

MEETING OF THE LIBRARY COMMISSION  
**A G E N D A**

DATE: Thursday, March 17, 2022


TIME: 7:00 p.m. LIBRARY COMMISSION MEETING

LOCATION: **The Meeting will be held virtually via Zoom. You may click on the link below or copy/paste it into your browser. The meeting password is 716318 You may also dial in using this number: 1(669) 900-9128 Meeting I.D.: 818 1649 2454**

**Link:**

<https://us06web.zoom.us/j/81816492454?pwd=Q1hJVFZWWjZsQU0rOHhKTVZNRTIvUT09>

- Electronic agenda packet viewing is available at: <https://ccclib.org/commission/>
- Hard copy agenda packets are available for viewing at each Contra Costa County Library
- The meeting will be recorded for record keeping purposes

 The Library Commission will provide reasonable accommodations for persons with disabilities planning to attend Library Commission meetings who contact Library Administration at least 72 hours before the meeting, at (925) 608-7730. After 72 hours prior, accommodations will be on a best-efforts basis.

**To slow the spread of COVID-19, the Health Officer's Shelter Order of June 16, 2020, prevents public gatherings ([Health Officer Order](#)). In lieu of a public gathering, the Library Commission meeting will be accessible via Zoom to all members of the public as permitted by the Governor's Executive Order N29-20.**

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa County Library Commission to a majority of members of the Library Commission less than 96 hours prior to that meeting are available for public inspection at Contra Costa County Library Administration, 777 Arnold Drive, Suite 210, Martinez, CA 94553.

Library Commissioners, please **call Library Administration**, at (925) 608-7700 by 5 p.m. **Wednesday, March 16, 2022 if you will NOT be at the meeting.** A quorum must be established before a meeting can be held. A record is maintained of Commissioner's attendance.

- 1. 7:00 p.m.  
(5 mins.)** **CALL THE MEETING TO ORDER / ROLL CALL**  
The Library Commission Chair will call the meeting to order. Walter will do a roll call to determine a quorum of attendees.
- 2. 7:05 p.m.  
(5 mins.)** **WELCOME & INTRODUCTIONS**  
Visitors will have an opportunity to introduce themselves; self-introductions are voluntary.
- 3. 7:10 p.m.  
(5 mins.)** **PUBLIC COMMENT**  
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 speakers may text your comments/questions to 925-723-2873 during the meeting. Public comment on agenda items can also be e-mailed to the Library Commission at [walter.beveridge@library.cccounty.us](mailto:walter.beveridge@library.cccounty.us) to be received one day prior to the Library Commission meeting.
- 4. 7:15 p.m.  
Action  
(5 mins.)** **ACCEPTANCE OF MINUTES – attachment 1**  
Commissioners will approve or amend the minutes from the January 2022 meeting.

5. 7:20 p.m. **COUNTY LIBRARIAN REPORT - *attachment 2***  
Information  
(10 mins.) County Librarian Alison McKee will submit a written report on items of interest to Commissioners.

**PRESENTATIONS**

6. 7:30 p.m. **ORANGEBOY PATRON SURVEY RESULTS – *attachment 3***  
PRESENTATION  
(50 mins.) Sandy Swanson, President of OrangeBoy will present the results of the 2021-22 OrangeBoy patron survey to the Commission.

**CONTINUED BUSINESS**

7. 8:20 p.m. **WORKING COMMITTEE REPORTS –**  
ACTION  
(20 mins.)
- A. Commissioner Hildreth will report to the Commission on legislative matters **(10 minutes)**
  - B. Vice Chair Gemmer will update the commissioners on the current status of the Library Foundation Advisory Group **(5 minutes)**
  - C. Discussion of the annual report/work plan process and opportunity to volunteer. **(5 minutes)**

**OTHER BUSINESS**

8. 8:40 P.M. **ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS**  
Information  
(15 mins.) Commissioners or library staff may make announcements regarding the Library Commission and Library or Friends group activities of interest to other Library Commission members.
9. 8:55 p.m. **AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS**  
(5 mins.) Commissioners will suggest items for future meetings.
10. 9:00 p.m. **ADJOURNMENT to the May 19, 2022 LIBRARY COMMISSION MEETING.**

**ITEMS TO CALENDAR**

- 1. LC Meeting, Thursday, May 19, 2022
- 2. LC Meeting, Thursday, July 21, 2022
- 3. LC Meeting, Thursday, September 15, 2022
- 4. LC Meeting, Thursday, November 17, 2022

**CONTRA COSTA COUNTY LIBRARY COMMISSION**

**AGENDA ATTACHMENT 1**

**MEETING DATE:** Thursday, March 17, 2022

**AGENDA ITEM #:** 4.

**ITEM:** ACCEPTANCE OF THE MINUTES

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**RECOMMENDED ACTION:**

Commissioners will vote to accept, with or without edits, the minutes from the January 20, 2022 commission meeting.

**MEETING OF THE LIBRARY COMMISSION**  
**Minutes**

DATE: Thursday, January 20, 2022

**1. CALL THE MEETING TO ORDER / ROLL CALL**

Chair Michael Fischer called the meeting to order at 7:03 p.m.

LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
Vacant		Library Commissioner	CCC District 3			
Vacant		Library Commissioner	City of Walnut Creek (Alt)			
Bracken	Katherine	Library Commissioner	City of Pleasant Hill	x		
Campbell-Miller	Brian	Library Commissioner	City of Hercules			x
DeFraga	Matthew	Library Commissioner	City of Martinez	x		
Dexter	Jim	Library Commissioner	City of Martinez (Alt)	x		
Dozier	Julia	Library Commissioner	City of Pleasant Hill (Alt)	x		
Faye	Vivian	Library Commissioner	City of Brentwood (alternate)		x	
Ferree	Jacalyn	Library Commissioner	City of Clayton	x		
Fitzpatrick	Arnold	Library Commissioner	City of Oakley (Alternate)	x		
Fischer	Michael	Library Commissioner	City of El Cerrito	x		
Garde	Shrikant	Library Commissioner	City of Orinda	x		
Gemmer	Nicole	Library Commissioner	Town of Danville	x		
Harlan-Obeidi	Charlene	Library Commissioner	City of San Pablo (Alternate)	x		
Hildreth	Susan	Library Commissioner	CCC District 2			x
Hinton	Stacie	Library Commissioner	Central Labor (alternate)		x	
Hoisington	Mary Ann	Library Commissioner	City of Lafayette	x		
Huh	Dr. John M.	Library Commissioner	City of Antioch	x		
Koops	Barry	Library Commissioner	City of El Cerrito (alternate)	x		
LeFrak-Bellici	Zelda	Library Commissioner	City of Pittsburg	x		
Mac	Ly	Library Commissioner	City of San Ramon	x		
Maher	Janette	Library Commissioner	Town of Moraga (Alternate)		x	
Masuda-Nash	Michel	Library Commissioner	City of San Ramon (Alt)	x		
Medrano	Antonio	Library Commissioner	City of San Pablo	x		
Molinelli	Jasun	Library Commissioner	City of Walnut Creek		x	
Morgan	Sarah	Library Commissioner	Town of Moraga	x		
Pena-Mendrek	Yolanda	Library Commissioner	City of Oakley		x	
Pursley	George	Library Commissioner	City of Pinole	x		
Robinson	Rich	Library Commissioner	CCCCD		x	
Rosekind	Rachel	Library Commissioner	CCC District 1	x		
Mackey	Lynn	Library Commissioner	Office of Education			x
Sendig	Linda	Library Commissioner	City of Brentwood	x		
Smith	Alan	Library Commissioner	CCC District 4	x		
Smith	Tommy	Library Commissioner	City of Concord	x		
Swernoff	Michael	Library Commissioner	CCC District 2 (Alt)	x		
Thomas	Bryan	Library Commissioner	Central Labor		x	
Walker	Dorothy	Library Commissioner	City of Lafayette (Alternate)	x		

With twenty commissioners present, a quorum was established.



Total Commission positions:	24
Commission positions filled:	23
Commission positions vacant:	1
Commission quorum:	13

**2. INTRODUCTIONS**

Two new commissioners attending this evening: Jim Dexter, Alternate from City of Martinez and Michel Masuda-Nash, Alternate from City of San Ramon.

**3. PUBLIC COMMENT**

None this evening.

**4. ACCEPTANCE OF THE MINUTES**

Chair Fischer made a suggestion for rewording the Public Comment paragraph in the minutes from November. Commissioner DeFraga made a motion to approve the revision. The motion was seconded by Vice Chair Gemmer.

*The motion was approved by consensus of the commission.*

Next a motion was made by Commissioner Wilson to accept the minutes with the revision, The motion was seconded by Commissioner LeFrak.

*The motion was approved by consensus of the commission.*

**5. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS –**

**Commissioner Hoisington:** Commissioner Hoisington began with a reminder of the Lafayette Library's monthly WOW program titled "Let's Talk Table Talk." It will begin at 2pm on February 9<sup>th</sup> and you must register beforehand to participate. She also shared that like other Friends groups around the county, book sales at the Lafayette Friends Bookstore and their online sales as well have been on the rise lately. This is great news, as aside from the monthly rent the Friends pay to the city for the Bookstore, all the rest of the income goes to support the Learning Center and programs at the library.

**Commissioner Dexter:** Wanted to extend a big "Thank You" to the commissioners that participated in his recent orientation meeting.

**Commissioner Swernoff:** Wanted to note that the City of Orinda is in the process of adding a mural to the side of their building to enhance the downtown space and add a bit of life to the area it's in.

**Commissioner DeFraga:** Wanted to welcome his new alternate, Jim Dexter, to the commission. The City of Martinez had been somewhat resistant to the idea of adding an alternate commissioner to the commission because they didn't really understand the need for one. He worked with Library staff Walter Beveridge, who went over and above what his job description would require, to educate the city clerk of Martinez. Together they were able to demonstrate the value of an alternate since this will ensure that the City of Martinez will always have someone present to vote on their behalf.

**6. CCC GENERAL PLAN –**

Will Nelson from the County's Department of Conservation and development did a PowerPoint presentation for the Commission, which is appended to these minutes.

**7. PLEASANT HILL LIBRARY -**

Senior Community Librarian Patrick Remer and City Engineer Ananthan Kanagasundaram did a PowerPoint presentation, which is appended to these minutes.

**8. RACIAL EQUITY TRAINING –**

County Librarian Alison McKee and Senior Community Library Manager Alison Peters gave a PowerPoint presentation which is appended to these minutes.

**9.A. Legislative Working Group –**

Vice Chair Gemmer began by acknowledging Commissioner Alan Smith's years of dedicated service leading legislative efforts on behalf of the Contra Costa County Library and Library Commission. After 19 years, Commissioner Smith is stepping down from this working group. Any commissioners interested in working on the legislative committee, or any legislative efforts for the library commission, should let Walter know.

**Governor's Proposed Budget:**

On January 10, 2022, Governor Newsom proposed the FY22/23 budget, and it contained some very good news for libraries. First, a \$5 million increase for the Lunch at the Library program. This new funding is not only a significant increase from the current funding level of \$800,000 for the program but is also a proposal which recommends that this funding be ongoing. The Contra Costa County Library already participates in this program and would benefit from this increase. Second is an \$8.8 million increase for online job training and workforce development. These are one-time funds and support two additional years of free online job training and educational upscaling programs available through local public libraries. These resources are currently offered by our library system and would be available for about two more years if funding is approved. Third, the CLA has identified increased funding for the California Library Services Act as one of its 2022 legislative priorities. The CCCL is currently a member of the Pacific Library Partnership, which is a CLSA system. Funding for systems is at the FY21/22 level in the Governor's proposed budget. Additional funding for the PLP could offset costs for CCCL to participate in Link+.

Additions and changes can be made to the Governor's proposed budget and would be included in the budget version that is released in May, called the May Revise.

The recommendation from the Legislative Committee is that a letter in support of the Governor's proposed 22/23 budget and a letter requesting support for additional funding for CLSA systems be considered at the March 17<sup>th</sup> commission meeting to forward to the Board of Supervisors for their endorsement.

**Measure X Funding:**

The BOS has made allocation decisions for most of the sales tax funds generated by Measure X. As of December 2021, there was approximately \$11 million in one-time funds and \$750,000 in ongoing funds that remained uncommitted. The Board of Supervisors is expected to make decisions on these remaining funds at their February 22<sup>nd</sup> meeting. The CCC Librarian submitted a request for \$200,000 of ongoing funds for staff for the library's new early literacy outreach van, and \$8.1 million in one-time funds for deferred maintenance on county-owned Library facilities.

The Contra Costa Library Foundation Organizing Committee (CCLFOC) also submitted a request for \$300,000 for one-time funds to help establish the foundation. The recommended action for the commission is to authorize the commission chair to send letters of support to the BOS for the requested library funding and for the organizing committee request.

Vice Chair Gemmer then made a motion to approve the chair to write and send these letters of recommendation to the BOS. Commissioner A. Smith seconded the motion. Chair Fischer called for discussion and there being none, asked if anyone was opposed.

*Seeing no opposition, the motion was passed by consensus vote of the commission.*

**9.B. Library Foundation Working Group –**

VC Gemmer reported that on December 5<sup>th</sup> the CCLFOC submitted a proposal to the BOS Finance Committee for \$300,000 in one-time Measure X funds to help establish the foundation. Items emphasized in that proposal were rationale and structure. CCC libraries suffer from insufficient funding and the lack of a countywide foundation to enhance public funding, particularly relative to the funding structure of other surrounding Bay Area counties. Also discussed were the systemic disparities that result from the uneven contributions of Friends and Foundation groups and cities/towns to particular libraries, which manifests in differences in open hours, programming and resource quantity and quality. The proposal highlighted the intent of the foundation to be an independent non-profit that works with the community to raise funds for critically needed programs and services for the library system. It also emphasized that the foundation will seek opportunities for potential collaboration and organizational development with our local library foundations and friends groups.

The foundation's initial priorities include funding for electronic resources that can be used by all county residents, strengthening the capacity of library support groups through an affiliate program, and developing capital projects in impacted communities.

One final item to reference from the proposal is that Measure X offers a unique opportunity for the county to spearhead the development of the Contra Costa Library Foundation and would signal the Board's endorsement of its creation. We would expect that this support would be a catalyst for significant new streams of income for the library and would pay many dividends to our communities.

On January 17<sup>th</sup> the proposal was amended to include additional data and support related to library funding, similar countywide foundations and nearby counties and the impact of funding disparities on branch libraries within the county system. It is expected that the proposal will be presented to the Board in February. VC Gemmer closed by mentioning her appreciation to the commission for their support for the proposal by approving the sending of a letter of support to the BOS.

VC Gemmer then shared with the commission that the foundation organization team has a new member: Katherine Bracken, commissioner from Pleasant Hill, has joined the team. She has jumped right in to offer feedback and insight.

The foundation group's focus over the next several months will be supporting the Measure X proposal, continued definition of the foundation goals and structure, and work towards confirming a fiscal sponsor relationship.

**10. COUNTY LIBRARIAN REPORT –**

County Librarian McKee began by mentioning her remarks tonight would only be items worth mentioning that weren't available at the time the packet was sent to Print & Mail. New resources that are available are Get Set Up and Coursera. Next she welcomed the two new commissioners: Jim Dexter, alternate from Martinez, and Michel Masuda-Nash, alternate from San Ramon.

Finally, Alison wanted to reiterate the Legislative Group's thanks to Commissioner Alan Smith. Alison has worked for the library for twenty years and Alan has been the Legislative liaison for the entire time. He has done a fantastic job, showing us all how it's done. She is glad he finally has the chance to sit back a bit and let some new people carry the flag on this effort. Thank you, Alan, for everything you've done on that front and continue to do as a library commissioner!

**11. AGENDA SETTING FOR NEXT MEETING AND FUTURE TOPICS –**

No topics were offered so commissioners were invited to send any thoughts to Walter.

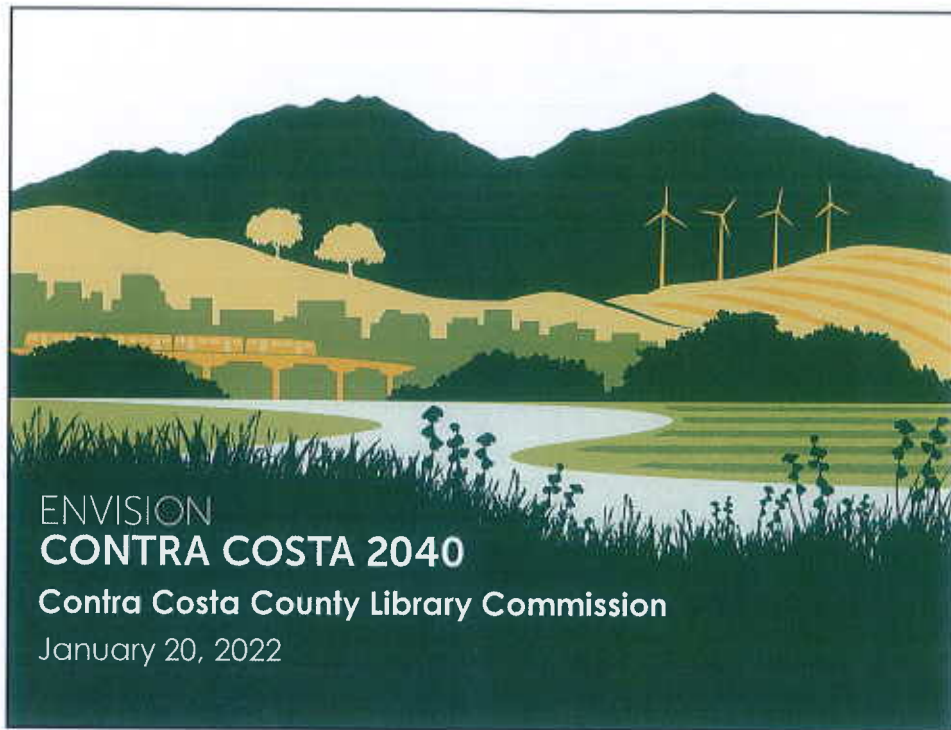
**12. ADJOURNMENT TO THE March 17, 2022, LIBRARY COMMISSION MEETING.**

The meeting was adjourned at 8:58 p.m.

Submitted by Walter Beveridge  
Executive Secretary, Contra Costa County Library







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## What is the General Plan?

### » "Constitution" for land use planning

- Local jurisdiction's highest planning document
- The basis for a jurisdiction's land use decisions
- Establishes a vision and provides consistent direction for future development
- Balances growth, conservation, and quality of life



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## Why is the General Plan Important?

The General Plan affects many aspects of our lives, including:

- » Housing and job opportunities available in our communities
- » Community character and design
- » Public facilities and services (police, fire, parks, flood control, etc.)
- » Roadway design and construction
- » Risks to people and property from natural and human-caused hazards
- » Resource conservation



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## **Why Update the General Plan Now?**

- » Existing General Plan is 31 years old and doesn't address many of the challenges communities currently face
- » SB 375 – Sustainable Communities Strategy/Plan Bay Area
- » AB 379 – Climate Change Adaptation and Resilience
- » SB 1000 – Environmental Justice
- » Numerous laws related to housing
- » New laws related to wildfires and public safety
- » Consistency with other plans and initiatives (Local Hazard Mitigation Plan, Adapting to Rising Tides, Land Use and Resource Management Plan for the Delta)

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## **Components of the General Plan**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>» <b>Required Elements</b> <ul style="list-style-type: none"> <li>• Land Use</li> <li>• Transportation</li> <li>• Safety</li> <li>• Noise</li> <li>• Open Space</li> <li>• Conservation</li> <li>• Housing</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>» <b>Optional Elements in Current General Plan</b> <ul style="list-style-type: none"> <li>• Growth Management</li> <li>• Public Facilities/Services</li> </ul> </li> <li>» <b>New Element for 2040 General Plan</b> <ul style="list-style-type: none"> <li>• Stronger Communities</li> </ul> </li> </ul> |
|--|---|

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## Components of the General Plan

- » **Goals:** Describe the result sought by the County. Each goal has one or more associated policies and/or actions.
- » **Policies:** Statements that guide decision-making as the County works to achieve the associated goal.
- » **Actions:** Measures, procedures, or techniques the County implements to achieve the associated goal.
- » **Narrative:** Background, context related to the various topics covered in the General Plan.
- » **Graphics:** Maps, charts, photographs, etc. Some graphics are regulatory while others are contextual.

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## Four Themes Throughout the New Plan

### » Economic Development



### » Environmental Justice



### » Sustainability



### » Community Health



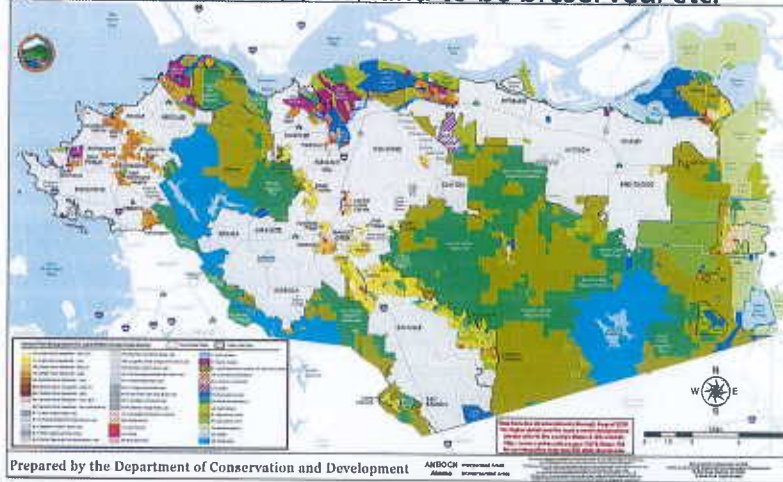
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## Land Use Map

- » Land use designations specify types and intensities of development, public uses, land to be preserved, etc.



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## What is the Zoning Code?

- » Zoning map and districts
- » Regulations that control physical development
  - Permitted uses
  - Permitting requirements
  - Specific site development standards – setbacks, parking, lighting, signage, fences, trash enclosures, etc.
- » General Plan vs. Zoning Code
  - Zoning Codes implement the General Plan with specific development regulations:
    - General Plan = "Residential"
    - Zoning Code = "Single-family; Multiple-family"

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## **Climate Action Plan (CAP) Update**

### » **What is the CAP?**

- Sets greenhouse gas (GHG) emissions reduction targets for the county
- Establishes a plan to reach those targets
- Implements the climate-related policy direction of the General Plan



### » **Why is the CAP being updated?**

- State law has changed since the CAP was adopted in 2015
- New GHG reduction strategies are available
- Evolving understanding of resilience and adaptation to climate change
- Opportunity to improve how the CAP is implemented
- CAP can better integrate with the new General Plan

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## **Environmental Impact Report (EIR)**

### » **California Environmental Quality Act (CEQA) requires disclosure of a project's potential impacts on the physical environment**

#### » **EIR must:**

- Disclose information about the effects the project could have on the physical environment
- Identify measures to mitigate environmental impacts
- Describe feasible alternatives to the proposed project

#### » **Public review**

- Initial 30-day scoping period – tell us what to analyze
- Minimum 45-day review of Draft EIR – comment on the analysis

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## Opportunities for Public Involvement

- » [Envisioncontracosta2040.org](https://Envisioncontracosta2040.org)
- » Community Meetings
- » Focused Meetings
- » Sustainability Commission
- » County Planning Commission
- » Board of Supervisors



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## Online Participation

[Envisioncontracosta2040.org/online-engagement](https://Envisioncontracosta2040.org/online-engagement)



Envision Contra Costa 2040

Home Overview ▾ Events ▾ Documents **Participate Online** Contact Us Additional Resources ▾

### Online Engagement

What are your ideas?



**Sign up for our mailing list!**

Enter your email address:

**Sign up**

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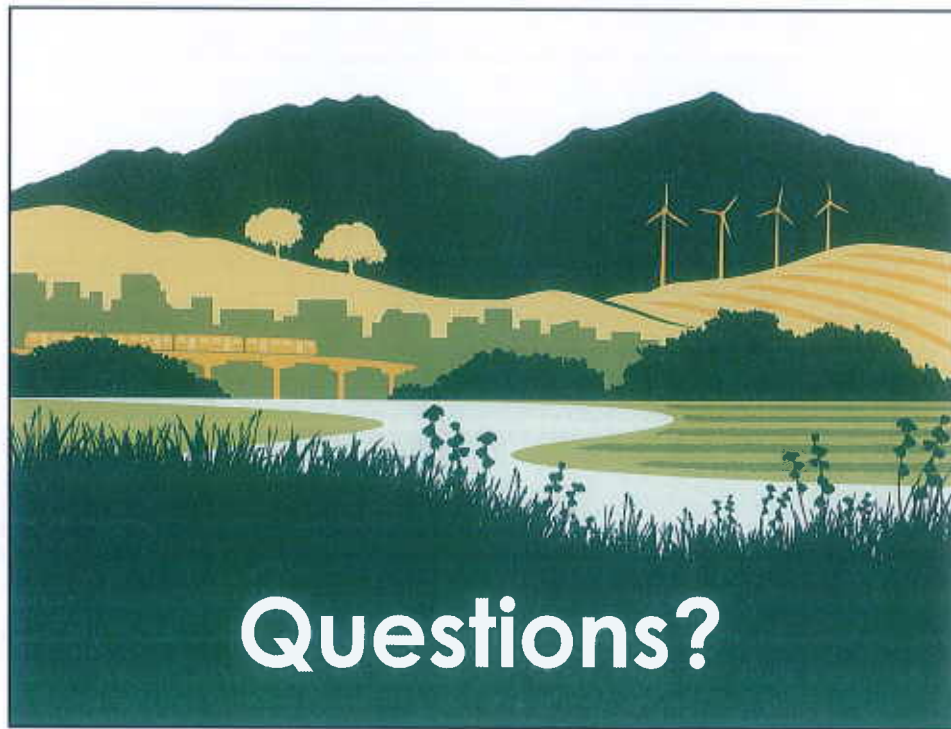
14

### Library-Related Goal, Policies, and Actions

- » **Goal:** Library services that meet the informational and social needs of county residents.
- » **Policy 1:** Locate library facilities and services along well-traveled thoroughfares and transit routes accessible to the greatest number of people and in newly-developed areas.
- » **Policy 2:** Ensure the County's budget provides adequate funding for maintaining and improving library operations.
- » **Action 1:** Develop library service and facility standards, identify standards not being met, and seek necessary funding to achieve those standards.
- » **Action 2:** Adopt a library impact fee for new development.

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## Contact Information

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[envisioncontracosta2040.org](http://envisioncontracosta2040.org)

ENVISION CONTRA COSTA 2040

# ARRIVING

## At The New Pleasant Hill Library



Presentation to  
the Contra Costa  
County Library  
Commission  
January 20, 2022

## The Journey

**2016** Voters pass Measure K, ½ ¢ sales tax

**2017** Project awarded to Bohlin Cywinski Jackson

**2017-2018** Community-driven design

**July 2018** Land-Use MOU

**July 2020** Move to temp library at City Hall

**September 2020** Groundbreaking

**February 2021** Foundation poured

**May 2022** Target Completion



**By the Numbers:**

5 acre site

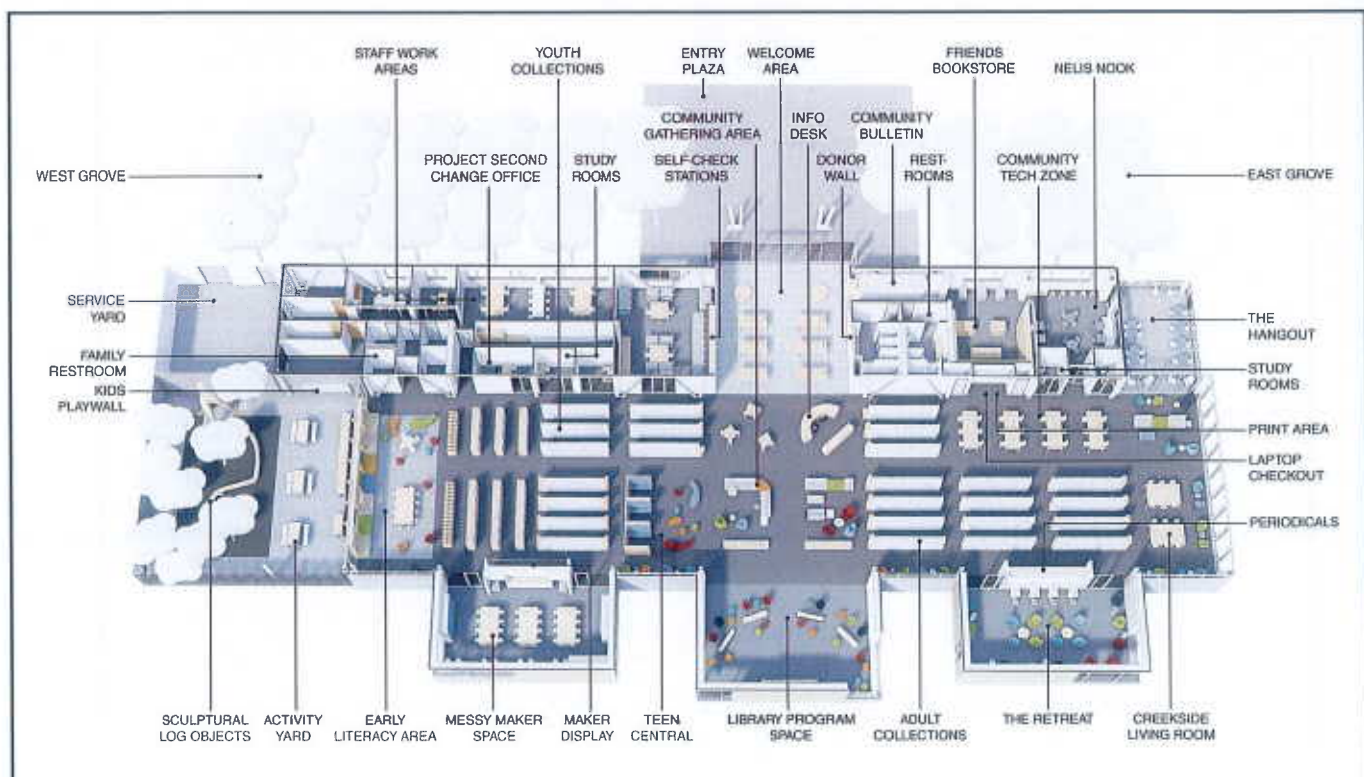
24,000 sq.ft.  
building

\$24M  
budget

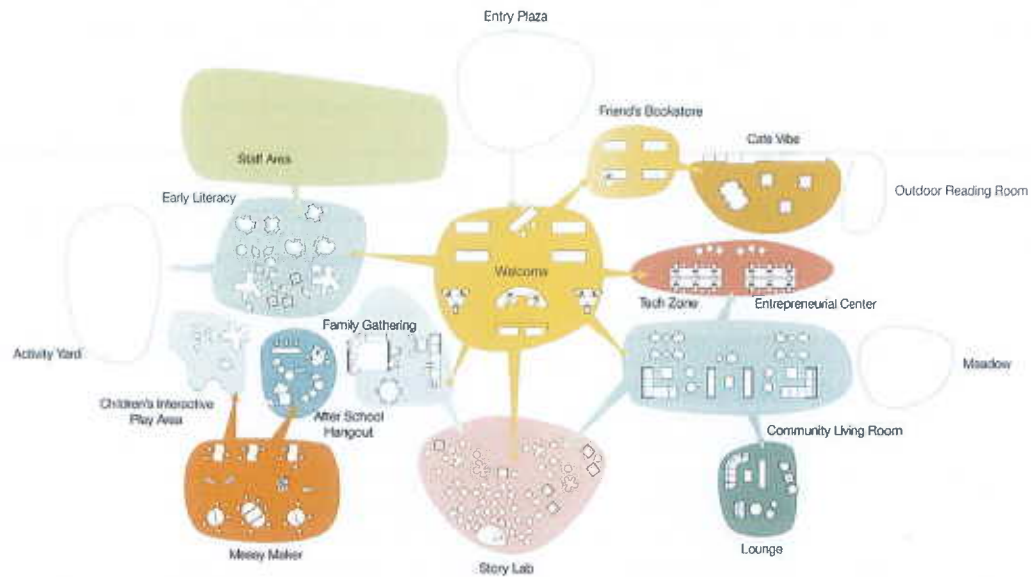








## Planning Principles for the Building Layout

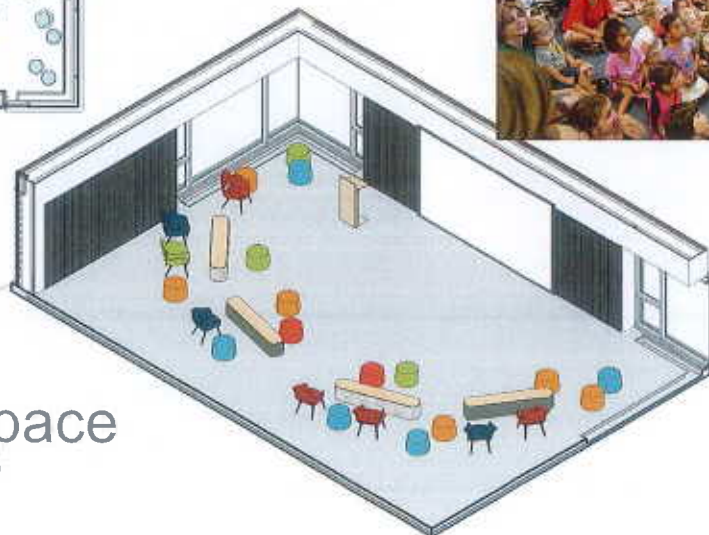
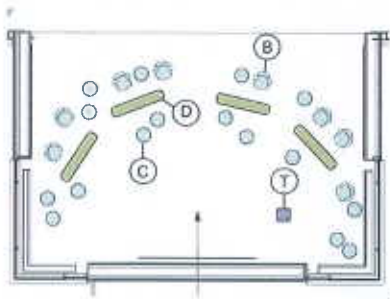


Bringing People And Ideas Together...









Program Space  
"Story Lab"

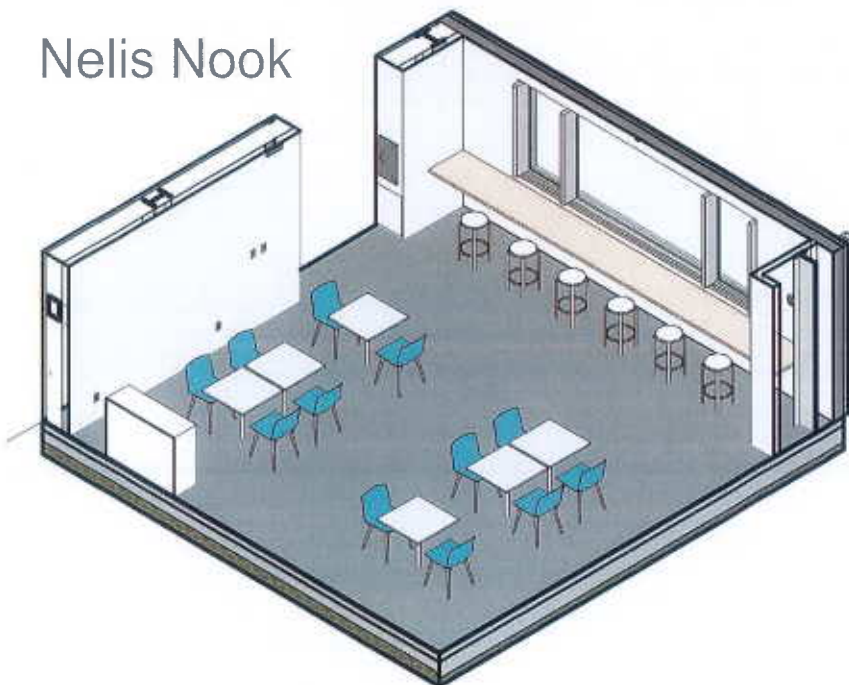




+ Mobile Computing



Nelis Nook



STACKABLE CHAIRS



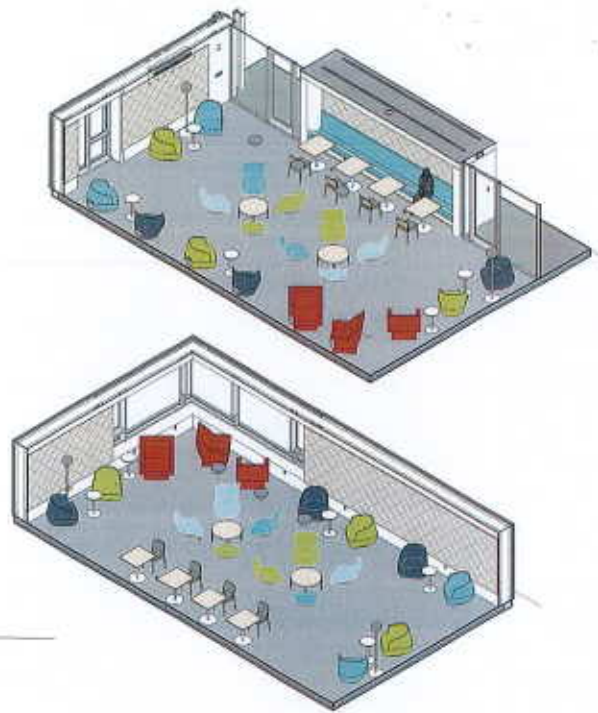
CAFE TABLES



STOOLS



## The Retreat

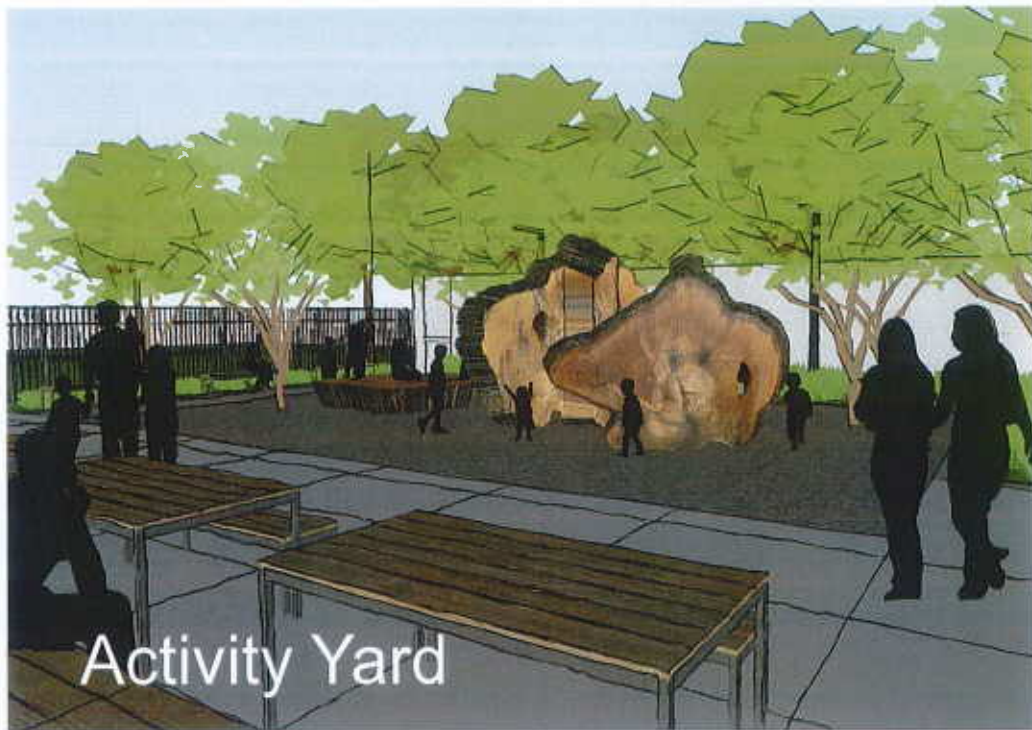


Makerspace









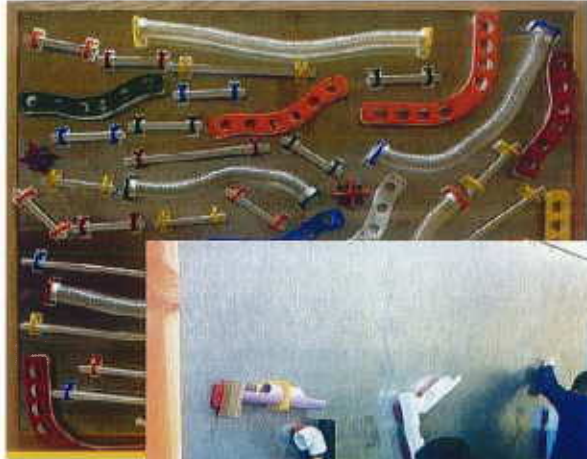
Activity Yard

Sculpture by Evan Shively



100 yr. Old Eucalyptus





Play Wall



Q & A

