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CONTRA COSTA COUNTY LIBRARY COMMISSION

Minutes from Thursday, May 25, 2006

1. CALL REGULAR MEETING TO ORDER

Commission Chair, Walter Ruehlig, called the meeting to order at 7:02p.m.

2. COMMISSION BOOKSHELF

Commissioners provided suggestions for current reading:

Title	Author
<u>Return to the future</u>	Sigrid Undset
<u>Skinner's Drift: A Novel</u>	Lisa Fugard
<u>Underworld: A Novel</u>	Don DeLillo
<u>100 Myths about the Middle East</u>	Fred Halliday
<u>The Big E: The Story of the USS Enterprise</u>	Edward P. Stafford and Paul Stillwell
<u>Nixon: The Education of a Politician 1913-1962` and Nixon - Volume II</u>	Stephen E. Ambrose
<u>Truman</u>	David McCullough
<u>The Known World: A Novel</u>	Edward P. Jones
<u>Team of Rivals</u>	Doris Kearns Goodwin

3. ROLL CALL

LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
		VACANT	City of Richmond			
		VACANT	CCC District 1			
		VACANT	City of San Pablo			
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			X
Madfes	Sherry	Library Commissioner	Friends Council	X		
Marshburn	Peggy	Library Commissioner	Office of Education	X		
McClellan	John	Library Commissioner	Town of Moraga	X		
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		

Library Commission Minutes

May 25, 2006

Page 2

LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
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		
Vasa	Utkarsh	Library Commissioner	CC Youth Commission (Alternate)			X
Villegas	James	Library Commissioner	City of Oakley			X
Williams	Adoria	Library Commissioner	City of Hercules (Alternate)	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: 26

Commission positions vacant: 3

Commission quorum: 14

With 22 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: Deputy County Librarian: Public Services, Laura O'Donoghue; Deputy County Librarian: Support Services, Cathy Sanford; Library Specialist, Susan Kantor-Horning; Executive Secretary, Corinne Kelly; County Librarian, Anne Cain.

5. ITEMS FROM THE PUBLIC

There were no comments made.

6. ACCEPTANCE OF MINUTES - Agenda Attachment 1

One change to the March 23, 2006 minutes was requested via e-mail from Commissioner Villegas:

§ On the last page, "Commissioner Loeza said he'd like to call for the question." Should be changed to "Commissioner Villegas said he'd like to call for the question. Commissioner Loeza seconded the motion."

This change has been made in the minutes.

7. APPROVAL OF AGENDA

The agenda for the May 25, 2006 meeting was approved as submitted.

8. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS

Commissioner Burstyn reported that the Walnut Creek Library Foundation's May 21, 2006 "Savor the Summer" fundraising event raised over \$4,000 and over 200 people attended. The event featured international food and wine pairings from five Walnut Creek restaurants and Linda Carucci, Julia Child Director of the Culinary Program at Copia. The annual Walnut Creek *Walk the Library Walk* fundraiser held on May 6, 2006, raised money to cover the costs of books that will be distributed during the summer reading program (June 12 – August 21, 2006). A cookbook author event was held on Sunday, May 21, 2006. Bonanza Books is partnering with the Walnut Creek Library to provide author talks and book signings. A portion of the sales of the books from these events will be donated to the Walnut Creek Library.

Commissioner Pearlstein announced that the Friends of Danville Library raised approximately \$3,100 selling books on Amazon.com. Each book sells for an average of \$53.00. It is advantageous to sell the higher priced books online compared to selling them at the Library's bookstore.

Commissioner Brown said that the Orinda Friends also sells their higher priced books online and earn several thousand dollars a month.

Commissioner Hoisington reminded that the Commonwealth Club holds a speaker's series in the new Veterans' building and it is not necessary to be a member to attend. <http://www.lafayettelib.com/calendarN.html>

Commissioner Fuller announced that Martinez is moving forward with a needs assessment. A proposal to landscape the Martinez Library's patio has been approved by the State and the City of Martinez, who jointly own the land. The Friends are donating time and talent in landscaping. The Friends are also painting the Library's basement.

Commission Chair, Ruehlig, said that his son's Eagle Scouts Troop is landscaping the Antioch Library's patio as one of its projects. Ruehlig shared the recent Antioch Library's newsletter and flyer about needing volunteers. Antioch's Chamber of Commerce named President of the Antioch Library Friends, Linda Locke, Citizen of the Year in January 2006. Ruehlig shared a copy of the Contra Costa County Library's volunteer monthly time record that is available at each location.

Commissioner Madfes said that construction on the Hercules Library is on schedule and she recently toured the building. Hercules Library Foundation and Friends of the Library will be selling books at the City's festival, June 3-4, 2006. Tiles will be available for children to paint and will be installed in the children's garden area.

Commissioner Burstyn is a freelance writer for Contra Costa Times and other newspapers. She is preparing an article on Ed Del Beccaro, President of the Walnut Creek Library Foundation. Burstyn said if Commissioners know of someone else to highlight who supports the library that she could profile, let her know. She is looking for behind the scenes volunteers and groups.

Commissioner Parker said that the Mt. Diablo League of Women Voters supports Proposition 81 and recently included information about it in their newsletter.

Commissioner Smith spoke at the April 2006 Mayors' Conference during public comment about supporting the 2006 California State Construction Bond, Proposition 81. He also spoke at a Concord City Council meeting on

Proposition 81 and suggested that the City consider approaching a development company for a new library, similar to what was done with the Dougherty Station Library. Smith also spoke about the Public Library Foundation (PLF) and supporting the 2006 California State Construction Bond, Proposition 81 during California Library Association's Legislative Day, where he met a Richmond Library Commissioner who discussed Richmond Library's open hours increase. They were originally open 58 hours a week, then moved down to 29 hours and now are open 45 hours a week. Smith shared Richmond Library's brochure with the group.

Commissioner Enholm said that the letters that he has seen from East County have been in favor of Proposition 81.

Commissioner Burstyn mentioned that KQED had a forum discussion Proposition 81, which can be heard online.

Commissioner Whitley said that the Contra Costa Council supported Proposition 81 unanimously. He said that County Librarian, Anne Cain, presented Proposition 81 to the Council's Education Committee. Whitley added that the Tax Payers' Association remains neutral on Proposition 81. Contra Costa Council is a non-profit organization, which began about twenty years ago, made up of businesses and government agencies. Most of the Council's interaction is with the County's Board of Supervisors and on State issues. The Council has evolved into a business advocacy group for the County. There are standing committees within the Council that conduct meetings, such as the Education Committee and the Water Committee for which Whitley is Chair. Linda Best is the Executive Director of the Council and assisted Contra Costa County Library with its Small Business Advisory Board.

Commissioners viewed a DVD about Project Second Chance that was created by KTVU, Channel 2 Television for the March 7, 2006 Dave Barry event that was part of the Lasher Foundation Newsmakers Series. Commissioner Whitley said that the Newsmaker Series is the idea of Steve Lasher (grandson of Dean Lasher), who created this series to fulfill Dean Lasher's ideas that it is important to have public dialog amongst different fields of life. Steve Lasher selects non-profit organizations to feature and works with media partners to produce videos and donates the video back to the organization. For example pairing columnist humorist, Dave Barry, with Project Second Chance. The series is very entertaining and highly successful.

9. CORRESPONDENCE - *Agenda Attachment 2*

Included in the packet:

- § Resolution encouraging a study of the feasibility of improving services at the existing joint-use library operated by the Mt. Diablo Unified School District and the County Library at the Riverview Middle School in Bay Point.

10. REPORT FROM COUNTY LIBRARIAN - *Agenda Attachment 3*

County Librarian, Anne Cain, reported on items of interest:

The County's Board of Supervisors approved the reauthorization of the Library Commission for another five years, through June 30, 2011. The request will now be discussed at the June 1, 2006 Mayors' Conference.

The California Library Association's (CLA) Legislative Day in Sacramento was April 26, 2006. Commissioners Smith and Hoisington attended. Cain missed the morning appointments due to her appearance on a televised Proposition 81 debate. Commissioner Hoisington said that she was pleased that the group was able to see each legislator and discuss issues with either them or their staff (Senators Perata and Torlakson, Assembly members Canciamilla, Hancock and Houston). Commissioner Smith mentioned that they discussed the Public Library Fund (PLF), Proposition 81, and other library issues. Assemblyman Houston recently endorsed Proposition 81 following CLA's Legislative Day.

Cain said that the Library's Strategic Plan was presented to the Mayors' Conference on April 6, 2006 and the

presentation is included in the Commission agenda packet. Cain will meet with Don Blubaugh, Executive Director of the Mayors' Conference, and discuss the next steps. The Strategic Plan is being finalized. The Library's Website has a place where the public can e-mail questions about the Strategic Plan and the Library's Intranet (for library staff) has something similar. When comments are received, Cain responds to them and staff can view all questions and comments.

The new County Administrator, John Cullen, was taken on a library tour on April 18, 2006. Deputy County Librarian: Public Services, Laura O'Donoghue, Deputy County Librarian: Support Services, Cathy Sanford, Administrative Services Officer, Susan Caldwell, and County Librarian Anne Cain used this opportunity to demonstrate how diverse the libraries are and went to Concord and Antioch to see the two largest communities and included a drive by the Prewett Park area in Antioch. Cullen has been a County department head for ten years and is knowledgeable about the growth in East County. The tour also included Dougherty Station to see the self check-in machine. Dougherty Station is the second library in the County to offer self check-in, which gives patrons a return receipt. Cullen also experienced a San Ramon Library program that was packed with patrons participating in a sing-a-long about turning off the television and reading books instead. Mr. Cullen was able to observe Hercules student volunteers processing books for the Hercules Library. The tour provided an opportunity to discuss many library issues with John Cullen.

Contra Costa County Library's budget was presented at the March 23, 2006 Commission meeting. There have not been any changes to the budget since the presentation, which is attached to the minutes in the Commission packet. Cain will share details on the budget with Commissioners individually if they have additional questions.

The grand opening of Monument Futures was held the evening of May 19, 2006. Commissioner Goglio was there and library staff issued library cards and helped patrons use the library databases. Supervisor DeSaulnier donated some of his unspent office expense allowance to the Library to develop library service at Monument Futures. A recent day laborer center opened in the Monument Corridor area, and now Monument Futures offers a book deliver service with book drop with one dedicated library computer. Many of the patrons that will use Monument Futures' library services have not been in the library before and many have transportation issues. Contra Costa County Libraries already have small collections in the Monument Corridor that were created with the Wilruss Trust.

Cain mentioned that Pittsburg Library Volunteer, Juan Rubio, was selected for the County's Youth Hall of Fame 2006. Rubio is a Homework Help volunteer and Pittsburg High School Junior.

Deputy County Librarian, Public Services: Laura O'Donoghue, worked with a team of library staff in creating the *Growing Up with Books* brochure. The project developed from a workshop on emergent literacy and a parent's important role in developing prereading skills in our children. Supervisor DeSaulnier funded this project that focuses on children ages 0-5 years. Library staff worked with Supervisor DeSaulnier's Office in distributing these brochures to 150 schools and within three days the Library received requests for several hundred. The Library would like to receive funding of \$10,000 to translate this brochure into Spanish. Contra Costa County Library now has an early literacy parent education program tool kit that can be taken out into the community.

Commissioner Marshburn volunteers to put the Library in contact with the County's Office of Education contacts for institutions that focus on children ages 0-5 years, such as the County's Child Care Council, the First 5 and Preschool Makes a Difference to assist with distribution of the brochure.

Contra Costa County Library's Summer Reading Program, which runs June 12 – August 21, 2006, has expanded this year to include programs for kids, teens and adults (*attachment to the minutes*). The kids' program's theme is *Paws, Claws, Scales and Tales* and *Creature Feature* for the teens. There is not a theme for adults this

year, but there are raffle tickets for each book completed with weekly prizes and all adults will receive a magnetic receipt holder. Teens receive paperback books and food coupons and kids receive various prizes including an inflatable snake.

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

Commissioner Smith, who represents the BALIS Advisory Board mentioned that BALIS is developing a new Plan of Service. BALIS cancelled the April 29, 2006 training, *Willing Ideas for Library Fundraising*, because of low registration. BALIS endorsed Proposition 81.

12. OLD BUSINESS

None

13. NEW BUSINESS

COUNTY ADMINISTRATOR'S REGIONAL NEEDS ASSESSMENT REPORT –

The County Administrator's Capital Facilities Committee gave an informational report on access to County services with challenges in equitable service to Far East County to the Board of Supervisors on May 9, 2006. County Librarian, Anne Cain, included the report and accompanying board order in the Commission packet. Cain had worked with the Capital Facilities Committee on Contra Costa County Library's response. County services were divided between centralized and decentralized services. The Library is a hybrid with centralized services, including web based services available throughout the County, and decentralized for patrons coming into the Library. The decentralized services are not spread adequately throughout the County.

The Board of Supervisors accepted the report and now the Library is working with Supervisor Piepho's Office on a follow up board order to request approval to study various options in library services in far East County.

Commissioner Enholm commented that he thought the report reflected the inadequacy accurately, particularly in East and Far East County.

OPEN WORLDCAT/CALIFORNIA LIBRARIES CATALOG

Library Electronic Resources Specialist, Susan Kantor-Horning, demonstrated the OCLC (Online Computer Library Center) Open WorldCat (Worldwide Union Catalog) and CalCat (California Libraries Catalog) service. OCLC is a nonprofit, global cooperative membership, computer library service, and research organization whose computer network and services link thousands of libraries worldwide; thereby, furthering access and reducing information costs. OCLC and its member libraries cooperatively produce and maintain WorldCat, the OCLC Online Catalog, containing over 54 million bibliographic records.

Open WorldCat contains approximately 5 million of the most frequently used records that are being loaded into search engines including Yahoo! By providing access to library holdings through search engines, more people are directed to library collections as a first source of information. CalCat, which was funded by an LSTA grant, is a subset of WorldCat and is the union catalog for the State. The California State Library, in conjunction with OCLC and Califa, embarked on this project to provide regional access to library records (*attachment to the minutes*).

The demonstration included accessing the California Libraries Catalog by doing a basic search. The searcher can choose to display the records of public, law, and academic libraries. A search will display the jacket of an item with subject links and places to view and add comments. Clicking on an item's link will direct the user to the owning library's catalog. Kantor-Horning demonstrated how to do an Open WorldCat search in Yahoo! by

including the words “find in a library” along with the title of the item. Results for holding libraries displayed within a given radius to the zip code entered. The OCLC Web site includes WorldCat-enabled Web tools that can be downloaded from their site at <http://www.oclc.org/toolbar/default.htm>.

OCLC is moving towards allowing user access to interlibrary loans. This access would give users the opportunity to check out material from other California libraries. The Contra Costa County Library’s vendor is not currently set up to communicate with other libraries in an interlibrary loan interaction, so this transaction is not yet available online. The Library is investigating options that will allow a seamless interlibrary loan transaction for patrons. Cataloging library holding information for the OCLC database does not diverge from current procedures and does not include double duty as once the information has been inputted into the OCLC database, it requires only a simple download into the Contra Costa County Library’s catalog.

Commissioner Burstyn said that she attended an April 2006 presentation by State Librarian, Susan Hildreth, demonstrating increasing library accessibility and holdings information through Yahoo! and Google. There are plans to have a statewide public relations campaign about CalCat and Open Worldcat. Kantor-Horning reported that Hildreth conducts quarterly Webcasts that are available at infopeople.org/training/webcasts.

Commissioner Whitley questioned if there might be a way to combine Open WorldCat/CalCat in a trial of a library without a building. County Librarian Cain said there are library kiosks dispensing books and cited a Swedish company with kiosks being used in various parts of Europe. The Open WorldCat/CalCat service might work with a library kiosk and be something to look at for reaching locations in the County that don’t have easy access to library services.

Public Library Fund (PLF) - Agenda Attachment 5

The Governor’s May Revision of the State budget proposal includes a \$7 million increase for the Public Library Fund (PLF) and \$7 million increase for the Transaction Based Reimbursement (TBR). An e-mail sent by California Library Association’s Lobbyist, Mike and Christina Dillon, was shared with the group (*attachment to the minutes*). On May 25, 2006, both the Senate and the Assembly approved \$7 million for the PLF and \$7 million for the Transaction Based Reimbursement Program (TBR).

Commissioner Smith has taken an active role in encouraging increasing the PLF. Smith is President of the California Association of Library Trustees and Commissioners (CALTAC) and has been to Sacramento talking to the legislators about the PLF. County Librarian, Anne Cain, thanked Smith on behalf of Contra Costa County Library for his efforts to increase funding in the PLF, which brings Contra Costa County Library PLF up from \$360,00 to \$530,000; an additional \$175,000.

Commissioner Smith said that Library Commissioners have probably received a letter from CALTAC’s Legislation Committee member, Terri McGuire requesting to send letters supporting the PLF to legislators. The Dillons track letters that they are copied on. CALTAC and the CLA Legislative Committee are encouraging library supporters to write letters and e-mails and make telephone calls asking for full funding of the PLF.

Commissioner Smith gave some background on the PLF, which was a funding source created in 1983-1984 to supplement public library funding and the funds can be used for anything to support the library, including operations, books, and computers. The funds are based on a per capita formula. The funds are now less per capita than they were twenty years ago; they dropped over 75% from the original funding. The PLF began an increase last year but is still a long way from full funding. This fiscal year reflects 1/5 of full funding.

Cain added that Contra Costa County Library’s PLF funding decreased over \$1 million in the last two budget years. Full funding would mean over \$2.4 million to Contra Costa County Library. This year’s budget did not

include the PLF because of its uncertainty.

Commissioner Smith motioned that the Commission Chair write letters to legislators that represent Contra Costa County Library thanking them for increasing the PLF and to inform them that the PLF is still not fully funded. All Commissioners agreed to this with no opposition.

14. AGENDA SETTING FOR NEXT MEETING

Commissioner Enholm asked for a tie together of item 13A, County Administrator's Regional Needs Assessment Report, with the County Library's budget. He would like separated out the five libraries in unincorporated areas, those libraries needs and the funding sources for those libraries. Enholm said that he represents Bay Point and Bethel Island and he would like to discuss where funding could come from, other then the County. He would like a discussion on the limited funding sources that there are. Enholm would like to make a presentation on Bay Point and Bethel Island non traditional funding sources.

Commissioner Smith mentioned honoring Senior Branch Librarian, Joyce Gunn, who is retiring in June 2006. Cain said that there will be a party for her at 6pm on June 2, 2006 at the San Ramon Library. Gunn would like everyone to attend. The San Ramon City Council recognized her and the Board of Supervisors passed a Resolution honoring her.

Commissioner Burstyn asked for a status report on the pilot program being held in San Ramon, Hercules and Antioch. She would like to know if it is successful and will it be used as a model Countywide. More information for an update would be available for the September 28 or November 16, 2006 Library Commission meeting. Cain will discuss this with San Pablo Branch Librarian, Elliot Warren, who leads this pilot. Commissioner Peggy Marshburn, Office of Education representative, mentioned that the data from the Ed1StopPortal will be available.

15. ADJOURNMENT TO THE July 27, 2006 LIBRARY COMMISSION MEETING

The Library Commission meeting adjourned at 8:45 p.m.

Submitted by Corinne Kelly
Executive Secretary
Contra Costa County Library