

MEETING OF THE LIBRARY COMMISSION

A G E N D A

DATE: Thursday, May 16, 2024
TIME: 6:00 p.m. LIBRARY COMMISSION MEETING
LOCATION: The Meeting will be held at the County Administration Building, 1025 Escobar Street in Martinez (Room 110A) and virtually via Zoom.

LINK TO JOIN VIA ZOOM: <https://us06web.zoom.us/j/82292423390?pwd=aZedToxVRfTEy9sVk6dvBLEuLkeaea.1>

HOW TO JOIN VIA CALL-IN: Meeting passcode is 656276
You may also dial in using this number: 1(669)-900-9128
Meeting I.D.: 822 9242 3390

- 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 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) 608-7722. After 72 hours prior, accommodations will be on a best-efforts basis.

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, May 15, 2024, if you will NOT be at the meeting.** A quorum must be established in-person before a meeting can be held. A record is maintained of Commissioner's attendance.

- 1. 6:00 p.m.
(5 mins.)** **CALL THE MEETING TO ORDER / ROLL CALL**
The Library Commission Chair will call the meeting to order. Alison will do a roll call to determine a quorum of attendees.
- 2. 6:05 p.m.
(5 mins.)** **WELCOME & INTRODUCTIONS**
Visitors will have an opportunity to introduce themselves; self-introductions are voluntary.
- 3. 6:10 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 comments can be made on agenda items when the item is discussed. Public comment is limited to three (3) minutes per speaker. Public comment on agenda items can also be e-mailed to the Library Commission at nina.braithwaite@library.cccounty.us to be received one day prior to the Library Commission meeting.
- 4. 6:15 p.m.
Action
(5 mins.)** **ACCEPTANCE OF MINUTES – attachment 1**
Commissioners will approve or amend the minutes from the March 2024 meeting.

5. **6:20 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. **6:30 p.m.
Information
(5 mins.)** **AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS**
Commissioners will suggest items for future meetings.

PRESENTATIONS

7. **6:35 p.m.
Presentation
(10 mins.)** **BUDGET UPDATE – *attachment 3***
County Librarian Alison McKee and Administrative Services Officer Samantha Fithian will share highlights of the budget and take questions.
8. **6:45 p.m.
Presentation
(10 mins.)** **NEW LIBRARY STRATEGIC PLAN – *attachment 4***
County Librarian Alison McKee will present the final updated Strategic Plan and take questions.
9. **6:55 p.m.
Action
(30 mins.)** **UPDATE ON THE AD-HOC ADVOCACY GROUP – *attachment 5***
Commissioners Hamill and Hildreth will update the progress of the Ad-Hoc Advocacy Group and discuss plans/ideas for moving forward.

CONTINUED BUSINESS

10. **7:35 p.m.
Information
(10 mins.)** **WORKING COMMITTEE REPORTS**
 - A. Commissioner Dozier will report to the Commission on legislative matters. **(5 minutes)**
 - B. Commissioner Rosekind will update the commissioners on the Library Foundation of Contra Costa. **(5 minutes)**

OTHER BUSINESS

11. **7:45 P.M.
Information
(5 mins.)** **CORRESPONDENCE**
Commissioners will review commission correspondence.
12. **7:50 P.M.
Information
(10 mins.)** **COMMISSIONER ANNOUNCEMENTS**
Commissioners can use this time to share upcoming events, book sales and any other library-related information.
13. **8:00 P.M.** **ADJOURNMENT to the July 18, 2024, LIBRARY COMMISSION MEETING.**

ITEMS TO CALENDAR

- Commission Meeting, Thursday, July 18, 2024, 6:00pm
- Commission Meeting, Thursday, Sep 19, 2024, 6:00pm
- Commission Meeting, Thursday, Nov 21, 2024, 6:00pm
- Friends, Foundation & Commission Forum, Sat, Oct 5, 2024, 8:30am-12:30pm

CONTRA COST A COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 1

MEETING DATE: Thursday, May 16, 2024

AGENDA ITEM #: 4.

ITEM: Acceptance of the Minutes

RECOMMENDED ACTION:

Commissioners will vote to approve, with/without edits, the minutes of the March 21, 2024 meeting.

MEETING OF THE LIBRARY COMMISSION

Minutes

DATE: Thursday, March 21, 2024

1. CALL THE MEETING TO ORDER / ROLL CALL

Chair Nicole Gemmer called the meeting to order at 6:00 p.m.

LAST NAME	FIRST NAME	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		
Masuda-Nash	Michel	Library Commissioner	City of San Ramon		x	
Kung	Amenda	Library Commissioner	Town of Moraga (Alternate)	x		
Marcotte	Jo Ellen	Library Commissioner	City of Hercules	x		
Rennie	Donna	Library Commissioner	City of San Ramon (HER)	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	
Bergfeld	Emily	Library Commissioner	Town of Moraga		x	
VACANT		Library Commissioner	City of Oakley			
Pursley	George	Library Commissioner	City of Pinole	x		
VACANT		Library Commissioner	CCCCD			
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	
Hamill	Sue	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	
Marsh	Dennisha	Library Commissioner	CCC District 5	x		
Eckert	Robin	Library Commissioner	CCC District 5 (alternate)	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

Chair Nicole Gemmer announced the commissioners excused from this evening's meeting. Next the group went around the table and introduced themselves.

3. PUBLIC COMMENT

No members of the public were in attendance.

4. ACCEPTANCE OF THE MINUTES

No edits/corrections were proposed when asked. Chair Nicole Gemmer called for a motion to accept the minutes from January 2024 as submitted.

The motion was approved by commission vote, nineteen Aye votes, no abstentions and zero No votes.

5. COUNTY LIBRARIAN REPORT

County Librarian Alison McKee shared the following highlights from her printed report:

- FY 24-25 Budget was submitted on time and balance in February. Hearings will take place April 23rd and 24th.
- The Library will provide cost estimates to each city partner for extra hours, technology, and facility costs (if applicable) for the next fiscal year by March 31, 2024.
- The Library's 2023 Annual Report is complete and has been posted on our website.
- The new BOS resolution related to surplus library materials.
- Updated information regarding the self-service Sunday open hours project at the Concord library.
- Updated Administration management staff changes.
- Status of the updated strategic plan.
- Applying for \$2.5 million in federal Community Project Funding (fka 'earmark' funds).
- \$15 million received from US Department of Transportation to install EV Chargers at 15 county library locations.

6. AGENDA SETTING FOR THE NEXT MEETING AND FUTURE TOPICS

No commissioners offered any suggestions.

7. LIBRARY COMMISSION ADVOCACY BEST PRACTICES

Chair Gemmer introduced special guest speaker, Deborah Doyle: Deborah Doyle is a writer, editor, fundraiser, and performer. She worked in recruiting and research at the San Francisco offices of Booz, Allen and Heidrick & Struggles as well as in marketing and trademark protection at Dolby Laboratories. An active library advocate for many years, she is currently Chair of the Sonoma County Library Commission and is President-elect of United for Libraries, the division of the American Library Association that serves trustees, Friends, library foundations, vendors, publishers and more. Deborah holds a BA from the University of Virginia with high honors and an Executive Masters in Information Science from San Jose State University. She and her husband live in Sonoma County.

Deborah shared several best practices for advocacy with the Commission. At the end of the presentation, the Commission decided that they would like to unify around advocating for the county to fund 56 base open hours at all full-service library locations.

8.A. WORKING COMMITTEE REPORT: Legislative Group

Commissioner Hildreth gave the following update for the legislative group:

The Commission's Legislative Committee met on February 20. The item of most concern was the potential "claw back" of state funds for the construction of the new Bay Point Library. The Committee crafted a letter

Important news - The Senate Democrats' plan does not suggest adopting the Governor's proposal to claw back the \$131 million in library infrastructure grants – which would save the critical funding for Bay Point. They are proposing \$17 billion in solutions, which includes \$3.3 billion in actual cuts to programs. **One of those reductions is a proposal to cut \$29 million of the \$35 million "in the 2021 Budget Act to expand broadband access to isolated and under-served communities" under the State Library's budget.** These funds have been unspent to date so are very vulnerable. The Budget still contains \$5 million for joint projects between K-12 schools and libraries to extend broadband to isolated areas of the state.

The California Library Association Legislative Committee has determined 2 major priorities in light of the budget crisis:

- No cuts to the building forward infrastructure grants
- Funds to support the online homework help (\$3.2M/year)

Online homework help is one of the reductions proposed in the Governor's budget. This service was used by over 1.8 million students this year and critical to student success. A great 2-page fact sheet has been created to provide program information to review with legislators. The annual budget process is a long one and nothing is certain until it is all settled. Keep your ears and eyes peeled for more information on early actions which would impact the update we will receive in the Governor's May Revise – the next big budget report.

8.B. WORKING COMMITTEE REPORTS: LFCC

Commissioner Rosekind provided the following update on Foundation activities:

- Two new board members (Nancy Benavides from Brentwood and the commission's own Bob Sanguedolce from Danville). We still have one open seat and will be working to fill it later this year.
- Continued conversations with funders and collaboration with our fundraising counsel.
- Applications for the first round of programming equity funds closed on March 15. Library administration selected eleven branches that were eligible for the funds and invited managers to apply. Library administration will make all decisions regarding allocations. LFCC will provide the funds.

9. CORRESPONDENCE

No items received since previous meeting.

10. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS

Commissioner De Fraga (Martinez): The City of Martinez issued a proclamation recognizing National Library Week. The Martinez Friends purchased 4 new chairs for the Library. They will also have a booth at the farmer's market this summer and a book sale on May 11th.

Commissioner Walker (Lafayette): The Lafayette Library Foundation has a new foundation Executive Director, Carol Varney. She began in the position at the end of February. The Friends of the Lafayette Library is selling discarded library books in their store. Blake Garden is giving a presentation on May 10th, and an author program and discussion will happen at their next Sweet Thursday event.

Commissioner Kung (Moraga): Friends of the Moraga Library has a book sale coming up.

Commissioner Dexter (Martinez): The Friends of the Martinez Library is selling discarded library books in their store.

Commissioner Hildreth (Dist. 2): The Walnut Creek Library Foundation is having their annual gala fundraiser event on April 27th. The Friends of the Walnut Creek Library have purchased two additional Remote Lockers for Rossmoor.

Commissioner Rosekind (Dist. 1): announced several upcoming programs at the Kensington Library.

11. ADJOURNMENT TO THE May 21, 2024, LIBRARY COMMISSION MEETING

The meeting was adjourned at 7:50 p.m.

Submitted by Walter Beveridge, Executive Secretary, Contra Costa Library

CONTRA COST A COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 2

MEETING DATE: Thursday, May 16, 2024

AGENDA ITEM #: 5.

ITEM: County Librarian Report

RECOMMENDED ACTION:

No Action Required

County Librarian's Report to the Library Commission

Thursday, May 16, 2024

FY24-25 BUDGET HEARINGS

The County's budget hearings for next fiscal year were held at a special Board of Supervisors meeting on Tuesday, April 22nd. During the Library's presentation, Alison announced the addition of 7 new positions as well as 15 new full-time "placeholder" positions created to fulfill a new staffing model. The Library Department's presentation may be viewed here at the 6:37:05 mark: [BOARD OF SUPERVISORS on 2024-04-22 9:00 AM - SPECIAL MEETING Monday and Tuesday, April 22-23, 2024 - Apr 22nd, 2024 \(granicus.com\)](#)

MAYOR'S CONFERENCE RECOMMENDATION OF REAUTHORIZATION OF LIBRARY COMMISSION

On April 4th, the mayors of the 19 Contra cities and towns meeting at the Mayors Conference, unanimously approved a motion to recommend that the existence of the County Library Commission be continued for another three years by the Board of Supervisors.

NORTH RICHMOND REMOTE LOCKER LAUNCH

The new Remote Lockers in North Richmond inside the Corrine Sain Senior & Family Community Center (515 Silver Ave) officially launched to the public on Wednesday, April 17th. They are open to the public Monday - Friday from 9:00am - 1:00pm. This launch event drew in over 100 attendees and included breakfast and lunch, locker demonstrations, a paint & sip, storytime with the Rolling Reader, and a visit from John Gioia's District Coordinator Tania Pulido, who awarded a Recognition of Leadership certificate to Senior Community Library Manager Marlia Holmes for her efforts in this project.

ANTIOCH LIBRARY CLOSURE FOR ROOFWORK

Antioch Library is closed from Tuesday, April 30th - Monday, June 10th for a roof replacement. The work is funded by a combination of Measure X dollars and grant funds from the California State Library. The Prewett Library in the Antioch Community Center remains open during the work.

CITY OF SAN RAMON BUDGET DEFICIT

The City of San Ramon is experiencing a budget deficit and is discussing cutting many programs and services, including possibly library hours. Initial budget hearings were held on April 23rd, where council members discussed reducing the San Ramon Library's open hours from 56 weekly open hours to 46. Budget hearings continue on Tuesday May 28th at 7:00 p.m. and the final budget will be adopted on June 11th.

NEW BAY POINT LIBRARY COMMUNITY ENGAGEMENT SESSION

On Tuesday April 30th, Noll and Tam Architects presented their initial conceptual designs for the new library to community members at the Bay Point Library. Their feedback and input will further inform the architects on their final design. The new Library is scheduled to open no sooner than 2027.

FRIENDS, FOUNDATION AND COMMISSION FORUM: SAVE THE DATE, SATURDAY OCTOBER 5TH

The 2024 Forum will be held on Saturday October 5th at the Walnut Creek Library from 8:30am - 12:00pm. Guest speaker for the event will be Deborah Doyle. A committee to plan the day has been formed and consists of Nicole Gemmer (Chair, Library Commission), Carol Varney (Executive Director, Lafayette Library and Learning Center Foundation), Katherine Bracken (Friends of the Pleasant Hill Library), and Alison McKee (County Librarian).

SUMMER READING

The Contra Costa County Library's summer literacy program is focusing on conservation, animals, and getting invested in protecting the ecosystems we cherish. Summer Reading runs from June 1 to August 3 and includes a diverse and exciting mix of activities and events. Readers of all ages can visit ccclib.org/summer for fun projects and challenges to help keep our planet thriving. Every completed entry is eligible for a free book and a chance to win prizes

BUILDING FORWARD FUNDING

Last year the Library applied for and was granted \$9.9 million from the CA State Library's Building Forward grant program for the buildout of the new Bay Point Library. Due to the State's severe budget deficit, the governor's proposed 24-25 budget published in January eliminated all the funding for the Building Forward grant recipients. The legislature's early action budget that was submitted to the governor a couple of weeks ago preserves all Building Forward grant funds. We won't know for sure if the funds are preserved until the Governor publishes his May revised budget.

ONLINE RENEWAL OF LIBRARY CARD ACCOUNTS

Up until now, patrons were required to visit a Contra Costa County Library branch in person to re-verify their address and reactivate their library card. This process was a barrier for some people who didn't live close to a branch or who didn't have reliable transportation. With online library card renewals, California residents with cards that are less than one year expired can renew their accounts online as long as their address hasn't changed.

TWO NEW DIGITAL RESOURCES

The Library is adding two new online resources this month: Hoopla and the Washington Post.

Hoopla went live on May 6th and provides instant access to over a million eBooks and eAudiobooks, music, movies, television, comics, and more. There have been many requests for Hoopla over the years and we are very excited to be offering this new service.

The Washington Post is also one of our most requested newspaper resources. In addition to providing access to expert reporting and analysis from Washington and around the world, a searchable 15-year backfile, recipes, and crossword puzzles are also included.

DMV ADS

The Library is currently running ads at the Pittsburg and El Cerrito DMV locations. The same ads will start running later this month at Concord. They focus on promoting library resources that will save people money, such as Libby, Kanopy, and newspapers and magazines with no paywalls. The ads are in Spanish and English.

Respectfully submitted by Alison McKee, County Librarian

CONTRA COST A COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 3

MEETING DATE: Thursday, May 16, 2024

AGENDA ITEM #: 7.

ITEM: Budget Update

RECOMMENDED ACTION:

No Action Required



CONTRA COSTA COUNTY LIBRARY

Department Overview



Contra Costa County Library Overview

- Monday-Saturday service
- 26 branches
- 357,233 Square Feet
- 18 Cities
- 5 Unincorporated Areas
- Juvenile Hall Library
- Project Second Chance
- 341,182 cardholders
- 152,000 active cardholders



County-City Partnership

County

- Operations
- Staffing
- Collections
- 40 base open hours
- Most technology



City

- Facility ownership and upkeep
- Utilities and landscaping
- Furniture and shelving
- Certain technology costs
- Extra open hours

40 Hours Per Week

Antioch

Clayton

El Sobrante

Kensington

Martinez

Moraga

Oakley

Pinole

- Monday CLOSED
- Tuesday 12-8
- Wednesday 10-6
- Thursday 10-6
- Friday 9-5
- Saturday 9-5

46 Hours Per Week

El Cerrito

Hercules

Dougherty Station

- Monday CLOSED
- Tuesday 10-8
- Wednesday 10-8
- Thursday 10-8
- Friday 9-5
- Saturday 9-5

52 Hours per Week

Brentwood

Concord

Pittsburg

Pleasant Hill

San Pablo

Walnut Creek

Ygnacio Valley

- Monday 10-8
- Tuesday 10-8
- Wednesday 10-6
- Thursday 10-6
- Friday 9-5
- Saturday 9-5

56 Hours per Week

Danville

Lafayette

Orinda

San Ramon

- Monday 10-8
- Tuesday 10-8
- Wednesday 10-8
- Thursday 10-8
- Friday 9-5
- Saturday 9-5

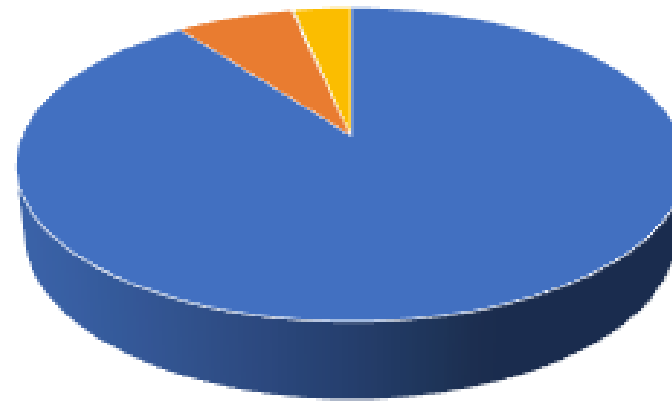


FY24-25 BUDGET SUMMARY



Revenue

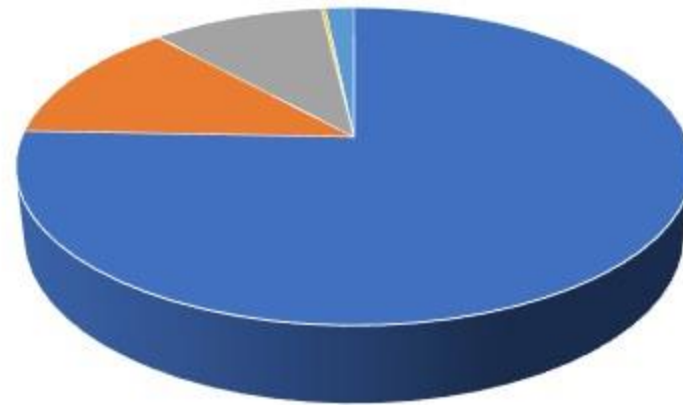
FY 24-25 Library Recommended Budget
Revenue \$43,978,087



■ Property Tax	\$39,506,021	89.8%
■ Towns & Cities	\$2,966,130	6.7%
■ Fines & Fees	\$48,000	.1%
■ Other	\$1,457,936	3.3%

Expenditures

FY 24-25 Library Recommended Budget
Expenditures \$43,978,087



■ Salaries And Benefits	\$33,256,980	75.6%
■ Services And Supplies	\$5,557,882	12.6%
■ Other Charges	\$4,344,447	9.9%
■ Expenditure Transfers	\$98,779	.2%
■ Fixed Assets	\$720,000	1.6%

FY 24-25 Budget Summary

Agency 85 Library	FY 22-23 Actuals	FY 23-24 Adopted	FY 24-25 Recommended	Change
Expense	39,602,467	41,376,399	43,978,078	2,601,688
Revenue	44,551,910	41,376,399	43,978,087	2,601.688
Net Cost	-4,949,433	0	0	0
Positions (Budgeted FTE)	228	228	250	22

Proposed Added Positions



7 funded FTE

- 1.0 Personnel Technician
- 1.0 Clerk-Senior
- 1.0 Librarian II
- 1.0 Librarian I
- 1.0 Library Assistant-Journey Level
- 1.0 Library Literacy Assistant – Bilingual Spanish
- 1.0 Network Administrator II

Cost: \$800,774

New Staffing Model

15 unfunded FTE

- 2.0 Library Assistant-Journey Level
- 2.0 Clerk-Specialist
- 6.0 Librarian I
- 2.0 Librarian II
- 3.0 Clerk-Senior Level

These will be added when their corresponding part-time positions become vacant over the next several years.

Cost in 2024 dollars: \$287,611



Deferred Maintenance Projects Financials

Summary of Available Funding	Amount
Measure X	\$4,000,000
State Library Grant (Antioch)	\$1,057,533
State Library Grant (Pinole)	\$1,519,267
BAAQMD Grant (Pinole HVAC)	\$511,360
Totals	\$7,088,160

Summary of Estimated Costs	Amount
Antioch	\$1,677,409
Kensington	\$1,775,948
Pinole	\$2,700,438
Rodeo	\$201,476
Ygnacio Valley	\$2,820,102
Totals	\$8,973,898



Measure X Request: \$1,885,738



One-time funds to cover gap in funding for deferred maintenance projects

- Roofs
- HVAC
- Electric and Lighting Upgrades
- ADA Improvements



PERFORMANCE HIGHLIGHTS

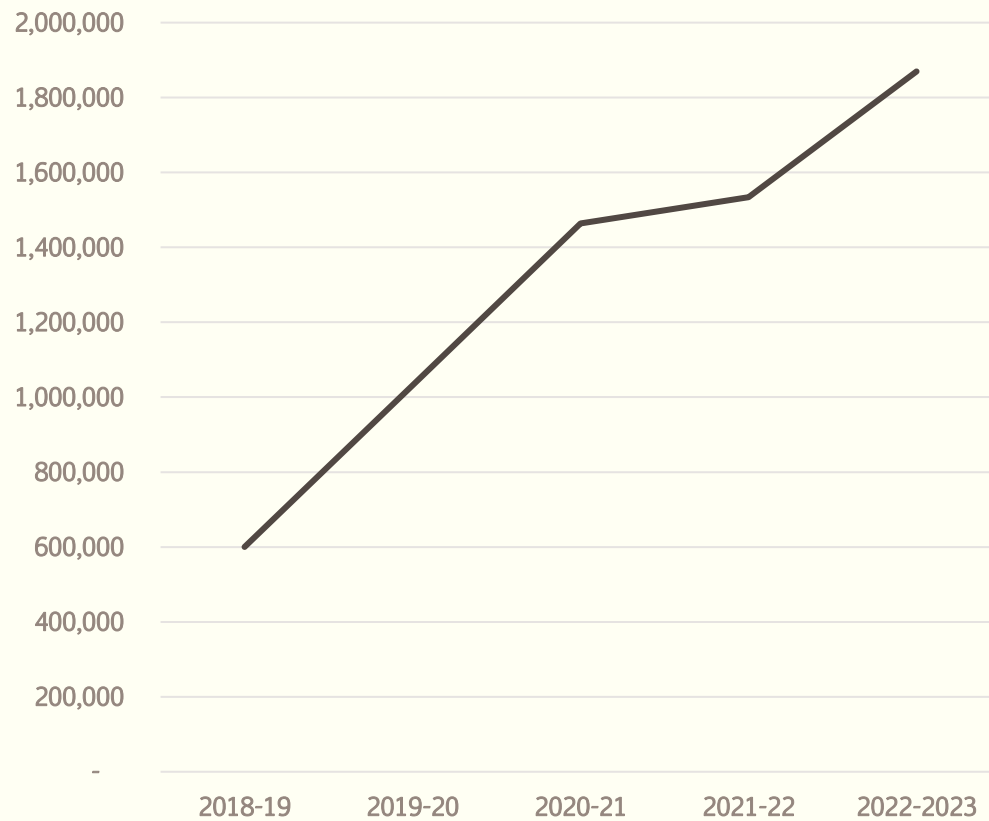
Library Visits

Fiscal Year	21-22	22-23	% increase
Door Count	1,665,632	2,304,075	38%

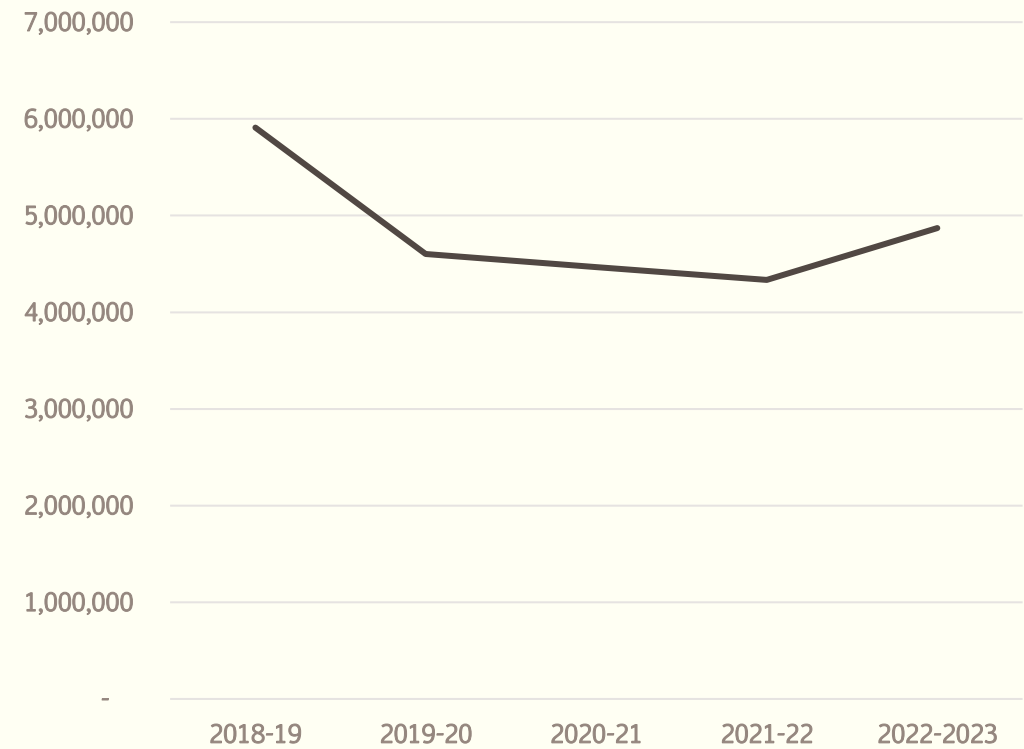
Fiscal Year	18-19	22-23	% increase
Door Count	3,540,968	2,304,075	-35%

Materials Checkout Rates

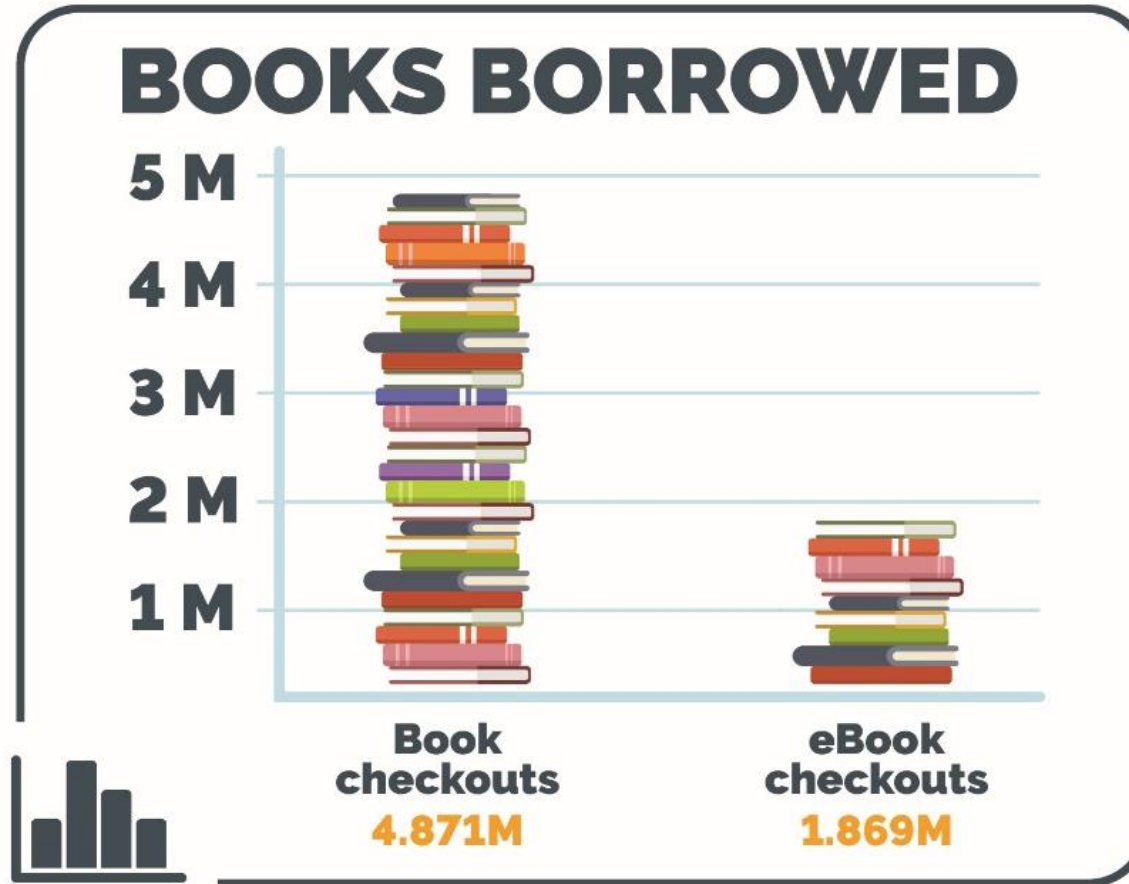
eContent Checkout Rate



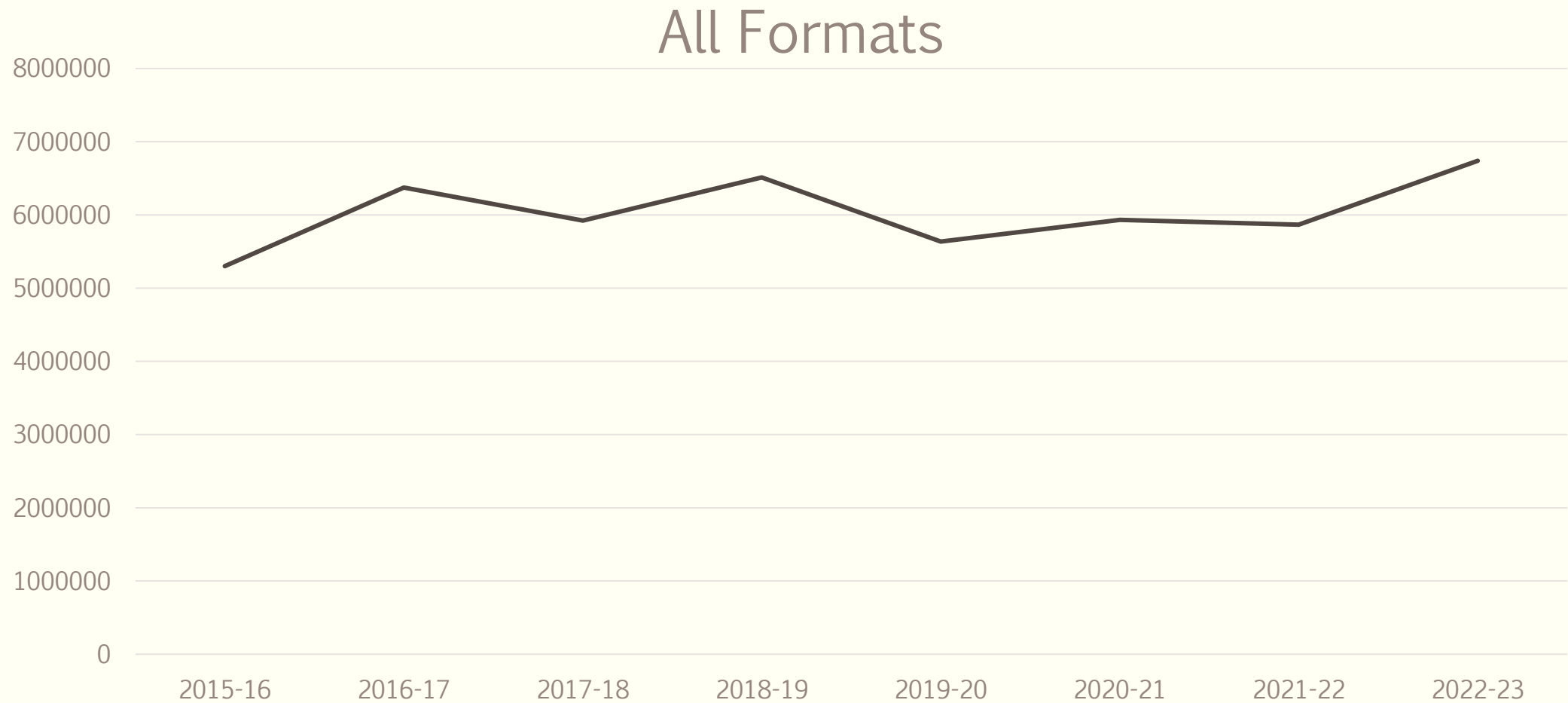
Physical Items Checkout Rate



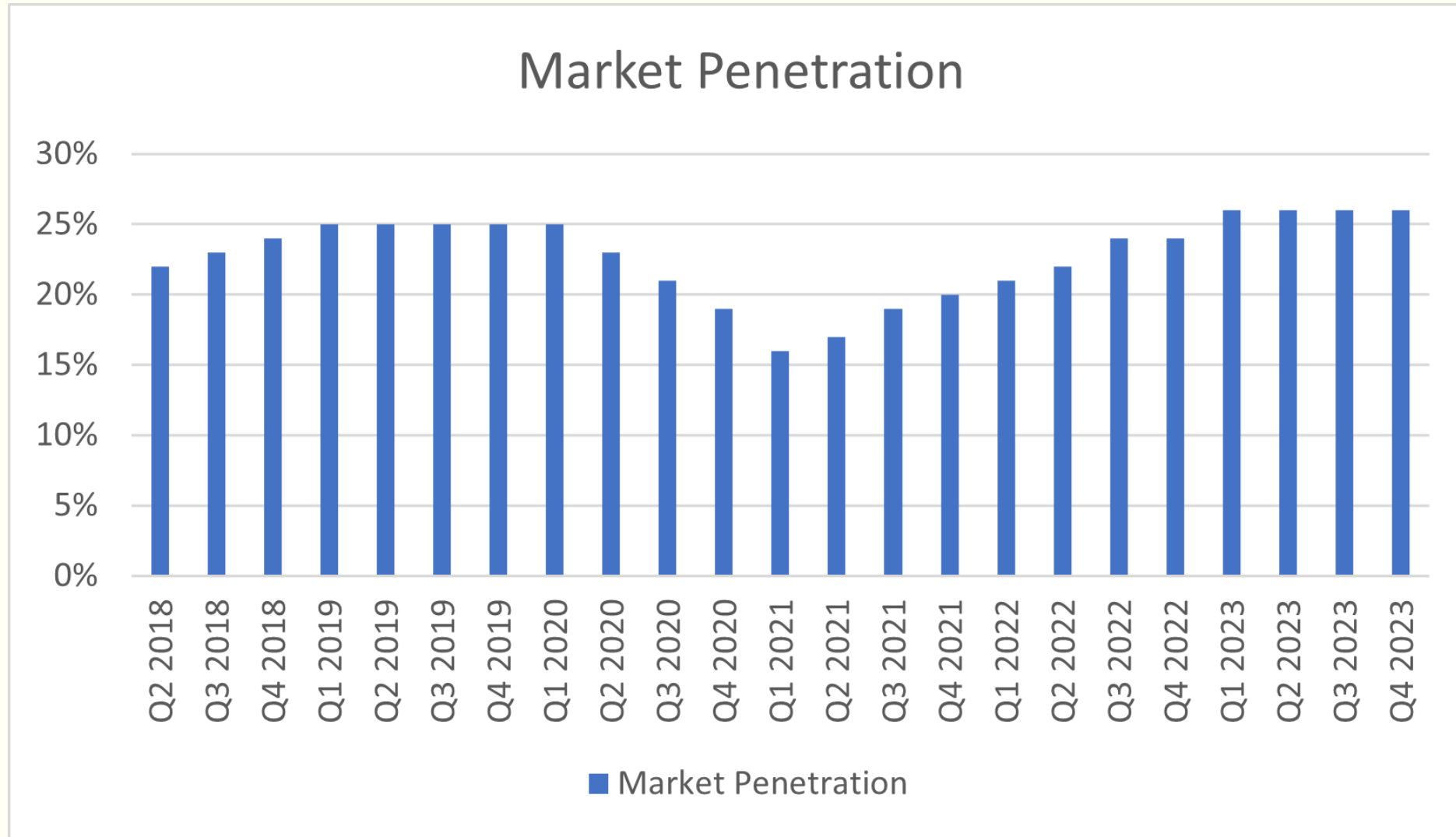
Physical Checkouts are the Majority of Checkouts



Highest Overall Checkout Rate in Eight Years



26% Market penetration



CONTRA COST A COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 4

MEETING DATE: Thursday, May 16, 2024

AGENDA ITEM #: 8.

ITEM: New Library Strategic Plan

RECOMMENDED ACTION:

No Action Required



Contra Costa County Library

Strategic Plan Update

2024



CONTRA COSTA
COUNTY LIBRARY

Bringing People and Ideas Together

cclib.org



Mission

Bringing people and ideas together.

Vision

Contra Costa County Library is the pulse of our community. Working together, we spark imagination, fuel potential, and connect people with ideas and each other.

“Libraries store the energy that fuels the imagination. They open up windows to the world and inspire us to explore and achieve and contribute to improving our quality of life.”

- Sidney Sheldon.

Introduction



Four years ago, the COVID-19 pandemic struck and changed the way we all live, work and play, and also how libraries serve their communities. Since then, Contra Costa County Library has been responding to the many shifts in societal issues, needs and trends brought on by the pandemic, such as rapid digitalization, the epidemic of loneliness, low literacy levels, the need to address racial and other inequities in our services, and an increase in attacks on intellectual freedom.

Even before the pandemic, digitalization influenced everyone's lives with an increased reliance on technology. While digital devices bridged physical distance for many

during the pandemic, for others the digital divide became even more pronounced and debilitating.

In 2023, the U.S. Surgeon General released an advisory declaring loneliness a public health crisis, particularly among older adults who may live far away from family, lack local community, and face additional health problems. Government agencies were advised to invest in social infrastructure, such as libraries, in order to support and facilitate bringing people together in meaningful ways.

As education was disrupted during the pandemic, literacy levels were severely impacted. Experts agree that we are in a national literacy crisis, and it is no different in Contra Costa County. According to the California Department of Education, more than 50% of third graders in the county are not reading at grade-level. Data also shows that BIPOC (Black, Indigenous, People of Color) and low-income children are disproportionately represented among those who are not reading at grade level by third grade. This negatively impacts individuals their whole lives. Approximately 12% of adult native English speakers in Contra Costa County struggle with basic reading and writing, and another 13% of adult residents who are non-native English speakers speak English less than very well.

The murder of George Floyd by a Minneapolis police officer on May 25, 2020 brought to national attention the impact and prevalence of racism in this country. While systemic racism was well-known to Black and other non-white people in this country, Floyd's tragic death starkly highlighted this ugly truth and helped to galvanize and advance anti-racism work in our communities. Libraries across the country, including the Contra Costa County Library, invested in equity, diversity, and inclusion work with an increased focus on implicit bias and anti-racism training for staff and other initiatives to make libraries safe and welcoming spaces for all.

The focus on equity, diversity, and anti-racism across the country has led to an unprecedented, coordinated effort to restrict access to certain books in libraries, especially books focused on the LGBTQ+ experience. This places libraries at the center of the fight to preserve intellectual freedom, one of the cornerstones of democracy.



"This is a fight for the truth that has always existed even if it rarely gets told. When the youth are empowered with stories about the experiences of others, they become adults who understand the necessity for equity and equality and have the tools to build a world the likes of which we have never seen."

-George M. Johnson

Because there have been so many significant changes in the world and our county in the last four years, we knew it was time to update our Strategic Plan so that it better reflects the current needs and challenges of our community. This new plan will guide our work and ensure we are providing the most critical services and resources in the most welcoming environments possible. What is outlined below are updated goals, objectives and strategies based on input from the Contra Costa County Board of Supervisors, Contra Costa County Library Commissioners, library staff, and members of the general public.



GOAL 1 **The Library champions personal and community engagement in literacy, learning and reading to enrich lives.**

OBJECTIVES

- A** Increase opportunities for literacy, education, and lifelong learning through physical and digital collections, programming, and access to technology by 10%.
- B** Increase library use by 10%. This includes website visits, in-branch visitation, and circulation from both physical and digital items.
- C** Increase market penetration in the service area by 5%.

STRATEGIES

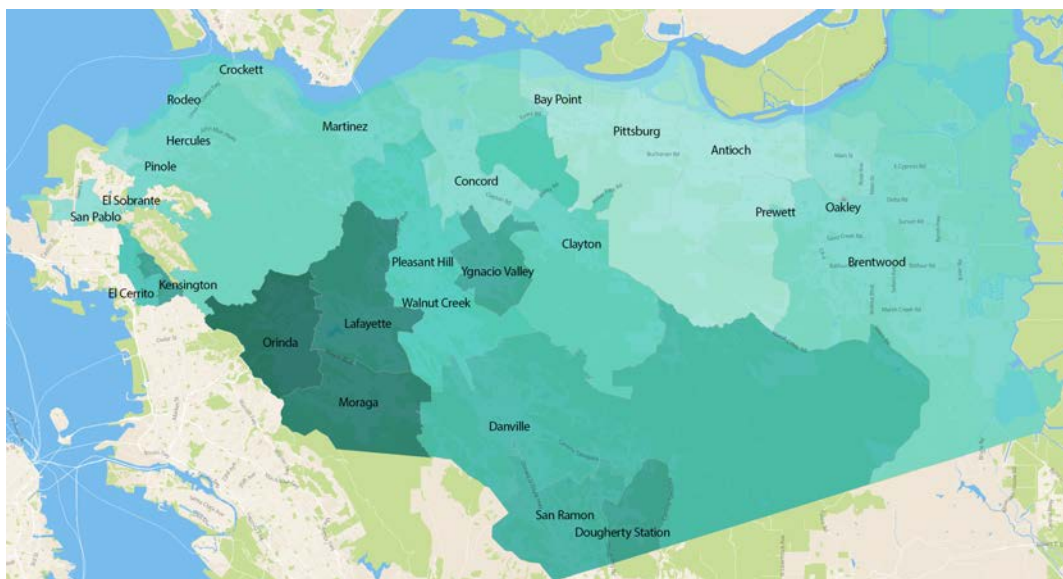
Establish literacy focused initiatives for all ages, especially in communities with low market penetration.

Work with school districts and County office of education to register all enrolled children for a Student Success Card and enact initiatives that will result in the use of library resources.

Offer programs and services to support adult literacy, English language learning, and educational and career success.

Create digital literacy initiatives and services geared towards the aging population.

Increase the Library's budget by securing new revenue sources.



At this writing the Library is actively used by 26% of the county, though 57% of the population has library cards.

Market penetration by census tract; lighter colors indicate areas of less library use; darker colors indicate areas of higher library use.



<h2>GOALS</h2>	<p>GOAL 2: All library users feel welcome, included, and have a sense of belonging when using library services, resources, and facilities.</p>	<p>GOAL 3: The Library delivers a consistent, high-quality, and inviting experience at all points of contact.</p>	<p>GOAL 4: The Library successfully promotes its value, programs, and opportunities to the community.</p>
<div data-bbox="53 594 243 630">OBJECTIVES</div> <div data-bbox="53 682 243 808"> <p>*The policy or practice of opposing racism and promoting racial equity</p> </div>	<div data-bbox="284 588 701 1176"> <p>A. The Library is committed to actively and intentionally advancing anti-racism* within the organization.</p> <p>B. The Library is a cultural hub that reflects the diversity of the community in its collections, programs, displays, staff, and services.</p> <p>C. The Library and its resources are easily accessible to people with varying abilities.</p> <p>D. The Library upholds the promise of intellectual freedom with access to full, diverse collections and resources.</p> <p>E. The Library is a place of connection and community building.</p> </div>	<div data-bbox="735 588 1112 1018"> <p>A. All Library facilities are a destination point.</p> <p>B. Library collections are substantial, meticulously curated, and well-maintained.</p> <p>C. Library staff embody excellent customer service principles.</p> <p>D. The Library will implement technology and digital resources to enhance the customer experience.</p> <p>E. The Library will explore options to increase open hours.</p> </div>	<div data-bbox="1161 588 1559 892"> <p>A. Create and implement a library marketing plan.</p> <p>B. Increase the Library's capacity to market itself.</p> <p>C. Promote cost-saving resources for the community.</p> <p>D. Collaborate with community partners to cross-promote resources.</p> </div>
<div data-bbox="53 1260 243 1295">STRATEGIES</div>	<div data-bbox="313 1260 665 1921"> <p>Mirror the Community:</p> <p>Create and implement a Racial Equity Action Plan.</p> <p>Identify and implement industry-wide best practices to cultivate a diverse and inclusive workforce.</p> <p>Regularly assess the diversity of the collection and implement purchases accordingly.</p> <p>Create and implement a programming framework that incorporates equity, diversity, and inclusion principles.</p> <p>Develop and leverage partnerships to reach new library users and expand services.</p> <p>Use an equity lens in budgeting.</p> </div>	<div data-bbox="735 1260 1112 1795"> <p>Accessibility for All:</p> <p>Create design standards for library facilities that address accessibility, sustainability, and evolving community needs.</p> <p>Organize and coordinate Library programming to create a consistent experience across communities.</p> <p>Pilot self-service entry for Sunday open hours.</p> <p>Develop and implement "pro-access" ** customer service training for all staff.</p> <p>Ensure staff expertise in technology and digital literacy.</p> </div>	<div data-bbox="1161 1260 1559 1764"> <p>Smart Messaging:</p> <p>Implement branch and region-specific messages for programming and resources.</p> <p>Expand signage and communications to include more languages that reflect the community.</p> <p>Expand marketing resources to reach new library users.</p> </div> <div data-bbox="1193 1680 1542 1785"> <p>**Embracing the spirit of 'yes' while also upholding library policies.</p> </div>

Our Commitment to Progress

The Contra Costa County Library is committed to working towards realizing these goals and objectives and will provide annual updates for all stakeholders. The updates will serve to not only evaluate our progress, but will help to determine if our strategies need to be adjusted in order to more effectively support the county in creating more resilient and equitable communities so that all our residents can thrive.



CONTRA COST A COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 5

MEETING DATE: Thursday, May 16, 2024

AGENDA ITEM #: 9.

ITEM: County Librarian Report

RECOMMENDED ACTION:

Commissioners endorse the recommendation that the limited funding of the Contra Costa County Library be acknowledged and that the Board of Supervisors consider alternatives for additional Library funding to provide more impactful and inclusive services to the people of Contra Costa County, with the goal of 56 service hours per week for all branches, with Sunday service schedule to be determined.

Report from Library Commission Advocacy Ad Hoc Group – May 16, 2024

The group has met on a monthly basis since late February. Members include: Michael Fischer, Nicole Gemmer, Sue Hamill, Susan Hildreth, Clifton Louie, Rachel Rosekind, Bob Sanguedolce, Tommy Smith, and Heather Wilkinson. Sue Hamill and Susan Hildreth are serving as co-chairs.

The group has reviewed financial information from other county libraries in the greater Bay area and discussed approaches to enhanced services.

- Library service hours serve as the “envelope” to provide a wide variety of services. The goal for all branches as outlined in the 2021 Library’s Measure X proposal was 56 open hours per week, six days of operation. This schedule did not include Sundays, which we believe is critical to include in basic service hours. Sunday hours, locations and types of service are to be determined.
- Library financing is complicated. A statistic determined by the California State Library that all CA public libraries use is LIPC (local library income divided by residents that library serves). The latest information from 2021-22 shows:
 - Contra Costa County - \$36 (lowest of 8 other Bay area counties)
 - Alameda County - \$57
 - Solano County - \$63

Contra Costa County Library is the largest library in the greater Bay area that does not receive some form of additional funding beyond its county property tax. Please see the attached chart.

- If these hours and services are enhanced, will people come to branches and use these services? In the most recent Contra Costa customer survey, additional service hours as well as enhanced collections and programming were the top requests.
- Could we receive additional funding? In the past, Contra Costa County Library has tried to pass additional parcel tax funding but just missed gathering the required approval threshold of 66 2/3. There is a possibility that a state measure (ACA 1) on the November ballot would reduce this approval threshold to 55%, a level of approval that the Library surpassed in both previous elections. There may be other alternatives for additional funding that the Library could pursue as well.

The Advocacy Ad Hoc group would like the Library Commission to endorse their recommendation that the limited funding of the Contra Costa County Library be acknowledged and that the Board of Supervisors consider alternatives for additional Library funding to provide more impactful and inclusive services to the people of Contra Costa County, with the goal of 56 service hours per week for all branches, with Sunday service schedule to be determined.