

MEETING OF THE LIBRARY COMMISSION
A G E N D A

DATE: Thursday, January 19, 2023


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 232486 You may also dial in using this number: 1(669) 900-9128 Meeting I.D.: 811 4391 8224

Link:

<https://us06web.zoom.us/j/81143918224?pwd=MIpkMzhQc1lwOHF3WTJlOjV2VDZsZz09>

- 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, January 19, 2023 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 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 July 2022 meeting.
5. **7:20 p.m.**
Information
(10 mins.) **COUNTY LIBRARIAN REPORT - *attachment 2***
County Librarian Alison McKee will submit a written report on items of interest to Commissioners.
6. **7:30 p.m.**
Information
(5 mins.) **AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS**
Commissioners will suggest items for future meetings.

PRESENTATIONS

7. **7:35 p.m.**
PRESENTATION
(50 mins.) **PANDEMIC RECOVERY – HOW ARE WE DOING? –**
County Library Alison McKee will discuss the data comparisons from FY18-19 and FY21-22.

CONTINUED BUSINESS

8. **8:25 p.m.**
ACTION
(15 mins.) **WORKING COMMITTEE REPORTS –**
 - A. Commissioner Dozier will report to the Commission on legislative matters. **(5 minutes)**
 - B. Vice Chair Gemmer will update the commissioners on the current status of the Library Foundation Advisory Group. **(5 minutes)**
 - C. Review of the 2022 annual report/work plan process and forward planning **(5 minutes)**

OTHER BUSINESS

9. **8:40 p.m.**
ACTION
(10 mins.) **COMMISSIONER WORK PLAN REPORTING OUT - *attachment 3***
Commissioners will use this time to report on activities they've completed that relate to the work plan objectives submitted to the BOS in the Annual Report.
10. **8:50 P.M.**
ACTION
(5 mins.) **CORRESPONDENCE -**
Commissioners will review commission correspondence
11. **8:55 P.M.**
Information
(5 mins.) **COMMISSIONER ANNOUNCEMENTS –**
Commissioners can use this time to share upcoming events, book sales and any other library-related information.
12. **9:00 P.M.** **ADJOURNMENT to the March 23, 2023 LIBRARY COMMISSION MEETING.**

ITEMS TO CALENDAR

- 1. LC Meeting, March 16, 2023**
- 2. LC Meeting, May 18, 2023**
- 3. LC Meeting, July 20, 2023**
- 4. LC Meeting, September 21, 2023**
- 5. LC Meeting, November 16, 2023**

CONTRA COSTA COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 1

MEETING DATE: Thursday, January 19, 2023

AGENDA ITEM #: 4.

ITEM: ACCEPTANCE OF THE MINUTES

RECOMMENDED ACTION:

Commissioners will vote to approve, with/without edits, the minutes of the November 17, 2022 meeting.

MEETING OF THE LIBRARY COMMISSION
Minutes

DATE: Thursday, November 17, 2022

1. CALL THE MEETING TO ORDER / ROLL CALL

Chair Michael Fischer called the meeting to order at 7:00 p.m.

LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
Alaura	Claire	Library Commissioner	CCC District 3	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	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		
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		
Louie	Clifton	Library Commissioner	CCC District 3 (Alt)	x		
Lurvey	Heather	Library Commissioner	City of Walnut Creek (Alt)	x		
Mac	Ly	Library Commissioner	City of San Ramon	x		
Maher	Janette	Library Commissioner	Town of Moraga (Alternate)		x	
Marcotte	Jo Ellen	Library Commissioner	City of Hercules	x		
Masuda-Nash	Michel	Library Commissioner	City of San Ramon (Alt)	x		
Means	Richard	Library Commissioner	City of Pleasant Hill (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		
Sanguedolce	Robert	Library Commissioner	Town of Danville (Alt)	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	
Wilson	Peter	Library Commissioner	CCC District 5			x
Wysinger	Carolyn	Library Commissioner	CCC District 1 (Alt)	x		

With twenty-two commissioners present, a quorum was established.

Total Commission positions:	24
Commission positions filled:	24
Commission positions vacant:	0
Commission quorum:	13

2. INTRODUCTIONS

Two new commissioners attending this evening: Richard Means, Alternate Commissioner Pleasant Hill and Jo Ellen Marcotte, Primary Commissioner from Hercules.

3. PUBLIC COMMENT

Commissioner Alan Smith made a point to mention during Public Comment that the blue color font on the Commission's agenda is very difficult to see for persons with various sight impediments and requested a different color choice if possible.

4. ACCEPTANCE OF THE MINUTES

Vice Chair Gemmer commented that while the minutes show her in attendance at the September meeting, she was indeed excused. She was also credited with having given the Foundation update at that meeting, which was instead presented by Commissioner Rosekind.

Commissioner Dozier then made a motion to approve the minutes with the corrections suggested by Vice Chair Gemmer. Commissioner Huh seconded the motion.

The motion was approved by commission vote, seventeen Aye votes, four abstentions and one No vote.

5. COUNTY LIBRARIAN REPORT –

In addition to the written report, Alison also provided the following:

- County Librarian Alison McKee introduced new commissioners Richard Means, (Pleasant Hill alternate) and Jo Ellen Marcotte, Hercules. Jo Ellen was previously a member of the commission.
- She also mentioned two commissioners who have recently resigned from the Commission: Ly Mac from San Ramon and Carolyn Wysinger (Alt) from District One.
- Alison also shared that she had attended the LLLC Annual Gala along with VC Gemmer and Commissioner Hildreth.
- She also attended the 11/8 BOS meeting where discussion of unallocated ARPA funds would be discussed. There was indeed a robust discussion. The library has requested \$12 million of these funds for the new Bay Point Library FF&E. The Board decided to defer the decision to early 2023. Alison thanked Commissioner Wilson for staying on the call long enough to voice his support for the Bay Point Library.
- Alison reminded the commissioners to please attend the third and final installment of the Racial Equity course on December 6th.

6. CORRESPONDENCE -

No Commission correspondence was submitted to share from either the public or other commissioners this month. This is a new (returning) section of the agenda and will continue going forward.

7. LIBRARY BUDGET UPDATE, 2022 –

Gail McPartland's PowerPoint presentation will be appended to the minutes.

8.A. LEGISLATIVE UPDATE –

Commissioner Dozier reported to the Commission on current legislative Issues/matters of interest. The Legislative Working Group met with Alison to provide input on library-related legislative platforms to recommend for the county's Federal and State Legislative Platforms that are created every two years. The Platforms serve as a tool for focusing on and achieving the County's legislative goals. Commissioner Dozier gave a summary of the recommendations. Redline versions of the proposed version for both State and Legislative platforms are attached.

The BOS will consider adopting the county's proposed entire legislative platform at a meeting in January.

ALA: The ALA Executive Board sent a letter to FBI Director Christopher Wray expressing concerns about the threats directed to public school libraries and library workers. Also, Senator Reed (D-RI) Representative Grijalva (D-AZ) introduced the Right to Read Act that calls for funding to ensure that every student has a fully resourced library staffed by certified school librarians. Finally, ALA released Empowered by Reading as part of Unite Against Book Bans campaign. It has data and tools for the public to make the case for giving youth access to a wide variety of books.

8.B. LIBRARY FOUNDATION UPDATE –

Vice Chair Gemmer gave a brief update on the Library Foundation of Contra Costa: As of November 7, the LFCC was incorporated as a California public benefit corporation.

The next step is to file for federal tax-exempt status and designation as a 501c3 organization. Draft documents are in process to enable the filing and we hope to have more positive news regarding status by the next commission meeting.

In addition to progress regarding organizational structure, the LFCC can now receive contributions electronically through a donation page on the website of our fiscal sponsor, Ed Fund West. The Ed Fund West website also includes a dedicated page that describes the mission and vision of the countywide library foundation, namely to advance the Contra Costa County Library's mission to bring people and ideas together and bridge resource, opportunity, and equity gaps amongst its 26 branches by seeking public and private funding to : (1) enhance collections, programming, and resources, (2) to build and furnish new and revitalized libraries, and (3) to obtain new technologies and provide additional programs for youth, adults, and seniors.

8.C. 2022 ANNUAL REPORT UPDATE –

Chair Fischer had submitted the final version of the Annual Report/Work Plan. fHe noted several minor changes, including the timeframe the report covers (November 1 to the following October 31). Michael fielded several brief questions, asked once again for any additional items or feedback, then called for a motion to accept the report to be submitted for the December 13, 2022 BOS agenda.

VC Gemmer made a motion to accept the report as written. The motion was seconded by Commissioner A. Smith.

The motion was approved by unanimous commission vote, twenty-two Aye votes, zero abstentions and zero No votes.

8.D. NOMINATING COMMITTEE UPDATE –

Commission Feree reported to the commission about the Nominating Committee and its process. The first order of business was to elect a chair from amongst the members (commissioners Wilson, Feree and Sendig). Next, Chair Feree led the others through an examination of the attendance, participation and involvement of a few candidates. This year in particular is an easy one as there are two very capable candidates in place currently and each is eligible for another term. The discussion was mostly held in case either of them happened to decline the nomination. After a brief, 15-minute discussion, the group arrived at a consensus for 2023 officers.

9. NOMINATIONS AND ELECTION OF 2023 LIBRARY COMMISSION OFFICERS –

Commissioner Feree presented the slate of officer candidates for 2023:

Chair: Michael Fischer (El Cerrito) and Vice-Chair: Nicole Gemmer (Danville)

Chair Fischer then thanked the Nominating Committee members for their time and effort. Next, Commissioner Feree asked if there were any nominations from the floor for either position. There being none, a vote was called for. The specific motion made in this case was for a vote on the slate as a whole (Fischer for Chair, Gemmer as Vice Chair) AND the dissolution of the Nominating Committee until September 2023 (Agenda item 10). The motion was made by Commissioner Feree and seconded by Commissioner A. Smith.

The motion was approved by unanimous commission vote, twenty-two Aye votes, zero abstentions and zero No votes.

The 2023 Library Commission officers are Michael Fischer (El Cerrito) for Commission Chair and Nicole Gemmer (Danville) for Vice Chair.

10. DISSOLUTION OF THE NOMINATING COMMITTEE –

(See item 9 above)

The motion was approved by unanimous commission vote, twenty-two Aye votes, zero abstentions and zero No votes.

11. SET COMMISSION MEETING DATES FOR 2023 –

Contained in the meeting packet is a list of dates corresponding to the current Library Commission Meeting schedule of every third Thursday of odd-numbered months. Commissioner LeFrak made a motion to accept the schedule as printed in the packet. The motion was seconded by Commissioner Huh.

The motion was approved by commission vote, twenty-one Aye votes, one abstention and zero No votes.

12. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS –

No items were mentioned at this time. It was mentioned that going forward, this regular agenda item would be renamed and used as a place to collect / share the activities the commissioners participate in as far as the furtherance of commission goals as stated in the work plan

13. AGENDA SETTING FOR THE NEXT MEETING AND FUTURE TOPICS –

Nothing suggested here, however, earlier in the meeting Commissioner Dexter had expressed interest in reforming the Friends Council and was promised some contact information to assist in this. In response to a question from Commissioner Rosekind, Alison mentioned that Sunday Hours would be on a future agenda prior to the summer.

13. ADJOURNMENT TO THE January 19, 2023 LIBRARY COMMISSION MEETING.

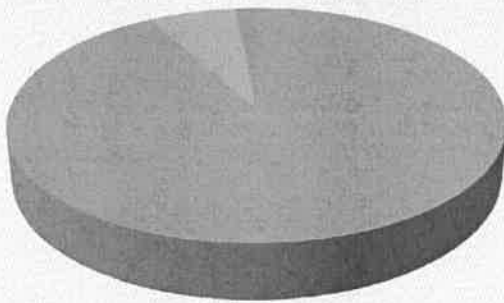
The meeting was adjourned at 8:50 p.m.

Submitted by Walter Beveridge, Executive Secretary, Contra Costa Library

Contra Costa County Library FY 22-23 Library Budget

1

Library Revenue: FY 2022-23 \$38,547,577

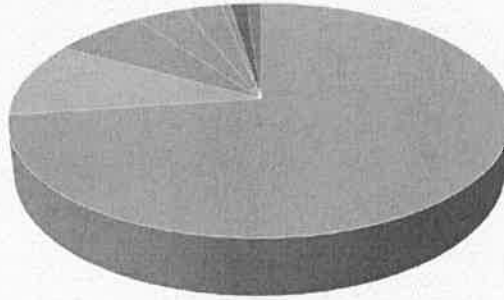


■ Property Taxes	\$35,476,000	92%
■ Intergovernmental	\$2,501,100	6.5%
■ State	\$91,443	0.2%
■ Fees	\$53,683	0.1%
■ Other	\$425,351	0.3%

2

Library Expenditures: FY 2022-23

\$38,547,577



- Salaries and Benefits
\$28,113,000 72.97%
- Adult and Youth Materials & Databases
\$4,026,587 10.4%
- Facilities, Maintenance & Utilities
\$2,656,628 6.9%
- Other Services and Supplies
\$1,488,870 3.9%
- Interdepartmental Charges
\$1,114,461 2.9%
- Office Expenses
\$259,150 0.7%
- Professional Services
\$495,886 1.3%
- Communications
\$392,995 1.0%

3

Highlights: FY 22-23 Revenue

	FY 22-23	FY 21-22	% Change
Property Taxes	\$ 35,476,000	\$ 33,066,855	+ 7.0%
Intergovernmental	\$ 2,501,100	\$ 2,302,108	+ 8.0%
State	\$ 91,443	\$ 82,299	+ 10.0%
Fees *corrected	\$ 53,683	\$ 32,900	+ 39%*
Other	\$ 425,351	\$ 625,838	- 32%

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Highlights: FY 22-23 Revenue

- Property Taxes - budgeted increase 7% over previous year; had been increasing 4-5% other years
- Intergovernmental - County HR, Auditor's Office, IT, County Counsel, etc
- State - Project Second Chance expands services through award of an English as a Second Language grant
- Fees - increase from \$32,900 to \$53,683 due to libraries being open for full service
- Other - Probation Dept, Library Service Areas

5

Highlights: FY 22-23 Expenditures

	FY 22-23	FY 21-22	% Change
Salaries/Benefits	\$ 28,113,000	\$ 26,625,000	+ 6.0%
Collections	\$ 4,026,587	\$ 3,918,541	+ 3.0%
City Extra Hours	\$ 2,107,749	\$ 1,457,700	+ 31.0%
Facility Maintenance	\$ 1,488,870	\$ 1,469,278	+ 0.01%
Interdepartmental Charges (other County Depts)	\$ 1,114,461	\$ 1,287,948	- 13%

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Highlights: FY 22-23 Expenditures

- Salaries/Benefits -
 - Salary increases for managers, librarians and clerks (through promotion)
 - INCREASED TOTAL POSITIONS FROM 195.5 (FY 21/22) to 203.6 (FY 22/23)
- Collections: Adult and Youth Materials, and Electronic Resources
 - FY 20-21: \$3,570,761
 - FY 21-22: \$3,918,541
 - FY 22-23: \$4,026,587
- City Extra Hours -
 - 985.5 (County Fund) + 153 (City Funded) = 1,138.5 Total Weekly Open Hours

7

Mid-Year Significant Events: Measure X

- Library Foundation -

\$ 50,000	Establish a County-wide Foundation
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- Early Literacy Services

\$ 200,000	Early Literacy staff
	<small>Supports Early Literacy Van grant previously awarded</small>
- Deferred Maintenance

\$ 4,000,000	County-owned facility maintenance
	<small>Antioch, Kensington, Pinole, Ygnacio Valley</small>

8

Mid-Year Significant Events: Deferred Maintenance

- **Measure X - \$ 4,000,000**
 - **Grants - 50%/50% match with Measure X**
 - California State Library Infrastructure Grant
 - \$ 793,000 for Antioch Library
 - Electrical, Exterior Lighting, HVAC, Roof
 - California State Library Infrastructure Grant
 - \$1, 139,540 for Pinole Library
 - Electrical, HVAC, Interior Lighting, Exterior Paint, Roof
 - **Library Funded**
 - Kensington Library Roof

9

THANK YOU!

10

Library Dept. Legislative Recommendations 2022

Current State with suggested changes and bodies the recommendations come from:

SUPPORT State financial assistance in the operation of public libraries, including but not limited to funding of the California Research and Education Network (CalREN), Lunch at the Library, Zip Books (CLA Legislative Committee) and the Pacific Library Partnership (CCC Library Commission).

SUPPORT State bonds and other State funding for public library renovation and construction.

SUPPORT continued funding for the California Library Literacy and English Acquisition Services Program, which provides matching funds for public library adult literacy programs that offer free, confidential, one-on-one basic literacy instruction to English-speaking adults who want to improve their reading, writing, and spelling skills.

SUPPORT a reduction in the 2/3rd vote requirement to 55% voter approval for locally approved special taxes that fund library services. SUPPORT any legislation that affirms the freedom to access library materials with diverse points of view. (CLA Legislative Committee and American Library Association)

OPPOSE any legislation that seeks to restrict access to library materials with diverse points of view.

SUPPORT funding for early literacy, school readiness, adult literacy, career development, vocational support, and assistance to vulnerable populations. (CLA Legislative Committee)

SUPPORT mandating (credentialed Teacher) Librarians in all California Public Schools. (CLA Legislative Committee)

SUPPORT legislation that allows libraries to purchase eBooks and e-audiobooks at the same price as consumers. (CLA Legislative Committee)

Current Federal with suggested changes:

SUPPORT funding for the Institute of Museum and Library Services (IMLS), the primary source of federal support for the nation's approximately 120,000 libraries and 35,000 museums and related organizations.

SUPPORT the reauthorization and funding for the Library Services and Technology Act (LSTA) including the Museum and Library Services Act.

SUPPORT federal funding for library renovation and construction projects. (Library Commission)

SUPPORT the expansion of broadband (high speed internet service) and the deployment of emergency technologies, such as small cell 5G, to drive economic development and job opportunities, support county service delivery, and improve health, education and public safety outcomes for residents.

SUPPORT the restoration of net neutrality to ensure open and nondiscriminatory access to online information.

SUPPORT legislation that allows libraries to purchase eBooks and e-audiobooks at the same price as consumers. (CLA Legislative Committee)

SUPPORT any legislation that affirms the freedom to access library materials with diverse points of view. (CLA Legislative Committee and American Library Association)

OPPOSE any legislation that seeks to restrict access to library materials with diverse points of view.

CONTRA COSTA COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 2

MEETING DATE: Thursday, January 19, 2023

AGENDA ITEM #: 5.

ITEM: COUNTY LIBRARIAN REPORT

RECOMMENDED ACTION:

None required.

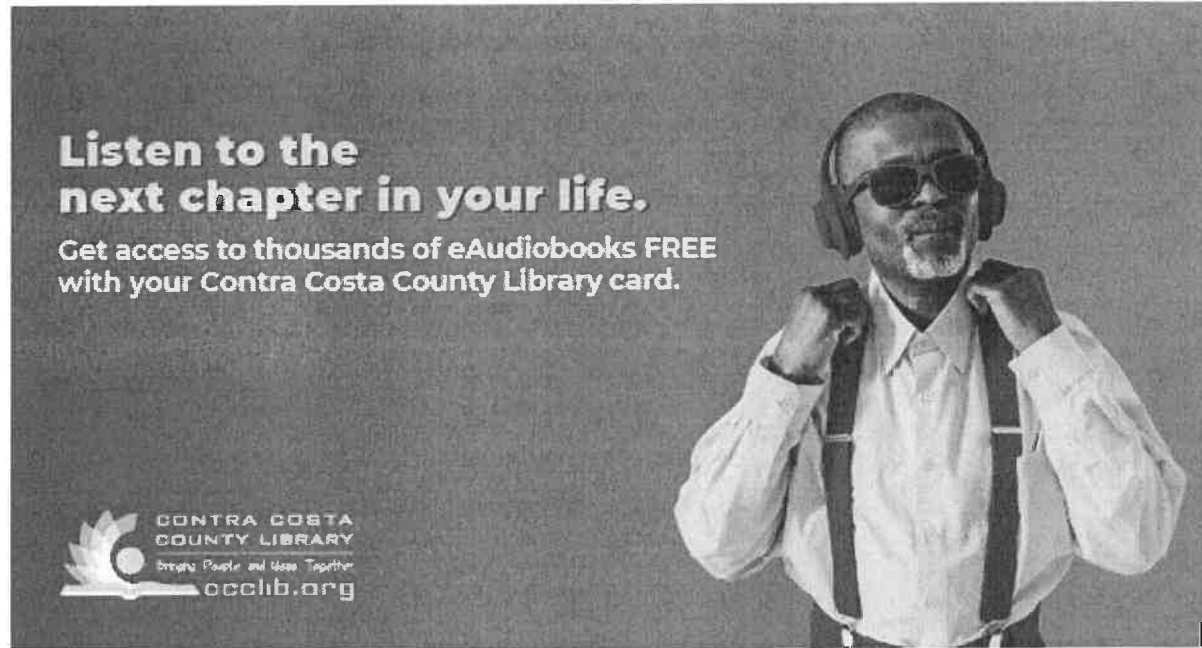
County Librarian's Report to the Library Commission
Thursday, January 19, 2023

STRATEGIC PLAN

The Library is contracting with data analytics firm OrangeBoy to work with staff to public a strategic plan progress report, revise the current strategic plan, and create a marketing plan. The progress report will be completed by the end of March and will be included in the annual letters provided to each city. The updated strategic and marketing plans will be completed by the end of 2023. Library staff will seek feedback from the Library Commission on both the updated strategic plan and the marketing plan.

MARKETING INITIATIVES

eAudiobooks



The Library's eAudiobooks are featured on the backs of County Connection, WestCat and TriDelta buses through the end of February. The same promotion appeared on the large digital billboard on Highway 4 East at Somersville Road through January 15th.

Online Campaign

The Library has contracted with Comcast to create an online ad campaign that will promote the digital and technology resources available with a library card. The campaign will include 30-second ads in English and Spanish, as well as 15-second ads at the beginning and end of commercial breaks in English and Spanish. Social media versions for Facebook, Twitter, Instagram and YouTube will also be provided. The ads will mainly targeted east and west county

and will air on multiple platforms: cable, video on demand, streaming apps, websites, and 35 channels. It is estimated that the ads will receive at least 1.8 million views over the course of the campaign. The launch date has not been set yet, but we're hoping it will be ready to run sometime in late February or early March.

NEW BAY POINT LIBRARY

The County Planning Commission approved the Orbisonia Heights project (which includes a new library) on December 14th, 2022. The next step will include the developers finding funding for the full project and the beginning of work on the building plans.

STATE LIBRARY INFRASTRUCTURE GRANT PROGRAM

The State Library has announced that the next round of Building Forward infrastructure grant applications will open in the first quarter of 2023. We will be applying for funds for both the Ygnacio Valley and Kensington Libraries. The cities of Concord and El Cerrito have also indicated that they will be applying for funds for the libraries in their cities. These funds are restricted to capital projects addressing critical maintenance needs, improving energy efficiency and sustainability, and expanding access digitally and physically.

LINKEDIN:

The Library has launched a LinkedIn page that will be used to promote job openings, job and skills resources, and job, skill and career-related library programs and events. Please consider following our page and inviting your connections to follow our page:

<https://www.linkedin.com/company/contra-costa-county-library/>.

BURGEON EARLY LITERACY INTERACTIVE INSTALLATIONS

The Antioch, Concord, Pinole, San Pablo, Crockett, Hercules, Pittsburg, and Martinez Libraries will be receiving various Burgeon Early Literacy items to enhance their children's areas thanks to generous funding from Sunlight Giving. Burgeon's interactive pieces are developed exclusively for libraries to support pre-literacy skills. Sunlight Giving is a Bay Area non-profit (established by the co-founder of WhatsApp) that supports the following areas: family support, food security, housing stability, health care access, safe spaces, family opportunity. Public libraries fall under their category of safe spaces.

EARLY LITERACY OUTREACH VAN

The Library's early literacy outreach librarian (funded by MX monies) has been working with Contra Costa County Public Works to identify and purchase an electric van to use as the early literacy outreach vehicle (funded by Bella Vista grant monies). The van has been selected (Ford E Transit-350 Cargo Van with liftgate) and ordered and is expected to arrive sometime in the first half of 2023. The van will be fully wrapped and have a customized interior to hold outreach materials and books.

2023-2025 FEDERAL AND STATE LEGISLATIVE PLATFORMS

On January 17, 2023 the Board of Supervisors will consider adopting its new two-year legislative platforms. Attached are the items specifically related to libraries. These items were developed with input from the Legislative Working Group of the Library Commission.

We thank the many Friends, Foundations and other donors for their generous gifts to the Library.

Donations Received from Friends and Foundations November & December 2022				
Date	Library	Donor	Description	Amount
11/8/2022	Walnut Creek	Friends of the Walnut Creek Library	E-Books	\$20,000.00
11/8/2022	Orinda	Friends of the Orinda Library	E-Books	\$20,000.00
10/31/2022	Clayton	Clayton Community Library Foundation	materials	\$1,900.00
11/30/2022	San Ramon	San Ramon Library Foundation	materials	\$6,700.00
11/30/2022	Dougherty Station	San Ramon Library Foundation	materials	\$3,300.00
12/21/2022	Bay Point	Bay Point Friends of the Library	Story Walk	\$524.60
			Total	\$52,424.60

Respectfully submitted by Alison McKee, County Librarian

Verbal updates at the meeting:

- CoCo Library Reaches Record-Breaking 1 Million Digital Book Checkouts



2023-24 Proposed Federal Legislative Platform

Contra Costa County

Website: www.contracosta.ca.gov



- SUPPORT policies that drive innovation in training and apprenticeships for jobs of the future and expansion of equitable economic opportunity.
- SUPPORT policies that provide greater access for people with disabilities to participate in programs for training, education, upskilling, and job seeking.

Land Use

- SUPPORT legislative efforts to evaluate, clean up and redevelop contaminated sites.

Library Services

- SUPPORT funding for the Institute of Museum and Library Services (IMLS), the primary source of federal support for the nation's approximately 120,000 libraries and 35,000 museums and related organizations.
- SUPPORT the reauthorization and funding for the Library Services and Technology Act (LSTA) including the Museum and Library Services Act.
- SUPPORT federal funding for library renovation and construction projects.



Natural Resources/Permit Streamlining

- SUPPORT locally-controlled resource permitting to streamline economic development activities and conserve and recover species and the habitats upon which they depend, natural resources, watersheds and open space.

Pipeline Safety

- SUPPORT legislative efforts that increase the safety of the shipment of hazardous materials by pipeline through better monitoring, technical seismic vulnerability studies, leak detection, operational practices and equipment.

Telecommunications and Broadband

- SUPPORT the expansion of broadband (high speed internet service) and the deployment of emergency technologies, such as small cell 5G, to drive economic development and job opportunities, support county service delivery, and improve health, education and public safety outcomes for residents.
- SUPPORT the restoration of net neutrality to ensure open and nondiscriminatory access to online information.



2023-24 Proposed State Legislative Platform

Contra Costa County

Website: www.contracosta.ca.gov



Library

- SUPPORT State funding for the operation of public libraries, including but not limited to, full funding of the California Research and Education Network (CalREN), Lunch at the Library, Zip Books, and the Pacific Library Partnership.
- SUPPORT State bonds and other state funding for public library renovation and construction.
- SUPPORT funding for the California Library Literacy and English Acquisition Services Program, which provides matching funds for public library adult literacy programs that offer free, confidential, one-on-one basic literacy instruction to English-speaking adults who want to improve their reading, writing, and spelling skills.
- SUPPORT legislation that allows libraries to purchase eBooks and e-audiobooks at the same price as consumers.
- SUPPORT funding for early literacy, school readiness, adult literacy, career development, vocational support, and assistance to vulnerable populations.
- SUPPORT legislation that affirms the freedom to access library materials with diverse points of view. OPPOSE legislation that seeks to restrict access to library materials with diverse points of view.



Telecommunications and Broadband

- SUPPORT preservation of local government ownership and control of the local public rights-of-way and ensure reasonable compensation for their use.
- SUPPORT continued funding for Public, Educational and Government Access (PEG) channels to provide local community access and benefits and increase flexibility in the use of PEG funds.
- ENSURE nondiscriminatory treatment of Public, Educational and Government Access Channels by Cable System Operators.
- SUPPORT the expansion of broadband (high speed internet service) to drive economic development and job opportunities, support county service delivery, and improve health, education and public safety outcomes for residents.
- SUPPORT programs and funding for outreach to raise awareness of programs, discounts, and subsidies that are available to eligible members of the community for internet service and computer equipment.

CONTRA COSTA COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 3

MEETING DATE: Thursday, January 19, 2023

AGENDA ITEM #: 9.

ITEM: COMMISSIONER WORKPLAN REPORTING OUT

RECOMMENDED ACTION:

None required.

Work Plan, Contra Costa County Library Commission (November 2022 through October 2023)

The Contra Costa Library Commission is a diverse group of people who are appointed by and report to a variety of sources (County Supervisors, city and town councils, as well as the Contra Costa County Community College District, the Central Labor Council, and the Office of Education.

The Commission exists as an advisory board to the Board of Supervisors and the County Library. The purposes of the Commission, according to its bylaws, are to:

- "Serve in an advisory capacity to the Board and County Librarian;
- "Provide community linkage to the County Library including, but not limited to, providing regular reports of the activities of the Commission to appointing authorities;
- "Serve as a forum for the community to express its views regarding the goals and operations of the County Library;
- "Assist the Board and the County Librarian in providing library services based on assessed public need; and
- "Develop and recommend proposals to the Board and the County Librarian for the betterment of the County Library, including, but not limited to, such efforts as insuring a stable and adequate funding level for the libraries in the County."

The bylaws also set forth specific advisory functions, denominated as duties:

- "Participate in the planning process, including the Library element of the County General Plan and the Library Strategic Plan;
- "Assist in the review of County Library policies that the Commission and the County Librarian determine will improve the operations of the County Library and service to the public;
- "Perform such other tasks and undertake such other assignments as may from time to time be referred to the Commission by the Board or the County Librarian;
- "Provide reports to the Board and the County Librarian when the Commission deems such reports to be timely and appropriate."

The list of duties emphasizes the advisory nature of the Commission in the following language:

"The Library Commission is an advisory body and as such is specifically prohibited from (i) undertaking any inquiry or investigation into the personnel policies and practices of the County Library or the day-to-day administrative operations of the County Library, and, (ii) from taking any action that would imply the County's support or opposition to legislation, in the absence of, or that is inconsistent with, adopted Board positions. *Only the Board of Supervisors can send letters on a particular piece of legislation.*"

Each year the Commission submits a work plan for the upcoming year to the Board of Supervisors, city and town councils, and other appointing authorities of its planned activities for the upcoming year.

Goal 1: Help establish sustainable funding and support for library programs and services to better serve all segments of our patrons.

In order to accomplish this goal, we will:

- Continue the creation and initial operation of the Library Foundation of Contra Costa, a non-profit foundation to raise funds for countywide and local community library needs for the purpose of meeting service standards and objectives of the Library's strategic plan.
- Explore and support ways of ensuring stable, equitable and adequate public and private funding for the county library and its various branches.
- Advocate for additional funding for branch libraries for increased resources to better serve their local communities.
- Provide input to the county and county librarian on budgetary issues and items.

Goal 2: Collaborate with elected officials, community groups, and residents to engender broad support for the Library. In order to accomplish this goal, we will:

- Legislative outreach at the local, state and federal levels to advocate for libraries, the services they provide and the allocation of appropriate resources to them. When possible, meet with legislative leaders in conjunction with other appropriate library districts.
- Take a more active role in the ALA and CLA lobbying efforts.

- Report back to the appointing authority (city/town council, Supervisor, board or agency) on a periodic basis to ~~bring~~ keep it abreast of Commission activities, initiatives, and identified library needs and, when appropriate, seek the advocacy of the appointing authority on such issues and needs.
- Collaborate with library staff to collect appropriate stories about the library to share with public officials at the federal, state, and local level.
- Provide information to the Commission on local, regional, or national library needs, issues and support.
- Become familiar with ~~their~~ the Library's operations, successes and challenges in order to educate organizations and individuals at the local, county, state and national level about the value and services offered by the library.
- Seek to involve the local communities in ~~these~~ Library Commission meetings.
- Encourage collaboration between the Library Foundation of Contra Costa, community library friends and foundation groups and commissioners by convening the Friends and Foundation Council, holding the annual Friends and Foundations Forum, and other appropriate events.

Goal 3: Work on important issues that affect the library system or that can be assisted by the resources that the library system can provide to the community.

In order to accomplish this goal, we will:

- Work with the Library to understand and address issues of Equity, Diversity and Inclusion.
- Recommend methods to overcome barriers to library services for various patrons.
- Work to foster civic discussion in our body politic.
- Work to highlight the role of libraries in disseminating factual information and to identify misinformation and disinformation.

Goal 4: Serve as an advisory committee to the County on library issues.

In order to accomplish this goal, we will:

- Assist new local library staff in becoming familiar with the needs, resources and organizations of the local community.
- Provide thoughtful, consistent, sound and prompt advice and counsel to the County Librarian regarding the Library's budget, the strategic plan, changes in policy impacting service and programs, and any other matters raised.

Adopted by the Commission November ##, 2022