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CONTRA COSTA COUNTY LIBRARY COMMISSION

Minutes from Thursday, January 26, 2006

1. CALL REGULAR MEETING TO ORDER

Commission Chair, Walter Ruehlig, called the meeting to order at 7:03 p.m.

2. COMMISSION BOOKSHELF

Commissioners provided suggestions for current reading:

Title	Author
Branding Unbound	Rick Mathieson
The Noonday Demon: An Atlas of Depression	Andrew Solomon
Too Brief a Treat, The Letters of Truman Capote	Edited by Gerald Clarke
Rough Guide to iPods, itunes, and music online	Duncan Clark and Peter Buckley
India Treasures	Gary Worthington
Double Deal: The Inside Story of Murder, Unbridled Corruption, and the Cop Who Was a Mobster	Michael Corbit and Sam Giancana
Velocity of honey and more science of everyday I	Jay Ingram
The World Is Flat: The Globalized World in the Twenty-first Century	Thomas Friedman
The Meaning of Everything: The Story of the Oxford English Dictionary	Simon Winchester
Mark Twain, A Life	Ron Powers
Misquoting Jesus	Bart Edrlman
Assassination Vacation	Sara Vowell
Take the Canolli	Sara Vowell

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	N. Earl	Library Commissioner	City of Orinda (Alternate)	X		
Bednarz	Ludwik M.	Library Commissioner	CCC District 2	X		
Boyd	Jeanne	Library Commissioner	City of Clayton (Alternate)	X		
Brown	Carol	Library Commissioner	City of Orinda	X		
Brown	E. Joy	Library Commissioner	City of El Cerrito (Alternate)	X		
Burstyn	Deborah Prager	Library Commissioner	City of Walnut Creek	X		
Butler	Yolanda	Library Commissioner	CCC District 5 (Alternate)	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	X		
Fugazzi	Ron	Library Commissioner	City of Brentwood	X		
Goglio	Joseph	Library Commissioner	Contra Costa Central Labor Council	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
Leffmann	Robert	Library Commissioner	City of Lafayette (Alternate)	X		
Loeza	Porfirio	Library Commissioner	City of Pinole	X		
MacAulay	Bruce	Library Commissioner	City of Hercules (Alternate)			X
Madfes	Sherry	Library Commissioner	Friends Council	X		
Marshburn	Peggy	Library Commissioner	Office of Education	X		
McClellan	John	Library Commissioner	Town of Moraga	X		

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LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
McGrady	Lloyd	Library Commissioner	City of El Cerrito	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		
Parker	Eleanor	Library Commissioner	Town of Danville	X		
Pearlstein	Helen	Library Commissioner	CCC District 3			X
Pricco	Susan	Library Commissioner	CC Central Labor Council (Alternate)			X
Ruscitti	Deirdre	Library Commissioner	CC Youth Commission	X		
Ruehlig	Walter	Library Commissioner	City of Antioch	X		
Schmalenberger	Carol	Library Commissioner	City of Pittsburg (Alternate)			X
Shaffer	Ed	Library Commissioner	CC Council (Alternate)			X
Simutis	John D.	Library Commissioner	City of Concord	X		
Smith	Alan B.	Library Commissioner	CCC District 4	X		
Tao	Jennifer	Library Commissioner	CC Youth Commission (Alternate)			X
Thiele	Beverly	Library Commissioner	City of San Pablo			X
Vasa	Utkarsh	Library Commissioner	CC Youth Commission (Alternate)			X
Villegas	James	Library Commissioner	City of Oakley	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
Whitley	Robert	Library Commissioner	CC Council	X		

Total Commission positions: 29
Commission positions filled: 27
Commission positions vacant: 2
Commission quorum: 14

With twenty-four 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

4. INTRODUCTIONS

Also present at the meeting: Library Patron, Chauncey Lindquist; Project Second Chance's (PSC) Student, Doug Humphrey and his wife Marie Humphrey; Sean Silas, Web Portal Specialist for the Contra Costa County Office of Education; Library Specialist, Carol Yuke; Concord Senior Branch Librarian, Maureen Kilmurray; PSC's Literacy Director, Susan Lynn; Pleasant Hill Community Foundation President, Rod VanBuskirk; Kensington Library Assistant - Journey Level Alison McKee; Librarian Nancy Herrera; Library Electronic Resource Specialist Susan Kantor- Horning; Central Library Manager, Janet Hildebrand; Library Administrative Services Officer, Susan Caldwell; Deputy County Librarian: Public Services, Rose-Marie Westberg; Deputy County Librarian: Public Services, Laura O'Donoghue; Deputy County Librarian: Support Services, Cathy Sanford; Executive Secretary, Corinne Kelly; County Librarian, Anne Cain.

5. ITEMS FROM THE PUBLIC

Commissioner Enholm submitted a speaker card as a member of the public. He circulated a draft resolution, which he created, and a letter from State Senator Tom Torlakson to the Chair of the Library Commission (*attachment #1 to the minutes*) supporting a study to expand public library services in Bay Point.

Commission Chair Ruehlig said that he is neutral on the draft resolution that bears his name. The resolution that Commissioner Enholm distributed will be discussed at the March 23, 2006 Library Commission meeting.

6. ACCEPTANCE OF MINUTES - Agenda Attachment 1

Two changes were made to the minutes:

- Commissioner Eleanor Parker was marked absent and this should be changed to present
- Commissioner Villegas asked that the book he recommended during the November 17, 2006 meeting be added to the list of the Commission bookshelf: Two Teenagers in Twenty: Writings by Gay & Lesbian Youth, by Ann Heron

These changes will be made to the minutes. The remaining minutes were approved as submitted.

7. APPROVAL OF AGENDA

The January 26, 2006 Library Commission agenda was approved as submitted.

8. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS

Commissioners made announcements including:

Commissioner Brown said that over 200 people attended Orinda Library's de-clutter program on January 18, 2006. On February 12, 2006 a Lunar New Year Program will be held with NATya Indian Dance Company. On February 23, 2006 a program about touring the Asian ART Museum will be presented by docent Dorothy Gregor. Orinda's Senior Branch Librarian, Ann De Fraga, will retire on February 28, 2006 after 38 years with Contra Costa County Library.

Commissioner Parker said that the American Library Association (ALA) announces Caldecott and Newberry award during the third week in January.

Commissioner Smith shared information about a workshop in Sacramento on March 30, 2006 about *What Makes your Legislator Tick!* (*attachment #2 to the minutes*). Smith attended a California Library Association (CLA) Legislative Committee meeting and shared information on the Public Library Fund (PLF) reduction in funding over the years, which sparked discussion and will be discussed further with CLA's Executive Committee. He added that there are 179 libraries that receive funding from the PLF and they were recently encouraged to write their legislator to educate them on the PLF funding (*attachment #3 to the minutes*).

Commissioner Goglio attended the opening of a childcare center in Concord's Monument Corridor on Saturday January 21, 2006 and said that that the children's book collection was an item of pride for the childcare center. He learned that the books came out of Contra Costa County Library's Wilruss Trust. Goglio said that it pleases him on the many ways that the library expands itself out into the community.

County Librarian Anne Cain said that the Wilruss Trust was created nine years ago by Wilma and Russell Storms of Orinda, who left their estate to the Contra Costa County Library for services to disadvantaged children. Deputy County Librarian: Public Services, Rose-Marie Westberg, Senior Branch Librarian Maureen Kilmurray, and Library Specialist Lyn Palme are working on future book delivery to the Monument Corridor.

Commissioner Myrick and McClellan shared workshop information on locating funding sources and grant writing in San Francisco on February 13-14, 2006. They also mentioned that the Moraga Library will have a docent lecture on the San Francisco Earthquake and Fire remembered 1906-2006 on February 9, 2006, which will include works by Arnold Genthe and Ansel Adams.

Commissioner Hoisington said that the funding match of the State grant for the new Lafayette Library has been met and fundraising efforts now focus on a library endowment. Friends of the Lafayette Library sponsored the January 19, 2006 Sweet Thursday's event with Tony La Russa at the Oakwood Athletic Club and the book sale benefited ARF. January 27, 2006 will be the next Tuesday's Child program with Holes author, Louis Sachar, and it at the Stanley Middle School Multipurpose Room. Hoisington shared the Lafayette Library's newsletter that is created by Senior Branch Librarian, Anna Koch.

Commissioner Walters shared pictures of the beginning construction, including the first steel, of the Hercules Library and commented construction can be seen from Highway 80. Walters added that the City of Hercules has a webcam on the library construction, which can be viewed from the City's website <http://www.ci.hercules.ca.us>. The Hercules Library might open by Thanksgiving 2006.

Commissioner Madfes added that the Hercules free lecture series included a successful event featuring author of 1906, James Dalessandro. On March 11, 2006 the author of Love and Other Impossible Pursuits, Ayelet Waldman, will speak at an event held at City Hall.

Commissioner Burstyn commented that the Walnut Creek City Council is meeting with citizen groups to determine plans to move forward with the new downtown Walnut Creek Library.

Commissioner Fugazzi mentioned that the City of Brentwood is the fastest city in far east County and as a result the City Council chartered a committee to look at community facilities. The committee's report prioritized the library as very high and suggested that the City hire a library consultant.

Commissioner Boyd said that the Clayton Library will celebrate an 11th birthday on March 3-5, 2006 with artists, entertainment, and other activities.

Commissioner Parker said that the Friends of Danville Library will have Mark Bittner talk about his book Wild Parrots of Telegraph Hill on February 1, 2006. On March 1, 2006, Bay Area Backroads, Douglas McConnel of KRON television, will talk about local adventures.

City of Concord's Community Relations Manager, Leslye Asera, presented Concord Library's Senior Branch Librarian, Maureen Kilmurray, with a plaque for the Concord Library and a personal plaque for her office for her participation in the City's Centennial celebration. Asera acknowledged Kilmurray's dedication and community involvement as being a part of the City's Centennial Committee, acquiring sponsors, working with the City's Historical Society, and her involvement with the literacy coalition.

Rod VanBuskirk, President of the Pleasant Hill Community Foundation, presented a check for Technology for Teens in Transition. VanBuskirk said that the Foundation was established in 1987 to provide grants to help the community. Alison McKee, Kensington Library Assistant - Journey Level, who works with the Technology for Teens in Transition program in juvenile hall, accepted the donation on behalf of the library. VanBuskirk added that the Foundation will have a golf tournament, fundraiser on May 8, 2006 and information can be obtained from Pleasant Hill Recreation and Park District.

Commission Chair Ruehlig commented that the Contra Costa Times has a supplement for communities on Fridays and the East County Dispatch has a library book corner with a staff writer who writes about libraries. The Antioch Weekly appreciates articles on the library. Ruehlig suggested the Commissioners write to their community papers about library happenings. The article on the Friends of the Antioch Library donation of 35 books on images of Pittsburg and Antioch to local schools is included in the Commission packet. Linda Locke, Antioch Friends President, was nominated as Antioch's Citizen of the Year.

Library Commissioners will tour Contra Costa County Libraries on January 28, March 11, and April 15, 2006. A sign-up sheet was made available. The original tour date of February 25, 2006 conflicts with the California Association of Library Trustees and Commissioners (CALTAC) workshop, so the date was changed to April 15, 2006.

9. CORRESPONDENCE - *Agenda Attachment 3*

No comments or questions were made.

10. REPORT FROM COUNTY LIBRARIAN - *Agenda Attachment 4*

County Librarian Anne Cain said that meetings planned with legislators during California Library Association (CLA) Legislation Day in the District include Friday, January 27, 2006, at 3pm with Assembly member Canciamilla and 4:30pm with Assembly member Hancock and on February 3, 2006 at 9am with Assemblyman Houston.

The County Library was selected as the County Department of the Year and the Board Order was included in the Commission packet. Commissioners applauded and Cain said that they should applaud themselves for their work in the communities and added that it is nice to receive recognition from the Board of Supervisors.

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

Commissioner Smith represents the County Library on the BALIS Lay Advisory Board and said that planning is in the works for a spring workshop on fundraising. He mentioned other fundraising efforts, besides book sales, including a Modoc County Library barbecue that included a train ride.

12. OLD BUSINESS

LIBRARY LITERACY UPDATE - *Agenda Attachment 5*

Susan Lynn, Library Literacy Director, Project Second Chance (PSC), Contra Costa County Library shared the State Library's DVD featuring PSC learners Doug Humphrey and Kristi Klontz, and talked about the National Adult Literacy Assessment report, which demonstrates that 93 million adults in the United States read below the sixth grade level and the numbers have remained the same in the last ten years. Project Second Chance has served 4,000 adults over the last twenty years.

Doug Humphrey was present and Lynn said that Humphrey has been to Sacramento on many occasions speaking on behalf of literacy programs, which has influenced the support received for PSC and other literacy and library groups.

STRATEGIC PLAN - *Agenda Attachment 6*

County Librarian Anne Cain shared information about the January 9, 2006 meeting with the city managers. Most of the city managers were at the meeting, and those that were unable to attend sent their key staff. The Chief Assistant County Administrator, Scott Tandy, also attended.

The meeting had three parts to it:

- presentation of the Library's Strategic Plan by consultant, Joan Frye Williams
- during lunchtime, the library construction bond, which will be on the June 2006 ballot
- long-term library planning and funding issues - and looking ahead in terms of library service in their communities with the larger community libraries, increase in technology needs and RFID technology.

The Strategic Plan will be discussed at the Public Managers Association meeting (PMA) with the city managers on March 9, 2006, to the Board of Supervisors on March 14, 2006, and at the April 6, 2006 Mayors'

Conference.

The Library Commission will not meet before the PMA and Board of Supervisor's meeting. Commission Chair Ruehlig suggested that Commissioners consider taking action on the Strategic Plan when it gets further along in the approval process.

13. NEW BUSINESS

Ed1Stop PORTAL DEMONSTRATION & OVERVIEW - Agenda Attachment 7

Web Project Specialist for the Contra Costa County Office of Education, Sean Silas and the library's Electronic Resources Specialist Susan Kantor-Horning demonstrated Ed1Stop, the County's new Web portal service that acts as a personal gateway to students and teachers accessing educational tools, such as the County Library's electronic resources (*attachment #4 to the minutes*).

Schools and districts are not charged if they acquire Ed1Stop portal, which is funded by the Contra Costa Office of Education. The portal allows users to get information without visiting different websites. The Ed1Stop portal increases visibility and use of the Contra Costa County Library as being another access point to the library's resources. Permission is being acquired from vendors to allow access to the library's electronic databases through the Ed1Stop portal. Teachers and students receive access to library databases and will soon be offered notification of programs such as the library's SAT classes. The Office of Education offers video resources that can be downloaded and embedded into a student's PowerPoint project through the portal, encyclopedia services, and homework assignments and alerts. The Office of Education can determine which are the appropriate school districts for distribution of this type of information. Students get a classroom account that allows for personal tabs for posting documents, automatically graded quizzes, and a bulletin board feature.

Not all school districts have agreed to use the Ed1Stop portal. The Office of Education obtains permission to train teachers on a school-by-school basis. There is no cost for the first training for the teachers and those who access the portal, but there is for subsequent trainings. Some districts prefer to provide their own training on using the portal.

Commissioner Marshburn, Director of Communications, Contra Costa County Office of Education, has been working together with Cathy Sanford, Deputy County Librarian: Support Services on the Ed1Stop portal. Marshburn explained that there are many free services available, but some subscriptions are not free and this portal offers schools access to subscriptions that they would not otherwise access it though their school district. Also, some schools do not have the ability to support the cabling for some subscriptions, which can be accessed through the Ed1Stop portal.

FOCUS GROUP QUESTIONS ON USE OF GOVERNMENT INFORMATION

The library is upgrading its government website and is conducting focus groups with a variety of library users including representatives from cities, County, and library staff. The library's Documents Specialist, Carol Yuke, questioned Commissioners on government information that they regularly access and what are their preferences when searching for government information. The responses from Commissioners will be included in the library study to determine the government information to include on the library's website.

Commissioners were asked questions about what government information they use the most. Responses included:

- | | |
|----------------------------------|------------------------------------|
| Government forms | Legal information |
| Government rules and regulations | Addresses for public officials |
| Government agencies with banks | Regulation and regulatory websites |
| Post office | Department of Motor Vehicles |

State Department information	Foreign state departments
Government travel alerts	Contra Costa Health Plan information
Energy efficiency information	State codes
Brown Act information	County Advisory Body
County's Madi Book	Freedom of Information Act
How to obtain a public documents	
Memberships of advisory committees	
School District information, including public schools and the Office of Education directory	
County and city agendas and minutes, including Board of Supervisor agendas	

Commissioners commented that they would like one place to access government information instead of searching multiple websites. Also, a form outline that directs the patron to the desired information would be helpful.

Commissioners were questioned about obstacles they encounter when searching for government information. They responded on the difficulty in locating information on websites that seems hidden.

14. AGENDA SETTING FOR NEXT MEETING

- 2006/07 Library Budget
- Consideration of Commissioner Enholm's proposed resolution
- Reauthorization of the Library Commission. The Library Commission is authorized through June 30, 2006. The Library Commission will consider reauthorization for five more years. The process involves being approved by the County Board of Supervisors and then by the cities at the Mayors' Conference.

15. ADJOURNMENT TO THE March 23, 2006 LIBRARY COMMISSION MEETING

The Library Commission meeting adjourned at 9:05pm

Submitted by Corinne Kelly
Executive Secretary
Contra Costa County Library