




CONTRA COSTA COUNTY LIBRARY COMMISSION
New Commissioner
ORIENTATION MEETING

DATE: Thursday, November 17, 2005

TIME: **5:30 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.

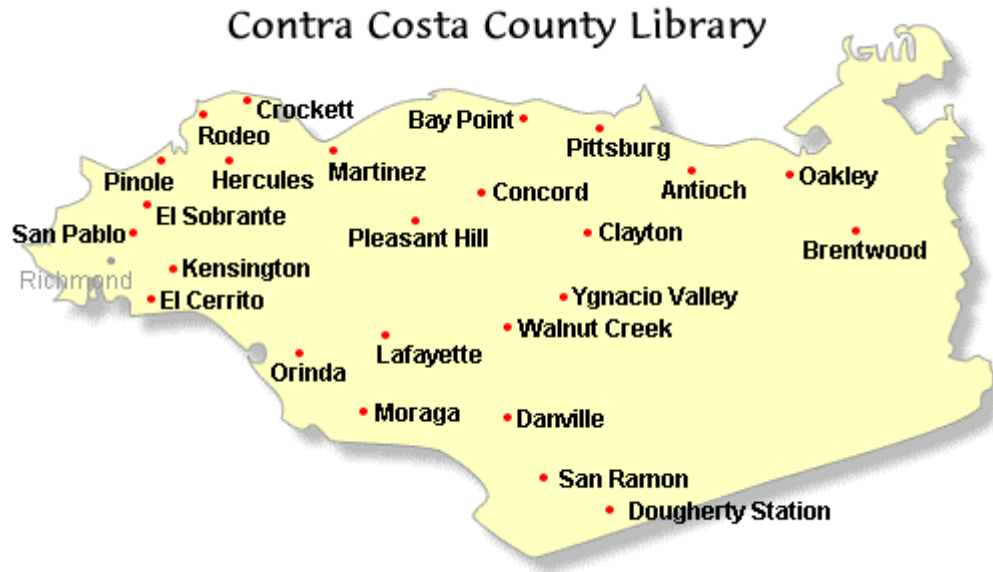
1. **5:30 p.m.**

LIBRARY COMMISSION ORIENTATION

- Library Commissioners will receive an orientation to the Contra Costa County Library and the Library Commission and have an opportunity to ask questions. This orientation is primarily for new Commissioners and new alternate Commissioners, but all Commissioners are welcome to attend.

Commissioners:

Please RSVP to Corinne Kelly, Executive Secretary, at (925) 927-3206, by **Tuesday, November 15, 2005** if you plan to attend this special meeting.



Contra Costa County Library Commission Orientation

November 17, 2005

Contra Costa  County Library
Library Commission

- § Established in 1991
- § Authorized through June 2006
- § Composition
 - ≈ City, County, 5 Special Representatives
- § Purpose
 - ≈ advisory to Board of Supervisors and County Librarian
 - ≈ community link
 - ≈ forum for community input
- § Duties
 - ≈ participate in planning process
 - ≈ recommendations concerning library budget
 - ≈ assist in the development of policies
 - ≈ prohibited from inquiry or investigative into personnel policies and practices and day-to-day administrative operations

Contra Costa  County Library

Commission By-laws

- § Term of Office of Commission
 - approved by Board of Supervisors & Mayors’ Conference
- § Absence
 - can be replaced for three unexcused absences in a year
- § Alternates
- § Open meetings
 - Brown Act
 - Better Government Ordinance
- § Officers
 - chair and vice-chair, secretary
- § Meetings
 - quorum
 - agenda preparation
 - voting – consensus, voting
 - public comment

Contra Costa County Library

§ History

§ Organization

§ Partners

§ Data

§ Services and programs

§ Budget



C O N T R A

C O S T A

C O U N T Y

L I B R A R Y

Bringing People and Ideas Together