

CONTRA COSTA COUNTY LIBRARY COMMISSION

MINUTES

1. CALL REGULAR MEETING TO ORDER

Commission Chair, Kathy Fuller, called the meeting to order at 7:01p.m.

2. COMMISSION BOOKSHELF

Commissioners provided suggestions for current reading:

<u>Ernie Pyle's War: America's Eyewitness to World War II</u>	James Tobin
<u>Irving Berlin: A Daughter's Memoir</u>	Mary Ellen Barrett
<u>The Chairman</u>	Kai Bird
<u>Raid on the Sun: Inside Israel's Secret Campaign that Denied Saddam the Bomb</u>	Rodger Claire
<u>River Dog, A Journey Down the Brahmaputra</u>	Mark Shand
<u>Blood and Wine: Unauthorized Story of the Gallo Wine Empire</u>	Ellen Hawkes
<u>An Uncertain Inheritance: Writers on Caring for Family</u>	edited by Nell Casey
<u>Made to Stick: Why Some Ideas Survive and Others Die</u>	Chip and Dan Heath
<u>House of Whispers: Book One Of The Supernatural Properties Series</u>	Margaret Lucke

3. ROLL CALL

LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
		VACANT	CCC District 2			
		VACANT	City of Richmond			
		VACANT	Contra Costa Central Labor Council			
Atkinson	Joyce	Library Commissioner	City of Clayton			X
Austin	N. Earl	Library Commissioner	City of Orinda (Alternate)	X		
Boyd	Jeanne	Library Commissioner	City of Clayton (Alternate)			X
Brown	E. Joy	Library Commissioner	City of El Cerrito (Alternate)	X		
Brown	Carol	Library Commissioner	City of Orinda	X		
Burstyn	Deborah Prager	Library Commissioner	City of Walnut Creek	X		
DeLaVega	Rosalind	Library Commissioner	City of Hercules (Alternate)			X
Enholm	Greg	Library Commissioner	CCC District 5	X		
Fugazzi	Ron	Library Commissioner	City of Brentwood			X
Fuller	Kathy	Library Commissioner	City of Martinez	X		
Heidari	Shahrzad	Library Commissioner	CC Youth Commission		X	
Hoisington	Mary Ann	Library Commissioner	City of Lafayette	X		
Hurtado	Jacqueline	Library Commissioner	City of Pittsburg			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
Madfes	Sherry	Library Commissioner	Friends Council	X		
Magann	Kathy	Library Commissioner	City of Pinole (Alternate)	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		
Munson	Dr. Carol Anne	Library Commissioner	CCC District 1	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
Ruehlig	Walter	Library Commissioner	City of Antioch	X		

Library Commission MINUTES

May 22, 2008

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LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
Schmalenberger	Carol	Library Commissioner	City of Pittsburg (Alternate)			X
Shaffer	Ed	Library Commissioner	CC Council (Alternate)			X
Shapiro	Sio	Library Commissioner	City of Hercules (Alternate)	X		
Smith	Alan B.	Library Commissioner	CCC District 4	X		
Tang	Chris	Library Commissioner	City of Concord	X		
Thong	Phing	Library Commissioner	City of Concord (Alternate)			X
Trezek	Joan	Library Commissioner	CCC District 3 (Alternate)			X
Valdez	Cecilia	Library Commissioner	City of San Pablo			X
Vasa	Utkarsh	Library Commissioner	CC Youth Commission (Alternate)			X
Villegas	James	Library Commissioner	City of Oakley		X	
Weinberg	Robert	Library Commissioner	CCC District 2 (Alternate)			X
Whitley	Robert	Library Commissioner	CC Council	X		
Weinstein	A.R.	Library Commissioner	City of Hercules		X	
Wittenbrock	Sandra	Library Commissioner	San Pablo (Alternate)	X		

Total Commission positions: 29

Commission positions filled: 26

Commission positions vacant: 3

Commission quorum: 14

With twenty 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 2011 the special appointees will be counted as follows:

Three representatives votes count
with the cities

- Youth Council
- Friends Council

- Contra Costa Council

Two representatives votes count
with the County

- Superintendent of Schools
- Central Labor Council

4. INTRODUCTIONS

Sid Shapiro was introduced as the incoming Alternate Library Commissioner from Hercules. Also present: Gail McPartland, Deputy County Librarian: Public Services; Laura O'Donoghue, Deputy County Librarian: Public Services; Cathy Sanford, Deputy County Librarian: Support Services; Corinne Kelly, Executive Secretary; Anne Cain, County Librarian.

5. ITEMS FROM THE PUBLIC

There were no items from the public.

6. ACCEPTANCE OF MINUTES

One correction was made:

to page three, Items of Interest, the Stockton Trivia Bee raised over \$70,000 for literacy.

The remaining minutes from the March 27, 2008 Library Commission Meeting were approved.

7. APPROVAL OF AGENDA

The agenda for the meeting of May 22, 2008 meeting was approved.

8. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS

Commissioner Burstyn said that over 300 people attended the City of Walnut Creek's official groundbreaking of the new downtown Walnut Creek Library on May 19th. On April 10th former U.S. Poet Laureate and recent winner of the Pulitzer prize for poetry, Robert Hass, read from his 2007 National Award-winning book, *Time and Materials*, at the Lindsay Wildlife Museum. The City selected the *Life and Times of the Tunderbolt Kid*, a semi-autobiographical memoir by Bill Bryson, as the next City Reads book, and is planning 1950s activities based on the book. Burstyn's article on Anne Cain and the County Library will appear in the June 2008 issue of *Diablo Magazine*. She added that the City of Walnut Creek has term limits on commissioners and this is her last meeting as a Commissioner representing the City of Walnut Creek.

Commissioner C. Brown mentioned that there will be an Orinda Library parcel tax on the June ballot. Measure E signs and "We Love Libraries" stickers are seen throughout the City.

Commissioner Smith is the current President of CALTAC (California Association of Library Trustees and Commissioners). He said that next year's CALTAC workshops include Joan Frye Williams, Library Consultant, who has spoken at previous Library Commission meetings on the Library's Strategic Plan, and Stacey Aldrich, Deputy State Librarian. Smith recently conducted CALTAC Library Board Effectiveness Training in Butte County and said that the Oroville Library is a grocery store converted into a library. Smith recommended visiting the CALTAC Website <http://www.caltac.org/>

Commissioner Whitley questioned if the City of Walnut Creek is including a book sorting machine in the new library facility. Cathy Sanford, Deputy County Librarian: Support Services, said that the book sorting equipment is included in the budget and that the Library issued an RFP in March 2008 for automated materials handling systems for the Walnut Creek, Lafayette, and Pleasant Hill libraries. Staff are comparing costs, evaluating the proposals, and visiting libraries that have different types of sorting machines in operation. Staff will make a recommendation to the City.

Commissioner Hoisington said that she is proud of Steven Falk, City Manager for Lafayette, for his article, "Who says libraries are dead?", that was in the April 12th *Contra Costa Times* during National Library Week. Cain added that Falk was quoted in the June 2008 *Library Journal*, saying that the Lafayette Library gets most of its services from the Contra Costa County Library "I get expertise, economies of scale, deep ties to the community through CCCL as his service provider."

Hoisington said that the rafters are up on the new Lafayette Library and Learning Center, and that the wood used for the rafters is being used in the United States for the first time and is less expensive and stronger than other woods. She said that the Lafayette Community Foundation was successful in raising money to match the State grant to build the new library. Now money is being raised to support library operations. On May 3rd a successful sneak peek event was held at Stanley Middle school, which featured representatives from all twelve consortium partners. Susan Weaver, Lafayette Senior Community Library Manager, is conducting a special services survey through June, to determine special needs of the library community.

Commissioner Parker reported that *Vintage Danville: 150 Years Of Memories* is a book written to chronicle the roots and honor the achievements of the Danville community and the book will debut

on June 28th with authors Beverly Lane and Laura Grinstead speaking at the event. She shared information from the Friends of the Lafayette Library newsletter.

Commissioner Ruehlig said that the City of Antioch is preparing for eBART. There will not be a two-year extension for the Mello Roos tax. The City is now working toward including a 1500 square foot library annex in the Prewett Park Community Center. Cain added that the funding is not available for the facility, and it will depend on fundraising.

9. CORRESPONDENCE

Included in the Commission agenda packet are letters commending Cindy Brittain, Senior Community Library Manager, for being selected as Manager of the Year and Alison McKee, Librarian, for being selected as Employee of the Year; a letter to Kathy Middleton, Antioch Adult Services Librarian, congratulating her on her program at the Antioch Library for adults with developmental disabilities; letters of support for SB 1516, California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2010, to the Senate Education Committee and to the Senate Appropriates Committee. There is also a letter thanking the *Contra Costa County Times* for supporting the Reading Festival and to Dean Osaki of Target® thanking them for the \$30,000 donation for the Reading Festival.

There is also an e-mail correspondence requesting a tool lending library. Commissioners responded that it is not something that they would recommend as an agenda item at the current time. Commissioners felt the Library should continue with the priorities identified in the Strategic Plan.

10. REPORT FROM COUNTY LIBRARIAN

Anne Cain, County Librarian, said that the Board of Supervisors adopted the budget for 2008/2009 on May 6th. The Library budget maintains the current services and open hours.

Commissioner Smith and Commissioner Villegas attended Legislative Day in Sacramento on April 16th. Smith said that he noticed that attendance was lower this year than in previous years. It was nice to thank the Legislators in person for their continued support.

Cain said that in June 2007, the Library reached a milestone of 5 million in circulation. Statistics show that by mid June 2008 the Library will reach 6 million in circulation.

Commissioners discussed that this circulation milestone should be publicly acknowledged, particularly because there are still naysayers about libraries. They suggested a press release on the Library's Website and a subcommittee of Commissioners including Ruehlig, Burstyn, Whitley, C. Brown, and Fuller will draft an editorial or commentary to the newspaper for Chair Fuller to submit from the Commission. Suggestions of what to include in the editorial were made, such as noting that it appears that as the economy slows down, people are taking advantage of free library services and checking out books.

Commissioner Smith suggested that Commissioners share this information with city councils during their meetings.

Commissioner Whitley asked if the self-service check-in and check-out machines had something to do with the increase. Cain said that it would not have been possible to handle these increases in circulation without additional staffing if the library did not have self-service machines. Shipping of material has also been streamlined so that material is sorted once and shipped directly to the next

location, instead of in the past when the material would come to the Shipping Department, be sorted, and then shipped to the libraries. Whitley said that this type of circulation increase is possible with innovative changes and new technology.

Commissioner Marshburn commented how people talked about libraries becoming obsolete and now there is evidence that the library is being well used. She suggested that the commentary be written as a celebration piece.

Cain said that Library staff will be presenting programs at the American Library Association's Conference in June. Kathy Middleton, Antioch Adult/Teen Services Librarian, will present the Antioch Library's Wednesday Club program that engages developmentally disabled adults and Jon Solomon, Web Services Specialist, and Greta Galindo, Antioch Senior Community Library Manager, will present a program on Library a-Go-Go.

The Library will introduce two weekly storytime podcasts for children beginning June 2nd. Podcasting is a simple means of distributing audio content over the Internet. These podcasts can also be downloaded to computers and transferred to personal MP3 players. In addition to the storytime podcasts, the Reading Festival's interview by Anne Cain, County Librarian, of author Susan Griffin discussing her book, *Wrestling with the Angel of Democracy: On Being an American Citizen*, is available on the Library's Website, ccclib.org.

Commissioner Smith said that he attended last month's Mayors' Conference and a suggestion was made for each city to provide information on where to go for help with mortgage and foreclosure issues. He asked if the Library could place something on its Website also. Cain said that this is a great idea and the Library will look into it.

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

Commissioner Smith said that he will be termed out as the BALIS Lay Advisory Board representative after the meeting on Wednesday, May 28th. Recruitment is underway and the press release describing the position was distributed (*attachment to the minutes*). Smith explained that the Board meets four times a year and the best thing about being on the Board is the opportunity to learn what libraries from other jurisdictions are doing.

12. OLD BUSINESS

CONTRA COSTA COUNTY'S READING FESTIVAL

Anne Cain, County Librarian, introduced Laura O'Donoghue, Deputy County Librarian: Public Services, and credited her perseverance in obtaining a \$30,000 donation from Target® for the first annual Contra Costa County Library Reading Festival, which was held May 16th – 18th. Cain suggested that Commissioners view the Board of Supervisor's May 13th meeting as they accept the grant that Dean Osaki from the Target Foundation presented. <http://www.co.contra-costa.ca.us>

O'Donoghue said that she worked with an incredible team, including Susan Lynn, Library Reading and Literacy Manager, Community Library Managers, and subcommittees of Library staff in the year of planning for the Reading Festival and it was a thrill to watch it unfold.

O'Donoghue shared Reading Festival promotional pieces, including club cards, poster boards and the insert that was in the Sunday *Contra Costa Times* the week prior to the Festival which was

distributed to 168,000 subscribers.

Feedback from the Festival and the promotion leading up to the Festival has been positive. The events drew a wide range of attendance from just a few to 700 people attending the presentation by Greg Mortenson, author of *Three Cups of Tea*. The Library is pleased with the Reading Festival's outcome. O'Donoghue believes that the Library developed a long-term relationship with Target® for future reading festivals. A survey will soon be online for customers to help determine what worked, what people liked and disliked, and to gather suggestions for future festivals.

Commissioners suggested having the next festival at another time of year, possibly January or February, although most authors tour in the spring.

Commissioner Madfes thanked the Library for the wonderful event and that she was excited about the authors.

Commissioners asked how people learned that tickets were being distributed for the Mortenson program. O'Donoghue explained that funding for the Reading Festival came in late in the planning stage, so community libraries initially promoted their programs individually. The Danville Library made tickets available for the Mortenson event, which were quickly completely distributed.

Commissioners commented that they could not decide what author to visit and wished they could be at two places at the same time.

Commissioner Burstyn suggested working with Danville's Rakestraw Books, which manages to get popular authors for events.

Commissioner Marshburn commented that not everyone has the same taste in authors and the Festival offered a variety at different locations.

Commissioner Hoisington commented that she attended a Lafayette event, to support her community library, and would have never considered that particular author, but she loved him.

O'Donoghue explained that sometimes logistics determined where authors were placed such as where timeslots were available at the time that the author was available.

Cain commented that even programs that had low attendance were successful. She gave the example of a program where the ten teens attended and received individual attention by the author and had a great time. She added that success is not always measured in numbers.

LIBRARY a-Go-Go UPDATE

Cathy Sanford, Deputy County Librarian: Support Services, leads the Library a-Go-Go team. Sanford said that Contra Costa County Library has the best staff in the world and with their creativity, energy and willingness to go the extra mile, this project is going to be a reality with a major media launch event at 7am on Thursday, May 29th at the Bay Point/Pittsburg BART Station. Parking is difficult at the BART station so it is important that if you plan to attend the event to RSVP for parking instructions. It is recommended to take BART, as many staff plan to do. A shuttle will run from the Pittsburg Library to BART. Sanford shared plastic book bags that will be distributed during the launch event and said that there will be literary characters on site. Staff will be issuing library cards and assisting customers with checking out books and also introducing

potential customers to the Library.

The next Library a-Go-Go should be operating at the Discovery Bay Sandy Cove Shopping Center by the end of July 2008.

Commissioner Hoisington said that she invited the Lafayette City Council to the launch event and everyone at the City Council meeting heard about the Library a-Go-Go.

A Library a-Go-Go update will be included at the July 24th Library Commission Meeting.

13. NEW BUSINESS

NEW VISUAL CATALOG

The Library's Visual Catalog is a revolutionary search tool, powered by Aquabrowser®, that integrates with the Library's catalog data. It enhances the search experience and is superior to the 'classic catalog' in many ways. The Visual Catalog searches by relevancy to search terms placed by the customers. The Library implemented the Visual Catalog on April 7, 2008 and it is available in English and Spanish.

Jon Solomon, Web Services Specialist, demonstrated the Library's Visual Catalog. He explained that the Visual Catalog widens the scope of a typical catalog search by incorporating three design principles: Search, Discover, and Refine.

The Search function is located in the center of the screen and displays a list that works similar to other search engines.

The Discover function is an animated word starburst and is located on the left of the screen. It offers suggestions associated with the term the customer placed in the initial search. This is similar to questions that a librarian would ask during a reference interview when assisting a customer with a request.

The Refine function is located on the right of the screen and provides a breakdown of categories, such as author, subject, format, etc. Clicking in the refine area narrows search results and remembers the refinements. Also in the refine area is content about the selected item that comes in from sources outside of the library catalog, such as how the item is categorized, table of contents and reviews.

The Visual Catalog offers an option to place holds and create personal RSS feeds that notify the customer when the Library receives new items.

The Classic Catalog is still available. Library Staff have all been trained on the Visual Catalog and can assist customers. If there are questions about using the catalogs while accessing them remotely, customers can click on the "contact us" link and they will be responded to within 48 hours.

The Library has received mostly positive feedback from customers and most find the Visual Catalog very effective as a search tool. The Classic Catalog has a 'lists' feature that is not currently available in the Visual Catalog, and this may change. The Library welcomes feedback and Solomon is available to discuss it further.

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14. AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS

- § District II Supervisor, Gayle B. Uilkema, will attend the July 24, 2008 meeting.
- § District IV Supervisor, Susan Bonilla, will attend the September 25, 2008 meeting.
- § District V Supervisor, Federal Glover, Chair, will attend the November 20, 2008.
- § District I Supervisor, John Gioia, and District III Supervisor Mary Piepho, have been invited to attend a future meeting.
- § Update on continued collaboration with schools and library electronic resources, including Contra Costa County Office of Education and the ed1stop portal.
- § Library senior services
- § Report on Free2 Campaign
- § Report on the Library a-Go-Go
- § Report on the outcome of surveys from the first annual Library Reading Festival

15. ADJOURNMENT TO THE July 24, 2008 LIBRARY COMMISSION MEETING

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

Submitted by Corinne Kelly
Executive Secretary
Contra Costa County Library

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