood; Diane Riise, CCC District 2; Walter Ruehlig, City of Antioch; Karen Sakata, Office of Education; Brian Scott, CCC District 3 (Alternate); Alan B. Smith, CCC District 4; Dr. Pramod Vaid, CCC District 3; Margie Valdez, Central Labor Council; Don Woodrow, CCC District 1.

Abstain: Janice Woo, City of El Cerrito

Commissioner Lum (Town of Moraga) was elected Chair for 2015 and Commissioner Woo (City of El Cerrito) was elected Vice Chair for 2015.

D. 2014 ANNUAL REPORT AND WORK PLAN FOR 2015
A beginning draft of the 2014 Annual Report and 2015 Work Plan was included with the agenda packet for the November 20\textsuperscript{th}, 2014 meetings. Commissioners were requested to submit their form which included goals, activities, accomplishments and trainings by December 12\textsuperscript{th}. Commissioners approved the Chair and Vice Chair receiving the finalized document with Commissioner input and approving it prior to the County Librarian adding the document to the Board of Supervisor’s agenda. The 2014 Annual Work Plan and 2015 Work Plan are used to satisfy advisory body requirements.

*Recorded votes –

AYESE: Joyce Atkinson, City of Clayton; Cip Ayalin, City of Hercules; Katherine Bracken, City of Pleasant Hill; Vivian Faye, City of Brentwood (Alternate); Kathy Fuller, City of Martinez; Andrew Gabriel, City of Hercules (Alternate); Mary Joseph, City of Oakley; Jessica Lawler, (Friends Council); Yvonne LaLanne, Friends Council; Roger Lum, Town of Moraga; Kathy Magann, City of Pinole (alternate); Lynn A. Meisch, City of Walnut Creek; Charlene O’Rourke, City of Pinole; Tom Panas, City of El Cerrito (Alternate); Dr. Shirley Peck, City of Brentwood; Diane Riise, CCC District 2; Walter Ruehlig, City of Antioch; Karen Sakata, Office of Education; Bryan Scott, District 3 (Alternate); Alan B. Smith, CCC District 4; Dr. Pramod Vaid, CCC District 3; Margie Valdez, Central Labor Council; Janice Woo, City of El Cerrito; Don Woodrow, CCC District 1.

ABSTAIN: Mary Ann Hoisington, City of Lafayette.

VACANT: Contra Costa Council; City of Orinda; City of Richmond; CCC District 5.

NOT PRESENT: Jeanne Boyd, City of Clayton (Alternate); Sonia Bustamante, City of San Pablo (Alternate); Katie Diamond, Town of Danville; Karen Giulian, City of Oakley (Alternate); Leanne Herrick, City of Pittsburg (Alternate); Garry Jackson, City of Pittsburg; Gayle Kindall, City of Martinez (Alternate); Andy Kivel, Contra Costa Community College District (Alternate); Jessica Lawler, Friends Council; Leonard McNeill, City of San Pablo; Mojdeh Meh dizadeh, Contra Costa Community College District; Penny Prater, City of San Ramon; Judi Waterson, City of Concord (alternate).

12. NEW BUSINESS

A.PROJECT SECOND CHANCE-LITERACY SERVICES IN WEST COUNTY
Project Second Chance (PSC) is the adult literacy program of Contra Costa County Library, achieving a number of
broad goals: 1) Tutor and Student Recruitment and Support; 2) Community Relations and Public Awareness; and 3) Library Integration.

PSC, Inc. is the (5013c) fundraising arm of PSC and is funding a 20-hour a week staff person in West County for the purpose of expanding adult literacy opportunities in that region. Veronica Kimball is the new literacy staff person who will be headquartered in Hercules Library. PSC, Inc. has agreed to fund this position for 3 years. PSC is excited to have a physical presence in West County because more it allows more chances to connect people with literacy opportunities. PSC serves pre-GED and pre-pre-GED students, most with reading levels below 6th grade. Veronica starts her new position in West County in December 2014.

PSC’s goal in West County is to increase student intakes by 20% and to have at least 5 tutors in training cycles. Popular Ron Shoop book forums will be held to entice potential tutors as new volunteers. These programs have been instrumental in growing new tutors in West County. A plan of operation has been established for expanding adult literacy opportunities in West County. Forty people were served in West County last year and there is still a tremendous need. The goal is to provide easy and equitable service to the whole County.

B. 2015 LIBRARY COMMISSION DATES
Contra Costa County Library Commission will continue to meet on a bi-monthly basis on the 4th Thursday of that month. Dates for 2015 include: January 22, March 26, May 28, July 23, September 24, and November 19. The Commission may want to have a special meeting or change the meeting date in March in order to help review the Library’s 2015-16 fiscal year budget.

C. PROMOTING LIBRARY SERVICES TO COMMUNITIES
Commissioners briefly discussed ways to promote services. Suggestions included: library programs that tie in with arts, social networking; information in multiple languages, special library collections; education on voting. It was decided to hold the topic over to another meeting but to add it earlier in the agenda so that there was time for a more full discussion.

13. AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS

January 22, 2015 meeting:
• Ways to promote library services
• Collaboration with the arts
• Social networking for advocacy
• Bring library to populations not served, by expanding information in multiple languages
• How the library can invigorate the community to vote
• Little free libraries, presented by Liz Ruhland, Senior Community Library Manager, El Cerrito Library

14. ADJOURNMENT TO THE January 22, 2015 LIBRARY COMMISSION MEETING
Commissioners adjourned the meeting at 8:25 p.m.

[Signature]
Submitted by Jessica Hudson
County Librarian, Contra Costa County Library