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CONTRA COSTA COUNTY LIBRARY COMMISSION

A G E N D A

DATE: Thursday, May 26, 2005
TIME: 7:00 p.m.
LOCATION: Contra Costa County Library Headquarters
75 Santa Barbara Road, Pleasant Hill, Administration Conference Room C

 The Library Commission will provide reasonable accommodations for persons with disabilities planning to attend Library Commission meetings who contact Library Administration at least 24 hours before the meeting, at (925) 646-6423.

1. **7:00 p.m. CALL REGULAR 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 all speakers must 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***
Approve or amend the minutes of the meeting March 24, 2005.
7. **ACTION APPROVAL OF AGENDA**
Approve or amend the agenda for the meeting of May 26, 2005.
8. **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 including:
 - Recognition of former Library Commission Chair, Alan Smith.
 - Recognition of former Library Commission Vice-Chair, Regina Brinker.
9. **CORRESPONDENCE - *Agenda Attachment 2***
Receipt and referral of Library Commission correspondence.
10. **REPORT FROM COUNTY LIBRARIAN - *Agenda Attachment 3***
County Librarian will report on items of interest to Commissioners.
11. **BAY AREA LIBRARY & INFORMATION SYSTEM (BALIS) LAY ADVISORY BOARD REPORT**
Information from the BALIS Advisory Board will be given on items of interest to Commissioners.
12. **7:20 p.m. OLD BUSINESS**

A. FUN RUN PRESENTATION & UPDATE – *Agenda Attachment 4*

ACTION Jim Utz, Pleasant Hill Community Foundation Board member, will present a check to the library for the second annual Fun Run/Walk, Power Your Body & Mind @ your library which will be held on July 24, 2005.

Administration Services Officer, Susan Caldwell, will update the Commissioners on the Fun Run/Walk and Commissioners will consider volunteering for the event.

B. ADVISORY BODY REFRESHER TRAINING – *Agenda Attachment 5*

The Library Commission is advisory to the Board of Supervisors. Advisory Body members are required to view the Brown Act and Ethics Orientation instructional videotapes and submit an annual report to the Board of Supervisors. Commissioners will hear about the recent advisory body refresher training that was presented by the Office of the County Administrator.

13. 7:40 p.m. NEW BUSINESS

A. STATUS OF WIRELESS IMPLEMENTATION PLAN FOR CONTRA COSTA COUNTY LIBRARY - *Agenda Attachment 6*

B. LATE FEES ON VIDEOS - *Agenda Attachment 7*

ACTION Library fees for late videos will be discussed. Several patrons and library staff have reported concerns with doubling the fine on videos to \$2/day.

C. FLOATING COLLECTIONS – *Agenda Attachment 8*

The concept of a shared collection or "floating collection" is when materials are not 'owned' by a specific library and the materials stay at the library where they are returned, unless they are routed to other libraries to fill holds. Floating collections have been used by public libraries for 25 years to enhance customer service and to reduce the delivery volume. A student from San Jose State Library will present their team findings on this subject.

D. CONTRA COSTA COUNTY LIBRARY'S BUSINESS CONNECTION WEBPAGE – *Agenda Attachment 9*

Commissioners will learn about the library's new business webpage called "The Business Connection" that offers helpful information for small businesses and start-ups, www.ccclib.org/business/. The webpage development project is a part of a Small Business Services grant funded by a Federal Library Services and Technology Act (LSTA) Grant through the California State Library.

E. USA PATRIOT ACT – *Agenda Attachment 10*

ACTION The Commission passed a Resolution on Section 215 of the USA PATRIOT Act on November 20, 2003 and the County's Board of Supervisors passed a Resolution in the Matter of Preserving Civil Liberties Threatened by the USA Patriot Act on June 3, 2003.

14. ACTION AGENDA SETTING FOR NEXT MEETING

Commissioners will offer items to consider at their July 28, 2005 meeting.

15. 9:00 p.m. ADJOURNMENT TO THE July 28, 2005 LIBRARY COMMISSION MEETING

- Contact telephone number during meeting: (925) 646-6434
- **Library Commissioners**, please call **Corinne Kelly, Executive Secretary**, at (925) 927-3206 by 5 p.m. Wednesday, May 25, 2005 if you will NOT be at the meeting.



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CONTRA COSTA COUNTY LIBRARY COMMISSION

Minutes from Thursday, March 24, 2005

1. CALL REGULAR MEETING TO ORDER

Commission Chair, Walter Ruehlig, called the meeting to order at 7pm.

2. COMMISSION BOOKSHELF

Commissioners provided suggestions for current reading:

Title	Author
Blood on the Street	Charles Gasparino
Soft Cage	Christian Parenti
Force is with you	Stephen Simon

3. ROLL CALL

LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
		VACANT	City of Richmond			
		VACANT	CCC District 1			
Atkinson	Joyce	Library Commissioner	City of Clayton			X
Austin	Earl	Library Commissioner	City of Orinda (Alternate)	X		
Barnhart	Brenda	Library Commissioner	Contra Costa Youth Commission	X		
Bednarz	Ludwik M.	Library Commissioner	CCC District 2	X		
Boyd	Jeanne	Library Commissioner	City of Clayton (Alternate)			X
Brinker	Regina	Library Commissioner	City of Oakley			X
Brown	Carol	Library Commissioner	City of Orinda	X		
Burstyn	Deborah Prager	Library Commissioner	City of Walnut Creek		X	
Butler	Yolanda	Library Commissioner	CCC District 5 (Alternate)			X
Calderwood	Julie	Library Commissioner	City of Martinez	X		
Cleary	Anne	Library Commissioner	Contra Costa Council	X		
Couzens	Beatrice	Library Commissioner	CCC District 3 (Alternate)			X
Dudiak	Ted	Library Commissioner	City of Pittsburg	X		
Enholm	Greg	Library Commissioner	CCC District 5	X		
Fuller	Kathy	Library Commissioner	City of Martinez (Alternate)	X		
Fugazzi	Ron	Library Commissioner	City of Brentwood			X
Goglio	Joseph	Library Commissioner	Contra Costa Central Labor Council	X		
Harbert	Jacquelyn	Library Commissioner	City of Hercules (Alternate)	X		
Hoisington	Mary Ann	Library Commissioner	City of Lafayette	X		
Howlett	Patricia	Library Commissioner	City of Concord (Alternate)			X
Johnson	Wayne	Library Commissioner	City of Pleasant Hill	X		
Loeza	Porfirio	Library Commissioner	City of Pinole	X		
Madfes	Sherry	Library Commissioner	Friends Council			X
Marshburn	Peggy	Library Commissioner	Office of Education			X
Mc Grady	Lloyd	Library Commissioner	City of El Cerrito			X
McClellan	John	Library Commissioner	Town of Moraga	X		
Mengel	Christina	Library Commissioner	Friends Council (Alternate)	X		
Myrick	Dennis	Library Commissioner	Town of Moraga (Alternate)	X		
Nolte	Pauline	Library Commissioner	City of San Ramon	X		
Pearlstein	Helen	Library Commissioner	CCC District 3			X

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LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
Pricco	Susan	Library Commissioner	CC Central Labor Council (Alternate)			X
Ruehlig	Walter	Library Commissioner	City of Antioch	X		
Schmalenberger	Carol	Library Commissioner	City of Pittsburg (Alternate)	X		
Simutis	John D.	Library Commissioner	City of Concord	X		
Smith	Alan B.	Library Commissioner	CCC District 4			X
Taylor	Stan	Library Commissioner	Contra Costa Council (Alternate)			X
Thiele	Beverly	Library Commissioner	City of San Pablo			X
Walters	Andrew	Library Commissioner	City of Hercules			X
Weinberg	Robert	Library Commissioner	CCC District 2 (Alternate)	X		
Wentz	Kelly	Library Commissioner	City of Brentwood (Alternate)			X
Zabrycki	Meg	Library Commissioner	Town of Danville			X

Total Commission positions: 29

Commission positions filled: 27

Commission positions vacant: 2

Commission quorum: 14

With 17 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 2006 the special appointees will be counted as follows:

Three representatives votes count
with the cities

- Central Labor Council
- Superintendent of Schools
- Contra Costa Council

Two representatives votes count
with the County

- Youth Council
- Friends Council

ROLL CALL

4. INTRODUCTIONS

Chair Ruehlig welcomed newly appointed Library Commissioners Porfirio Loeza, representing the City of Pinole; Anne Cleary, representing Contra Costa Council; Christina Mengel, alternate representing the Friends Council. Also present at the meeting: Pleasant Hill resident John Cerrito; library patron Bob Leffman; former Library Commissioner Carroll Beard and his wife Pat; Library Collections and Technical Services Manager, Julie Italiano; Administrative Services Officer, Susan Caldwell; Deputy County Librarian: Public Services, Rose-Marie Westberg; Deputy County Librarian: Support Services, Cathy Sanford; Executive Secretary, Corinne Kelly; County Librarian, Anne Cain.

5. ITEMS FROM THE PUBLIC

There were no items from the public.

6. ACCEPTANCE OF MINUTES - *Agenda Attachment 1*

The minutes from the January 27, 2005 Library Commission meeting were approved as submitted.

7. APPROVAL OF AGENDA

The agenda for the March 24, 2005 Library Commission meeting was approved.

8. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS

Former Library Commissioner Carroll Beard was presented a plaque and an acrylic library logo for his service on the Contra Costa County Library Commission representing the City of Pinole from April 5, 1993 through December 31, 2004. County Librarian Cain mentioned that Beard has been an active member of the Pinole Library Friends and will be missed. Beard plans to spend much of his time at his new residence in Alabama. *(attachment #1 to the minutes)*

A plaque and an acrylic library logo was also prepared for former Commissioner Hope Scott, appointed by District 1, who served on the Library Commission from April 1, 1993 through January 21, 2005. Scott was not able to attend this Commission meeting.

Commissioner Hoisington mentioned the popularity of Lafayette Library's newsletter, prepared by the Branch Librarian. She also shared an invitation for the City of Lafayette's April 17, 2005 kick-off event for the new Lafayette Library.

Commissioner Barnhart said that she was accepted at UC Santa Cruz and this is her final Library Commission meeting. Cain thanked Barnhart for participating on the Library Commission and said that Barnhart is extremely active in the Countywide Youth Commission, which has developed the possible theme for the library's next Teen Reading Program; *See the Movie, Read the Book.*

Commissioner McClellan presented an advertisement slide for the Moraga Friends' bookroom that is shown at the Rheem All-Stadium 4 Theatres in Moraga. The advertisement states that the Friends of the Moraga Library provide thousands of dollars each year for the Moraga Library. The Rheem Theatre charged the Friends a non-profit reduced rate for the publicity and the slide costs \$185 to create. Commissioner Myric arranged a mailing to all residents in Moraga in conjunction with the slide publicity. Results from the publicity include new memberships and donations. Moraga Friends applied for a Starbucks grant and contacted Wells Fargo and Orchard Supply Hardware for grant opportunities.

Chair Ruehlig mentioned library volunteers and suggested that the accumulative hours that volunteers spend on the library's behalf could be used as another form of library publicity. Ruehlig mentioned that he attended January 28, and February 4, 2005 CLA Legislative Day in the District and shared the information packet. Ruehlig mentioned the 28th annual Sutter Delta Run in Antioch that raised \$6,000 for libraries. Ruehlig shared information about the East County Women's Conference on April 1, 2005 for those interested in attending. Ruehlig attended the March 5, 2005 CALTAC workshop at the Dublin Library and shared pictures from the event. The featured speaker was State Librarian Susan Hildreth who shared insight on how libraries can make a difference in the community. County Librarian Cain talked about library collaborations. He shared fundraising ideas from the workshop that included passport processing, selling books by the pound on Friday nights, and he mentioned a Santa Cruz Library has corporations sponsor a promotional piece saying "We All Love Libraries, But Libraries Can't Live on Love Alone" *(attachment #2 to the minutes)*. Commissioner Hoisington added that she also attended this workshop and learned that Friends have been successful recruiting members with reading booths at local farmers markets.

9. CORRESPONDENCE

There were no Library Commission correspondences.

10. REPORT FROM COUNTY LIBRARIAN

County Librarian, Anne Cain, reported that the California Library Association's (CLA) Legislative Day in

Sacramento is on Wednesday, April 20, 2005. Appointments with Contra Costa County State Legislators are being arranged and a sign up sheet was passed around for Commissioners that wish to participate and/or carpool to the event. (*attachment #3 to the minutes*) There are no major library legislative funding items at this time, so these meeting will be mostly to thank the legislators for supporting libraries. Commissioner Austin said that he attended CLA's Legislative Day last year and found the event interesting and that Commissioners should consider participating.

On March 19, 2005, Danville's Senior Branch Librarian, Stephanie vanOgtrop, passed away after a courageous fight with breast cancer. She worked for Contra Costa County Library for 36 years, 25 years as the Branch Librarian in Danville. Cain shared a Contra Costa Times article about vanOgtrop (*attachment #4 to the minutes*).

The library's annual staff training day was on March 14, 2005. The library was closed so that all staff can participate together. Cain mentioned the excellent speakers and training that was made available to staff including author Lynne Lancaster, who wrote *When Generations Collide*, which is about four different generations working together and how the different generations influence the workforce.

Administration Services Officer, Susan Caldwell, announced that July 24, 2005 will be the second annual 5K Fun Run/Walk and said that the library is seeking volunteers and sponsorship. She distributed a sponsorship opportunity flyer (*attachment #5 to the minutes*). Library staff is available to give a presentation about the event to groups that would like more information.

The annual volunteer recognition event at the Board of Supervisors meeting will be Tuesday, April 12, 2005. The recognition will be handled differently this year, with a reception in the Board's new conference room at 2pm, following the regularly scheduled Board of Supervisor's meeting.

11. BAY AREA LIBRARY & INFORMATION SYSTEM (BALIS) LAY ADVISORY BOARD REPORT

There was not a BALIS Advisory Board report.

12. OLD BUSINESS

There was no old business discussed.

13. NEW BUSINESS

LIBRARY BUDGET - Agenda Attachment 3

Administrative Services Officer, S. Caldwell, reported on the library's balanced budget for fiscal year 2005-2006 that was recently submitted to the County Administrator. The County Administrator asked that all departments submit their budgets earlier this year to be able to consider budget changes and reductions.

Caldwell highlighted library expenses including the utilities and general maintenance costs, which make up 7.7% of budget

Caldwell highlighted changes in this year's budget including:

Revenue:

- \$1 million (7%) increase in property tax, determined with the County's Assessor and Auditor
- Unique Management System (UMS), material collection agency

- The State's Public Library Fund (PLF), about \$350,000, which is a 3% decrease in the State budget overall
- Intergovernmental fines and fees

Expenditures:

- Increase in retirement costs and health benefit costs
- Materials budget is restored
- Salary and benefits - 77% of library budget
- Funding two positions for the library's literacy program, Project Second Chance (PSC). State funding has been reduced in literacy programs. PSC's positions were previously funded by the State and fundraising (which will continue).

County Librarian Anne Cain distributed a report and Board Order prepared by the County Administrator, that lists the recommended budget public hearings dates for fiscal year 2005-2006. (*attachment #6 to the minutes*). The handout demonstrates that the County anticipates a \$50.4 million budget shortfall. The library falls under the General Government Functional category on the chart with the 2.65%, or a \$1.0 million shortfall. The County's largest shortfall is in Health & Human Services and Public Safety, which accounts for a 54.9% or a \$20.9 million shortfall. Cain reiterated that the library's budget has been submitted and it is balanced. The library has restored the 25% cut in the materials' budget over the past two years. The library did not give a budget presentation to the Board of Supervisors last year in order to allow the Board to focus on departments that were facing difficult cuts and is not expected to give a budget presentation this year.

LIBRARY GIFTS AND COLLECTION DEVELOPMENT - Agenda Attachment 4

Julie Italiano, Collection Development/Technical Services Manager, reviewed the library's process for accepting gifts for the library's collection.

First, Italiano shared her library services background that includes twenty years with the Contra Costa County Library working in various libraries, and serving as Branch Librarian, opening new libraries including Clayton, and for the past two years managing Technical Services. She expressed her advantage that she has worked on both sides of library service and added that gifts are an important part of the collection.

The Technical Services' team developed a plan to manage gift donations, clear the backlog of new material, release current orders to vendors, and produce fund reports. Italiano explained that the plan was highly successful. She reviewed the details of the plan in the Commission agenda packet that included the number of gifts cataloged and processed for each library from December 2004 through February 2005.

In addition to catalog input, processing includes material evaluation, security stripping and labeling. Each library submits a quarterly statistical report that lists the number of titles added to the collection.

Library gifts, and the policy and procedure for accepting gifts, are outlined in the Commission agenda packet. Processing gift material is more time consuming compared to new orders that may come in multiple copies and be pre-labeled, such as the anticipated July 16, 2005 delivery of the new *Harry Potter* book. Gift material is folded into the daily receiving material process. Commissioners were informed about the selection criteria guidelines for gift material. Branch Librarians receive gifts and assess the material based on the library's collection. Gift material donated directly to Contra Costa County Library goes through a collection development distribution process.

Gift acceptance guidelines include:

- Gift material of an existing title in the library's catalog should meet one or more criteria:
 - New or like new
 - Can replace branch copy that is in poor condition
 - Newest edition of a nonfiction title
- Gift material that are not in the collection and need to be cataloged, in addition to one of the above criteria, must also:
 - Be written by a local author
 - Meet a need in the collection

The gift material priority schedule was reviewed and include items that:

- Compliment a grant
- Qualify as holds and new releases
- Local authors
- Local history
- International languages

Additional priorities in the Commission agenda packet were reviewed.

Italiano explained that online forms expedite and streamline the gift material processing. Library staff use an electronic form that is available on StaffNet (the library staff Intranet) if the gift item is not in the library catalog. Italiano demonstrated the online form that is used to request a new catalog item. This form is used for books only. Other formats of gift items, audiovisual, are shipped to Collection Development for review. All libraries have access to the forms and reports for new catalog requests. Library staff are able to check status of gift items by searching the new catalog requests, which can be sorted and searched.

If a collection of gift material is donated to the library, several avenues are considered:

- If the patron prefers supporting a particular community library
- Gifts submitted for the library's collection, and not a specific library, would go through a process to determine would determine where the items are needed most
- Special collections could involve working with the donor discussing various avenues for the collection

Commissioner Hoisington mentioned someone that is considering donating his collection of chess books to the library. Italiano explained that the library is in need of chess material, and that there is a library staff member who is very knowledgeable on the subject of chess. Middle school children in particularly have been inquiring about chess. This special collection of chess material would be a great addition to the library and Italiano suggested that the patron contact her.

Commissioner Myrick asked about adding videotapes to the collection and Italiano explained that the issue of security stripping, embedded security features, and sometimes these videos are weeded from the video stores for the same reasons that they are weeded from the library. The audiovisual problems are mainly with VHS tapes or DVDs. Any gift needs to fit the collection development policy and guidelines. Items from video stores may be acceptable, and would be evaluated on a case-by-case basis.

Responding to questions about gift criteria, Cain said that there is no upper limit to the value of a donation. The library's governing body is the Board of Supervisors and County policy is that the Board accept donations over \$5,000. Cain added that she does not recall the Board of Supervisors turning down a gift donated to the library. Commissioner Brown mentioned several books that the Orinda Friends would like in the Orinda Library's collection. Branch Librarians decide what is important to their specific collection, and must adhere

to the gift guidelines.

Commissioner Nolte asked how valuable donated books are handled. Some are added to the collection. Library Friends groups have occasionally encountered valuable material that they sold on EBay to benefit the library.

The library preserves local history, local authors, and California history, by storing items in the vault at the Central/Pleasant Hill Library. The library faces challenges in handling valuable collections. All library material is available for the public access. Certain material cannot be checked out of the building, such as certain reference material. Branch Librarians can decide to catalog certain material of value as reference. Branch Librarians can answer specific questions about historical California history items and the library's collection.

Commissioners were given a tour of the library's 'cage' that houses gift material and were shown the process that is used to place items into the collection at the conclusion of this meeting.

14. AGENDA SETTING FOR NEXT MEETING

Commissioner Enholm requested information on the opening dates of existing Contra Costa County Libraries and would like to know when the facilities were built. He would also like information identifying facility needs for each library.

15. ADJOURNMENT TO THE May 26, 2005 LIBRARY COMMISSION MEETING

The Library Commission meeting adjourned at 8:40pm.

Submitted by Corinne Kelly
Executive Secretary
Contra Costa County Library

TO: BOARD OF SUPERVISORS
FROM: Anne Cain, County Librarian
DATE: April 12, 2005



Contra Costa County

SUBJECT: Contra Costa County Library 2005 Annual Volunteer Report

SPECIFIC REQUEST (S) OR RECOMMENDATION (S) & BACKGROUND AND JUSTIFICATION

RECOMMENDATION

Accept the Contra Costa County Library 2005 Annual Volunteer Report.

Acknowledge and honor the recipients of the 2005 Contra Costa County Library Volunteer "Special Recognition Awards."

BACKGROUND

Supervisorial District 1

El Cerrito Library

William West - In recognition of William West for serving as an Internet Docent for several years. Mr. West contributes two hours per week to help beginning Internet users needing assistance with their Word processing needs. Library patrons are grateful to Mr. West for his considerate and patient manner.

El Sobrante Library

Hope Scott - In recognition of Hope Scott for her dedicated service to the Contra Costa County Library Commission from April 1993 through January 2005. Ms. Scott has done an outstanding job representing District 1 on the Library Commission and has been very helpful with several fundraising efforts.

Supervisorial District 2 & Countywide Volunteers

Lafayette Library

Maria Hjelm - In recognition of Maria Hjelm's continuing work towards organizing, promoting and hosting "Sweet Thursdays" literary salon at the Lafayette Library. Maria, who has extensive knowledge and experience in the publishing field, has utilized her contacts with literary agents to offer a series of illuminating and entertaining book talks that have grown in popularity in the community.

Martinez Library

Mary Kilgore - In recognition of Mary Kilgore who for years has created beautiful flannel boards for children's story times at the Martinez Library. Mary is an artist who has generously shared her gift and her time with us. The children love the addition to the stories and her artistic flair always makes these flannel boards special.

CONTINUED ON ATTACHMENT: YES SIGNATURE: _____

RECOMMENDATION OF COUNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
 APPROVE OTHER

SIGNATURE (S): _____

ACTION OF BOARD ON _____ APPROVED AS RECOMMENDED OTHER

VOTE OF SUPERVISORS:

___ UNANIMOUS (ABSENT _____)

AYES: _____ NOES: _____

ABSENT: _____ ABSTAIN: _____

Contact: Susan LaPat, Volunteer Coordinator, (925) 927-3211

cc: County Library - Administration
County Administrator
County Auditor

I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF AN ACTION TAKEN AND ENTERED ON THE MINUTES OF THE BOARD OF SUPERVISORS ON THE DATE SHOWN.

ATTESTED _____

JOHN SWEETEN, CLERK OF THE BOARD OF SUPERVISORS AND COUNTY ADMINISTRATOR

By _____, Deputy

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Supervisorial District 2 & Countywide Volunteers (Continued)

Orinda Library

Sandy Jones - In recognition of Sandy Jones for her willingness to help the Orinda Library staff on any special project. Sandy volunteers two days a week and helps with necessary library tasks such as locating reserved materials and shelving books.

Pinole Library

Carroll Beard - In recognition of Carroll Beard for his dedicated service to the Contra Costa County Library Commission from April 1993 through December 2004 and for serving as President of the Pinole Friends of the Library. Mr. Beard has done an outstanding job representing the City of Pinole on the Library Commission and has had a perfect attendance record while on the Commission.

Project Second Chance

Kristi Clontz - In recognition of Kristi Clontz for her willingness to share the story of her struggle to learn to read with people everywhere. Because of her courage and generosity, adults who need literacy instruction are hearing about Project Second Chance and the opportunities it provides, and people who can read are understanding why it is important to support this very important service of the Contra Costa County Library.

Doug Humphrey and Oscar Mansfield - In recognition of Doug Humphrey and Oscar Mansfield for their willingness to participate in a tutor training video that required that they publicly share their difficulty learning to read. Because of their generosity and courage, volunteers are mastering important teaching tools designed to help adults like them read, write and spell better.

Stories To Go

Jamie McKeegan - In recognition of Jamie McKeegan for preparing books to use in the Reach Out and Read early childhood literacy program. In the past year, Jamie has labeled, coded, counted and packed over 3,000 children's books. With a keen interest in books and helping others, Jamie quickly became an "expert" at her job. Even though she's only in the fifth grade, we hope she'll keep librarianship in her future.

Technology for Teens in Transition

Moize Hussain and Behrouz Mehrzad - In recognition of Moize Hussain and Behrouz Mehrzad for their dedication to the teens in Juvenile Hall. Both have been mentors for the Technology for Teens in Transition program for several years. In addition to teaching computer skills, they have touched many lives by listening and caring. Their giving spirit is an inspiration to us all!

Supervisorial District 3

Brentwood Library

Ron and Carla Fugazzi - In recognition of Ron and Carla Fugazzi for their years of service to the Brentwood Library. Ron is serving as a representative to the City of Brentwood as a Library Commissioner. In addition, he edits and publishes the Friends newsletter, helped facilitate the donation of two computers and printers used by the public for word processing, and services the library computers and printers. Carla serves on the Membership Committee and is the President of the Friends of the Brentwood Library.

Danville Library

Danville "Books for the Homebound" Volunteers: Marlis Mara, Betty Bryant, Deanna Dunagan, Judy Jacobs, Larisa Somsel and Mary Bobinecz: In recognition of Danville Library's Books for the Homebound volunteers for their strong commitment and service to the library, the local community, and elderly and disabled residents. They bridge the difficult and sometimes insurmountable road between physical immobility and the world of reading. Their boundless energy, generosity and passion for the written word make them a valuable asset to the library and the people they help.

San Ramon Library

San Ramon Library Advisory Committee - In recognition of the San Ramon Library Advisory Committee's past and present members for providing ongoing recommendations regarding library services for the San Ramon community, including the development of new facilities and services and for supporting and promoting library services in San Ramon.

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Supervisorial District 4

Clayton Library

Sandy Patel - In recognition of Sandy Patel for volunteering 1,405 hours since the opening of the Clayton Community Library in 1995. Sandy's many tasks include assisting with emptying the book drop, shelving books, archiving magazines, straightening newspapers and more. In addition, Sandy has utilized his acting and directing talents to benefit the library, recently by directing a Murder Mystery to celebrate the library's tenth birthday.

Mary, Thomas and Phylis Smith - In recognition of Mary Smith and her children Thomas and Phylis Smith, for volunteering two days per week at the Clayton Library since July 2002. They perform many duties for the library such as, mending books, emptying the book drop, maintaining the magazines and assisting with craft programs. Their reliability and efficiency make them true assets to the library.

Concord Library

Marianne Pedrazzi - In recognition of Marianne Pedrazzi for her dedication to serving homebound readers in Concord since 1999. Marianne provides not only library books to those who love to read, she provides caring and friendship that enriches their lives.

Pleasant Hill Library

Marlene Maksell - In recognition of Marlene Maksell for enriching the lives of the senior residents at Kensington Place by leading a monthly book discussion group since 2001. The group has had a faithful following over the years thanks to Marlene's knowledge of the types of books members like to read and her outstanding dedication.

Supervisorial District 5

Antioch Library

Bertha Shaw - In recognition of Bertha Shaw for helping to keep the Antioch Library functioning smoothly since 2003. Bertha volunteers weekly by straightening, shelving and mending materials. She also helps to make the Friends of the Antioch Library book sales very successful. Her hard work and friendly attitude are greatly appreciated!

Bay Point Library

Raul Moreno - In recognition of Raul Moreno, Bay Point Library Homework Help Center volunteer for the past two years, for his outstanding service to the community. In addition to providing homework assistance, Raul creates posters announcing library craft programs that are truly works of art. He has also contributed his time to the Bay Point Library's new Teen Advisory Board, providing an excellent example of leadership for the younger members. His optimism and creativity are inspiring!

Pittsburg Library

Norma Rodrigues - In recognition of Norma Rodrigues for fifteen years of volunteer service at the Pittsburg Library. Norma is an indispensable volunteer who tackles the tasks that would take staff an inordinate amount of time to accomplish. She keeps the lobby looking neat and inviting and makes sure public forms are kept in supply. In addition, Norma posts public meeting minutes and agendas, labels phone books and paperbacks, covers and repairs books, and if she has extra time, shelves books! Norma is truly appreciated by the Pittsburg Library staff!

Supervisorial Districts 2, 3 & 4

Walnut Creek Library

Lori McDowell - In recognition of Lori McDowell who has been volunteering along with her parents at the Walnut Creek Library since 1996. Each week, Lori shelves and straightens the picture books in the children's area, which is the most heavily used and loved section of the Walnut Creek Library. Because of her, children and parents looking for picture books to read together can find exactly what they need. Lori's assistance is greatly appreciated by the Walnut Creek Library staff.

Ygnacio Valley Library

Barbara Ryan - In recognition of Barbara Ryan for quietly and joyfully giving many hours of service to the Ygnacio Valley Library since 1999. Barbara is willing to take on any task asked of her and has been a loyal volunteer through many staff transitions. It is a privilege to have such a dedicated, generous library supporter on our team.



www.ccclib.org

Contra Costa County Library Building Ownership

Library	Address	Sq. Ft.	Date Opened/ Built/ Remodeled	Owned By
Antioch	501 West 18 th Street	11,000	1968	County
Bay Point	205 Pacifica Avenue	950	950 is the estimated occupancy for the County Library section. Total Riverview Middle School Library space is 3, 825. Library opened in 1994. School built in 1956.	Mt. Diablo Unified School District
Brentwood	751 Third Street	4,960	1979 / Expanded 1995	City
Central	1750 Oak Park Blvd.	38,976	1961	County
Administration & Tech Services	75 Santa Barbara Road, Pleasant Hill	12,391	1961	County
Clayton	6125 Clayton Road	15,500	1995	City
Concord	2900 Salvio Street	11,300	1959	City
Crockett	991 Loring Avenue	1,238	1962	C & H Sugar
Danville	400 Front Street	17,000	1996	City
El Cerrito	6510 Stockton	6,400	1960	City
El Sobrante	4191 Appian Way	7,474	1961/Renovated 1995	County
Kensington	61 Arlington Avenue	5,094	1965	County
Lafayette	952 Moraga Road	6,720	1962	County
Martinez	740 Court Street	6,172	1941 / Renovated 1995	City
Moraga	1500 St. Mary's Road	10,913	1974 – Renovated in 1999	City
Oakley	1050 Neroly Road	6,000	1999 Moved to Freedom High. School built in 1999.	Liberty Union High School District
Orinda	24 Orinda Way	17,136	2001 (includes library 13, 650 sq.ft., gallery & restrooms 2,610 sq. ft., Friends of the Library Retail Space 582 sq. ft., and stairs 294 sq. ft.)	City/Friends of the Library



www.ccclib.org

Contra Costa County Library Building Ownership

Library	Address	Sq. Ft.	Date Opened/ Built/ Remodeled	Owned By
Pinole	2935 Pinole Valley Road	17,098	1974 - Renovated 2002	County
Pittsburg	80 Power Avenue	7,075	1967	City
Rodeo	220 Pacific Avenue	864	1959 became library /1920 constructed	County
San Pablo	2300 El Portal Drive (Address changed from 1555 International Marketplace effective 5-1-02)	8,909	Moved to new location in 1999 – library located in renovated building	City
San Ramon	100 Montgomery Street	18,238	1989	City
Walnut Creek	1644 North Broadway	9,240	1961	City
Ygnacio Valley	2661 Oak Grove Road	13,202	1975 – Renovated 2004	County



Power Your Body & Mind @ your library® 5K Fun Run/Walk

Contra Costa County Library
Sunday, July 24, 2005
8 a.m. start

Volunteers Needed!

All proceeds will be used to buy children's books and materials for all county library branches.

Here's How You Can Help

Volunteers are needed to assist in a variety of areas the day of the Fun Run/Walk. Please check the areas of interest and complete a volunteer application form. Send your completed application to: Susan LaPat, Volunteer Coordinator, Contra Costa County Library, 1750 Oak Park Blvd., Pleasant Hill, 94523. For more information call (925) 927-3211 or e-mail slapat@ccclib.org. Thank you for volunteering!

Volunteers are still needed for the following Fun Run/Walk activities:

wRace Information

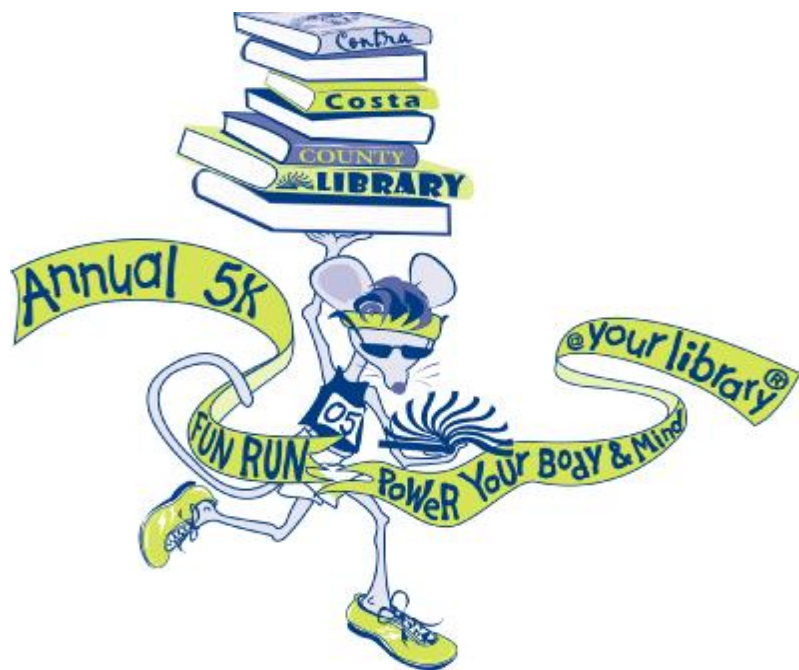
wPacket Distribution

wRace Course Monitor

wSet-up

wClean-Up

wFinish Line Help



Power Your Body & Mind @ your library®

5K Fun Run/Walk

Contra Costa County Library

Sunday, July 24, 2005

8:00 am start

Distance: Run/Walk is a 5K flat, paved route that includes city streets and a bike trail (approximately 3.1 miles).

Location: Run will begin and end at the Pleasant Oaks Park located behind the library at 1750 Oak Park Blvd, Pleasant Hill, CA 94523. Library will be open from 9 a.m. to 1 p.m. for runners and their families. Race day registration will begin at 7:00 a.m.

Entry Fee: \$25 per person pre-registered. Pre-registration will guarantee T-shirt. \$30 race day registration. Post race events and refreshments for all participants. Make checks payable to Contra Costa County Library and mail with registration to 1750 Oak Park Blvd. Pleasant Hill, CA 94523. Online registration is available at www.ccclib.org and www.active.com.

Post-Race Activities: Post-race activities include children's activities, library information and presentations, vendor booths and refreshments.

Race Packets: Numbers and T-Shirts will not be sent out in advance.

Awards: Top finishers in each age group will receive awards.

Results: Results will be posted at www.ccclib.org and www.buzzwordproductions.com.

Benefits: This event will benefit the Contra Costa County Library and proceeds will be used to buy children's books and materials for all 23 County Library branches.

Information: Visit our website at www.ccclib.org. Contact Library Administration at (925) 646-6423 or email to dfontana@ccclib.org. To volunteer for this event contact Susan LaPat at (925) 927-3211 or slapat@ccclib.org.



DELTA BOWL



Fun Run/Walk Revenue

Date	Received from	Amount Pledged	Amount Received	Registration
4/1/2005	The Running Realtor - Jim Parkhurst	\$ 100	\$ 100	
4/6/2005	Target Walnut Creek	\$ 50	\$ 50	
4/6/2005	Target Walnut Creek (pending)	\$ 1,000		
Letter dated 4/6/05	Save Mart Supermarkets	\$ 100	\$ -	
4/13/2005	USS POSCO	\$ 100	\$ 100	
4/10/2005	Reynolds & Brown	\$ 500	\$ 500	
4/13/2005	The Gale Group	\$ 2,500	\$ 2,500	
4/15/2005	Mirant	\$ 2,500	\$ 2,500	
4/15/2005	Pleasant Hill Community Foundation	\$ 1,000	\$ -	
4/21/2005	Tesoro Petroleum	\$ 100	\$ 100	
4/21/2005	Round Table Development	\$ 100	\$ 100	
4/25/2005	AFSCME Retiree #9906	\$ 500	\$ 500	
4/25/2005	Carole Keane and Assoc	\$ 100	\$ 100	
5/4/2005	Anonymous Cash	\$ 5	\$ 5	
5/15/2005	Mark Bucklew, State Farm Insurance	\$ 100	\$ 100	
	Registration as of 5/17/05			\$ 398
		\$ 8,755	\$ 6,655	\$ 398

May 17, 2005

Library Fun Run/Walk In-Kind Donations

Donor	Received from	Amount Pledged
The Jungle	2 for 1 passes, goodie bags for kids, Mookie, balloons, birthday party certificates	\$ 2,500.00
American Trophy	Trophies	\$ 250.00
Crystal Light	Crystal Light On The Go	\$ 230.00
Promax Nutrition	500 Promax bars	\$ 500.00
Fleet Feet	Race Bibs	\$ 200.00
Concord Chamber of Commerce	Ad space in newsletter	\$ 300.00
Brenden Theatre	10 movie passes	\$ 90.00
Lone Tree Golf	Round of Golf + Cart (4)	\$ 150.00
Exploratorium	2 passes	\$ 24.00
Delta Bowl	500 free lanes of bowling	\$ 1,000.00
Contra Costa Times	Ad space in newspaper	\$ 7,000.00
Strech Island Fruit	500 pieces of fruit leather	\$ 250.00
Metropolitan Moving and Storage	2 helpers and one truck for 4 hours	\$ 1,000.00
KPIX	PSA's	\$ 1,000.00
Barnes and Noble	Library Day - Portion of Sales	?
Chili's	500 Free Kid's meals	\$ 2,500.00
Local One	Water	\$ 100.00
		\$ 17,094.00
	GRAND TOTAL	\$ 25,849.00

2005 Library Fun Run/Walk Possible Branch Activities

Organization	Topic
"She's All That" Conference	6 workshops to help girls ages 12-14 deal with difficult teen issues by providing info. on subjects like setting boundaries, nutrition, self defense, stress reduction, dealing with peer pressure, building a sense of self worth and self esteem, and avoiding self-destructive behaviors.
Acalanes Adult Center	"How to Raise a Healthy Eater" session to inform and empower parents to meet the developmental needs of their child (up to 7 years old)
	"When Are We Stressing Our Child Too Much?" session to inform and empower parents to meet the developmental needs of their child (up to 7 years old)
	Health and Fitness: CPR, Dance, Aerobics, Hiking / Walks, Muscle Shapers, Stretch, Tai Chi, Yoga
	Improve Your Memory an opportunity to practice exercises designed to improve mental sharpness and delay cognitive decline.
	Socialization Skills - Support Group for Family and Caregivers of People with Dementia
Alzheimer's Association	workshop: "Maximizing Your Memory"
	workshop: "Maximizing Your Memory"
American Council on Alcoholism Helpline	information on treatment for Alcoholism
Boys Town	Counseling for any type of problem including issues with school, parents, sexuality, abuse, or feelings of suicide
Central Contra Costa Sanitary District	Household Hazardous Waste
City of Lafayette & Town of Moraga	"Happiness: If Not Now, When?" - Senior Workshop Learn how to enjoy the long-lasting happiness of your dreams.
	"I'm Smart, I'm Successful, So Why Do I Feel So Overwhelmed?" focus on the importance of building activities around what's really important, and learn skills for letting go of the rest. Learn techniques for organizing your spaces and managing your time more effectively.
	"Looking Good, Feeling Good" - Senior Workshop Looking and feeling good depends not only on what you do to manage your outer appearance but also on your internal outlook - explore your self image.
	"Opposing Osteoporosis" - Senior Workshop Learn how to maintain or possibly increase your bone mass. Get tips on how you can take control and keep your bones in the best shape possible.
	"Pain Management" - Senior Workshop Learn the purpose of pain and the causes of chronic pain. Learn how improving posture and muscle strength can reduce or eliminate pain altogether.
	"Power of Patience" practicing patience not only to cope but to grow in love and wisdom

2005 Library Fun Run/Walk Possible Branch Activities

Organization	Topic
	"Putting Your Best Foot Forward" - Senior Workshop Learn what healthy foot care routines to adopt, the right way to cut your nails, how to counter the consequences of a long plane or bus ride, the effect of general poor circulation on your feet, and more.
	Children: tumbling & gymnastics, chess class, babysitting for beginners, aikido, kung-fu/karate, hockey, rollerblading, basketball, carpentry all ages: CPR, tennis adults: tai chi chih/Qugong, tai chi chuan' & healing chi kung, quick & healthy meals, bocce ball, jazzercise, stretch, petanque, pilates, flexibility, yoga, walking/hiking, ballroom dance, west coast swing, line dancing, belly dance, middle eastern rhythms, aerobic dance, salsa dance seniors: muscle shapers, tea dancing,
	Compost Workshops (Moraga hardware & Lumber, Orchard Nursery)
City of Walnut Creek Recreation Division	Children: Kinderdance, soccer, gymnastics, tiny tumblers, Hawaiian/Tahitian dance, yoga, gold, self defense (aiki jujitsu), karate, Teen Babysitter clinic Adult: belly dance, Argentine tango & salsa, ballroom basics, country western line dancing, swing dance, Tahitian dance & drumming, Hawaiian dance, Lose Weight with Costco/Trader Joes, self defense (aiki jujitsu), tai chi & chi kung, pilated, strength training, jazzercise, jazz conditioning, yoga, Feldenkrais, meditation, Labyrinth series, Dancing Fire!, Healing the Mother Story, CPR, First Aid, Nutrition and Children; Sports (Badminton, Volleyball, Basketball, golf, tennis) Seniors: clogging, hula, ballroom dance, aerobics, stretch, yoga
	Kids Scene Summer Camp (soccer, tennis, baseball, flag football, basketball, golf, cooking)
Civic Arts Education	Dance: (adult: hatha yoga, family yoga, ballet, jazz, salsenco, pilates-based mat class, tap) (children: tap, pre-ballet, ballet, hip hop, jazz/hip hop)
Contra Costa County Health Services	Dealing with Stress - through physical activity and nutrition
	Healthy Living - how to handle stress through physical activity and nutrition
Contra Costa County Library	Online Health Resources: Online Consumer Health Resources Workshop
Contra Costa Solid Waste Authority	Composting Workshop
Demonstration America's Best Karate in Danville	
East Kids N Motion	Polynesian & other styles of dance
Emeritus College	"Cooking with Exotic Fruits" workshop
Fleet Feet Sports of Pleasant Hill	Feet First: Finding the Best Running and Walking Shoes for You

2005 Library Fun Run/Walk Possible Branch Activities

Organization	Topic
Foundation for Osteoporosis Research & Education	Osteoporosis . . . It Could Happen to You!
Gardens at Heather Farms	All About Herbs: the Magic, the Mystery, the Mundane (uses: culinary, medicinal, fragrance, dye, repellent)
Martinez Adult Education	Community CPR; Standard First Aid; Physical Fitness/Exercise - Aerobic Body Sculpting; Weight Mgmt.; Weight Training; Yoga Stretch; Taijutsu; Pilates Matwork; Dance: Square Dance, Line Dance, Salsa, Jitterbug, Swing, 2-Step; Older Adult courses: Stretching and Toning Exercises, Yoga
Motu'aina Dance Group - Polynesian dance	
Mt. Diablo Adult Education	Ballet Barre, Step to Music, Body Sculpt, Cardio "Blast," Aerobics, Stretching, Strengthen and Tone, fitwalk, Hikes in the Parks, Ananda Yoga, Hatha Yoga, Meditation and Gentle Yoga, Living with Chronic Pain: Mind, Body and Spirit, Health Care Concerns of the Maturing Woman, The Alexander Techniques, Foolproof Organizing - Reduce Stress and Bring Calm Back into Your Life, All That Paper All Those Piles, Self Defense, Aikido, Healthy Low-Cal Cooking Seniors: Hiking, Chair Exercises, Slim and Trim to Music Family Relationships: Anger Mgmt for Teens and their Parents
	Fitness Options After 50 workshops and demonstrations: aerobics, healthy eating, yoga/meditation, strength training, chair exercises, tai chi, alexander technique, injury prevention, pain management
	Mental Fitness - Life Enrichment for Frail Elders - Rainbow Program Help maintain or improve mobility, mental alertness, independence and socialization skills
Mt. Diablo Region YMCA	call to see if someone would be willing to do a free program (pee wee, youth & adult sports)
National Center for Alcohol and Drug Information	information on treatment for Alcohol & Drug Abuse
National Mental Health Association Information Center, The	information on all types of mental health issues
Pleasant Hill Recreation & Park District	"Laugh, Love & Learn" - a Senior Live-Well Forum combines entertainment, humor and education to learn what healthy living means

2005 Library Fun Run/Walk Possible Branch Activities

Organization	Topic
	<p>Adult classes: Anger Mgmt, CPR, First Aid, Drumming, Finding Your Purpose in Life, Improvisation, Health & Fitness (Cardio Belly Dance, Body-Calming Stress Relief, Self-Defense, Fencing, Healthy Communication, Jazzercise, karate, Kick Boxing for Women, Martial Arts, Massage, Nia: Body-Mind-Spirit Exercise, Pilates, Qigong, Self-Soothing Techniques, Stress Burnout & Motivation, Tai Chi, Total Fitness, Yoga, Ju-Jitsu); Athletics/Sports (Badminton, Basketball, Bocce, Backpacking, Soccer, Softball, Track, Volleyball, Golf); Clubs (Diablo Hiking Club, Diablo Valley Track & Field Club, PH Baseball Assoc., PH/Martinez Soccer Association, PH Tennis Club); Dance (Belly Dance, Dance for Musical Theater, Hip Hop, Hula, NY Salsa mixed w/Latin Hustle & Rueda, Ballroom Dancing)</p> <p>Youth classes: Dance (Broadway Dance & Choreography, Creative Dance for Children, Pre-Ballet, Primary Ballet, Tap Dance, Jazz Hip Hop Combo), Mad-Science Camps (space, chemistry, robots, etc.)</p> <p>Pre-School Classes: Karate Fun 'n Games, Lego Camp (pre-engineering), Kindercise, Tumbling</p> <p>Teens: Basketball, Chess Club</p>
	Recreation Summer School topics for grades 3-8: Culinary Arts, Flag football, Martial Arts, Ball Games, Basketball, Cheerleading, Hip Hop Dance, CPR&First Aid, Latin & Swing Dance, Soccer, Tennis, Broadway Dance & Choreography
	Recreation Summer School topics for grades 3-8: Culinary Arts, Flag football, Martial Arts, Ball Games, Basketball, Cheerleading, Hip Hop Dance, CPR&First Aid, Latin & Swing Dance, Soccer, Tennis, Broadway Dance & Choreography
Pleasant Hill Senior Center	Senior Center Classes: Living Tai Chi, Fit For Life (low-impact aerobics), Polynesian Dance, Line Dance, Flex for Fitness, Pathfinders (Walk Group), Explorers (Hikers) Women's Horseshoes
San Ramon Regional Medical Center	Seminar: "Your Child's Health and Sports"
	Seminar: "Your Child's Health and Sports"
Shahrzad Dance Troupe - Persian Dance	
Tai Chi from the Town of Danville's Tai'Chi Ch'uan	
The Michael Anthony's School of Gymnastics	
United Way Crisis Line	information for any mental health issue
Walnut Creek Open Space	Ranger Tracey Open Space Tour @ your Library
	<p>Age Less, Live Longer</p> <p>"Upbeat Aspects of Aging"</p> <p>"Senior Momentum: How to Keep the Ball Rolling for Successful Aging"</p>

2005 Library Fun Run/Walk Possible Branch Activities

Organization	Topic
	Backpacking: Rewards, Experiences, Adventures for Women
	Childhood Obesity
	Importance of Mental Fitness stimulating mental exercises
	Laugh, Love & Learn
	Lower Back Pain
	Martial Arts: Shorinji Kempo
	Swedish Massage
	Take a Hike in Your Own Backyard: Hiking in Contra Costa County
	workshop: "Maximizing Your Memory"
	workshop: "Warm Up and Train for Strength & Power" -or- "Running From the Core"
	Body Therapy Somatic Education Self-care and healing through Body Awareness Stress Management and Community Building Through Body Awareness Creating Sacred Space Through Body Being Body Aliveness - Opening to Play

Fun Run 2005 - Post Race - Family Activities

<u>Children's Activities:</u>
Pot-a-plant craft booth by PH Montessori School
Face-painting
Feed the Elephant Toss
Capture a Creature - lizard/snake in plastic tub w/water
Water balloon toss
Treasure Hunt in Sand - Tiny Books Buried in Sand
Miniature Golf
Board Games Table
Coloring table: books from Organic Valley & mouse logo
Create Bookmarks Craft Table - punches/rubber stamps
Decorate a CD Spinner to Take Home -Table
Never-ending story (children add line to a story) - using butcher paper
Children's Program Flyers/ Library Info.
<u>Family Activities:</u>
Fleet Feet Shoes
Lions' Pancake Breakfast

LATE FINES FOR MATERIALS IN VIDEO FORMAT SUMMARY

- Materials in video format (DVD/VHS) may be checked out for a maximum of 7 days and may be renewed once according to the County Library Circulation procedures.
- The Library increased late fines for video formats from one dollar to two dollars per day on May 1, 2003. The public was notified of this change 60 days prior to implementation. The maximum fine for videos per item is \$10.00.
- Total fines for DVD/VHS formats from January 1, 2003 to April 30, 2003 were \$21,366. Total fines for the same formats and time period in 2005 were \$38,937, an 81% increase. The new materials recovery service, UMS, generated an additional \$14,800 for the same period.
- Attachment 1 lists late fines charged on video formats in Fiscal Year 2003/04 for other Libraries in the greater Bay Area. Other libraries with a \$2.00 per day late fine for video formats include: Berkeley Public, Daly City, Marin County, San Francisco Public, and San Mateo City. San Leandro Public charges \$3.00 per day.
- Private companies that rent videos also charge fees for materials that are returned late. For example, Blockbuster will automatically convert the video rental to a purchase on the 8th day following the due date. The Blockbuster member has the option of returning the item within 30 days, and receiving a credit, but will then be charged a “restocking” fee. Restocking fees may vary by store.

Overdue Video Fines

as of 4/14/05

Library	Daily Fine
Alameda County Library	\$ 1.00
Alameda Free Library	\$ 0.20
Benicia Library	\$ 0.20
Berkeley Public Library	\$ 2.00
Daly City Public Library	\$ 2.00
Hayward Public Library	\$ 1.00
Livermore Public Library	\$ 1.00
Marin County Free Library	\$ 2.00
Napa City/County Library	\$ 0.20
Oakland Public Library	\$ 1.00
Palo Alto City Library	\$ 0.25
Pleasanton Public Library	\$ 1.00
Richmond Public Library	\$ 1.00
Sacramento Public Library	\$ 2.00
San Francisco Public Library	\$ 1.00
San Jose Public Library	\$ 0.25
San Leandro Public Library	\$ 3.00
San Mateo City Library	\$ 2.00
San Mateo County Library	\$ 0.25
Santa Clara County Library	\$ 1.00
Santa Cruz Public Library	\$ 0.25
Solano County Library	\$ 0.20

SCHEDULE OF FINES & CHARGES - EFFECTIVE FEBRUARY 1, 2005

TYPE OF MATERIAL	DAILY FINE	MAXIMUM FINE PER ITEM	REPLACEMENT COST	PROCESSING FEE	MATERIALS RECOVERY/ LATE FEE
Adult & YA Cataloged Material (Fiction, Non-Fiction, CD's, DVD's, Cassettes)	\$.25	\$5.00 per item or cost if less.	Item price or \$25.00	\$5.00	\$10.00
Adult & YA Uncataloged Material (Paperbacks, Magazines, Pamphlets)	\$.25	\$2.00 per item or cost if less	\$5.00		
J Cataloged Material (J Fiction & Non-Fiction, CD's, DVD's, Cassettes)	\$.10	\$1.00 per item or cost if less	Item price or \$15.00	\$5.00	\$10.00
J Uncataloged Material (J Paperbacks, Magazines, Pamphlets, Pictures)	\$.10	\$1.00 per item or cost if less	\$3.00		
Videos & DVD's	\$2.00	\$10.00 per item	Item price or \$25.00	\$5.00	\$10.00
Kits	\$2.00	\$10.00 per Kit	Replacement Cost	\$5.00	\$10.00
Equipment (Projectors, Cassette Player, Engravers, etc.)	\$2.00	\$10.00 per item	Replacement Cost	\$5.00	\$10.00
CD ROM Products	\$2.00	\$10.00 per item	Item Price or \$25.00	\$5.00	\$10.00

OTHER CHARGES

Cassette, Compact Disc (missing portion of sets)	\$8.00 Replacement Charge	<u>Fax to Patron:</u>	
Major Damage	\$5.00 or Replacement Cost	First Page	\$3.00
Minor Damage	\$1.00	Each Additional Page	\$.25
Photocopies	\$.15 per page	Books by Mail	\$3.00 - \$5.00
Computer Printout	\$.10 per page	<u>Non-refundable Meeting Room Fee:</u>	
Lost Card – Adult	\$1.00	Small Room	\$10.00/hour
Lost Card – Child	\$.50	Large Room	\$40.00/hour
Census Microfilm Request	\$.50		

Interlibrary Loan - \$5.00 nonrefundable processing fee + pass through any charges from lending library to patron.

The County Librarian may waive the Books By Mail fee for homebound patrons.

Processing fees charged on lost items are non-refundable if the item is later found and returned.

Form 9-6 (Revised 2-1-05) Canary

Contra Costa County Library Commission
Resolution on Section 215 of the USA PATRIOT Act

WHEREAS, Libraries are a critical force for promoting the free flow and unimpeded distribution of knowledge and information for individuals, institutions, and communities; and

WHEREAS, the Contra Costa County Library serves a diverse population, including citizens from other nations; and

WHEREAS, the Contra Costa County Library Commission holds that suppression of ideas undermines a democratic society; and

WHEREAS, Privacy is essential to the exercise of free speech, free thought, and free association; and in a library, the subject of users' interests should not be examined or scrutinized by others; and

WHEREAS, the Contra Costa County Library Commission affirms its strong opposition to any form of terrorism against humanity and also affirms that any effort to end terrorism must not be waged at the expense of civil rights and liberties; and

WHEREAS, the Contra Costa County Library Commission believes that certain provisions of section 215 of the USA PATRIOT Act expand the authority of the federal government to

- Obtain library records
- Secretly monitor electronic communication, and
- Prohibit libraries and librarians from informing users of such monitoring or information requests; and

WHEREAS, The USA PATRIOT Act increases the likelihood that the activities of library users may be under government surveillance without their knowledge or consent; and

WHEREAS, the Contra Costa County Board of Supervisors and organizations such as the American Library Association and the California Library Association, have adopted resolutions expressing concern about the Act, now therefore be it

RESOLVED, That the Contra Costa County Library Commission opposes the use of governmental power to suppress the free and open exchange of knowledge and information; and, be it further

RESOLVED, That the Contra Costa County Library Commission calls for the amendment of those provisions of section 215 of the USA PATRIOT Act that the Commission believes violate fundamental rights and liberties guaranteed by the United State Constitution, and be it further

RESOLVED, That the Contra Costa County Library Commission encourages the County Librarian to take steps to strengthen the Library's circulation and electronic systems and processes to further protect user privacy.

11/20/03
Date

Alan Smith, Chairperson
Contra Costa County Library Commission

