



AGENDA

CONTRA COSTA COUNTY Library Commission

Thursday, September 19, 2024

6:00 PM

1025 Escobar St., Room 110
Martinez, CA

Zoom Link: [https://us06web.zoom.us/j/82292423390?](https://us06web.zoom.us/j/82292423390?pwd=aZedToxVRfTEy9sVk6dvBLEuLkeaea.1)

pwd=aZedToxVRfTEy9sVk6dvBLEuLkeaea.1

Call in: 1-669-900-9128

Meeting I.D. 86901798 1949

Advocacy Ad Hoc Group

- 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) 608-7730. 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, September 18, 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.

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. CALL THE MEETING TO ORDER/ROLL CALL

The Library Commission Chair will call the meeting to order.
Alison McKee will do a roll call to determine a quorum of attendees.

2. WELCOME & INTRODUCTIONS

Visitors will have an opportunity to introduce themselves; self-introductions are voluntary.

3. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

4. ACCEPTANCE OF MINUTES – attachment 1 [24-2914](#)
Commissioners will approve or amend the minutes from the May 16, 2024, meeting.
Attachments: [Attachment 1A.pdf](#)
[Attachment 1B.pdf](#)
5. COUNTY LIBRARIAN REPORT – attachment 2 [24-2915](#)
County Librarian Alison McKee will submit a written report on items of interest to Commissioners.
Attachments: [Attachment 2 - 2024-09-19 County Librarian's Report to the Commission.pdf](#)
6. **AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS**
Commissioners will suggest items for future meetings.
7. **Self-Service Sundays – Kimberli Buckley, Gia Paolini, Yemila Alvarez**
8. **Updated Collection Development – Kara Sheetz**
9. Annual Report for 2024 & 2025 Work Plan (Working Committee) – Tommy Smith [24-2916](#)
Attachments: [LC - CCCLC Annual Report - 2023.pdf](#)
10. **WORKING COMMITTEE REPORTS**
A. Commissioner Dozier will report to the Commission on legislative matters. (3 minutes)
B. Commissioner Rosekind will update the commissioners on the Library Foundation of Contra Costa. (3 minutes)
C. Commissioners Hamill & Hildreth will report to the Commission on Advocacy Ad Hoc business. (3 minutes)
11. **Formation of a Nominating Committee for Library Commission Officers – Nicole Gemmer**
If the Commission cares to proceed in the same manner as last year, a motion will be required to form an ad hoc Nominating Committee of three commissioners to meet twice for the purpose of identifying and contacting Commissioners to determine their interest in serving as the Chair and Vice-Chair of the Commission for 2025. A slate of candidates will be presented at the November commission meeting as well as accepting nominations from the floor. As a point or order, anyone serving on the ad hoc Nominating Committee should not be one of the nominees. Keeping this in mind, volunteers for the committee will be accepted.
12. **CORRESPONDENCE**
Commissioners will review commission correspondence.
13. **COMMISSIONER ANNOUNCEMENTS**
Commissioners can use this time to share upcoming events, book sales and any other library-related information.
-

14. ADJOURNMENT to the November 21, 2024, LIBRARY COMMISSION MEETING.

ITEMS TO CALENDAR

- **2024 FF&LC Forum, October 5, 2024, 8:30 - Noon**
- **Commission Meeting, Thursday, November 21, 2024, 6:00 pm**
- **Commission Meeting, Thursday, January 16, 2024, 6:00 pm**
- **Commission Meeting, Thursday, March 20, 2024, 6:00 pm**



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-2914

Agenda Date: 9/19/2024

Agenda #: 4.

Roll Call for Library Commission 5/16/24 Meeting

LAST NAME	FIRST NAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
Rosekind	Rachel	Library Commissioner	CCC District 1	X		
Page	Frederick	Library Commissioner	CCC District 1 (Alt)			X
Hildreth	Susan	Library Commissioner	CCC District 2	Zoom		
Swernoff	Michael	Library Commissioner	CCC District 2 (Alt)	X		
Alaura	Claire	Library Commissioner	CCC District 3		X	
Louie	Clifton	Library Commissioner	CCC District 3 (Alt)	X		
Hamill	Sue	Library Commissioner	CCC District 4	X		
VACANT		Library Commissioner	CCC District 4 (Alt)			
Marsh	Dennisha	Library Commissioner	CCC District 5	Zoom-Pub		
Eckert	Robin	Library Commissioner	CCC District 5 (Alt)	X		
Kingsley	Anne	Library Commissioner	CCCCD	Zoom		
VACANT		Library Commissioner	CCCCD (Alt)			
Thomas	Bryan	Library Commissioner	Central Labor	X		
Hinton	Stacie	Library Commissioner	Central Labor (Alt)		X	
Huh	Dr. John M.	Library Commissioner	City of Antioch		X	
VACANT		Library Commissioner	City of Antioch (Alt)			
Sendig	Linda	Library Commissioner	City of Brentwood		X	
Faye	Vivian	Library Commissioner	City of Brentwood (Alt)		X	
Ferree	Jacalyn	Library Commissioner	City of Clayton	X		
VACANT		Library Commissioner	City of Clayton (Alt)			
Smith	Tommy	Library Commissioner	City of Concord	X		
VACANT		Library Commissioner	City of Concord (Alt)			
Fischer	Michael	Library Commissioner	City of El Cerrito	X		
Koops	Barry	Library Commissioner	City of El Cerrito (Alt)	Zoom		
Rennie	Donna	Library Commissioner	City of Hercules	X		
Marcotte	Jo Ellen	Library Commissioner	City of Hercules (Alt)	Zoom		
Hoisington	Mary Ann	Library Commissioner	City of Lafayette	X		
Walker	Dorothy	Library Commissioner	City of Lafayette (Alt)			
DeFraga	Matthew	Library Commissioner	City of Martinez			X
Dexter	Jim	Library Commissioner	City of Martinez (Alt)			X
Armonio	Kevin	Library Commissioner	City of Oakley	X		
Fitzpatrick	Arnold	Library Commissioner	City of Oakley (Alt)	X		
Garde	Shrikant	Library Commissioner	City of Orinda		X	
VACANT		Library Commissioner	City of Orinda (Alt)			
Pursley	George	Library Commissioner	City of Pinole		X	
VACANT		Library Commissioner	City of Pinole (Alt)			
LeFrak-Bellici	Zelda	Library Commissioner	City of Pittsburg	X		
VACANT		Library Commissioner	City of Pittsburg (Alt)			
Dozier	Julia	Library Commissioner	City of Pleasant Hill			X
Means	Richard	Library Commissioner	City of Pleasant Hill (Alt)		X	
Medrano	Antonio	Library Commissioner	City of San Pablo	X		
VACANT		Library Commissioner	City of San Pablo (Alt)			
Masuda-Nash	Michel	Library Commissioner	City of San Ramon		X	
VACANT		Library Commissioner	City of San Ramon (Alt)			
Molinelli	Jasun	Library Commissioner	City of Walnut Creek		X	
Lurvey	Heather	Library Commissioner	City of Walnut Creek (Alt)	X		
Mackey	Lynn	Library Commissioner	Office of Education			X
VACANT		Library Commissioner	Office of Education (Alt)			
Gemmer	Nicole	Library Commissioner	Town of Danville	X		
Sanguedolce	Robert	Library Commissioner	Town of Danville (Alt)	X		
Bergfeld	Emily	Library Commissioner	Town of Moraga	X		
Kung	Amenda	Library Commissioner	Town of Moraga (Alt)		X	



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) 608-7730. 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. Walter 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 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 925-818-0049 prior to 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. **6:15 p.m. Action (5 mins.)** **ACCEPTANCE OF MINUTES – attachment 1**
Commissioners will approve or amend the minutes from the March 2024 meeting. Corrections: Michael Fischer and Dorothy Walker were present at the March 2024 meeting. Commissioner Medrano made a motion and Commissioner Hamill seconded approval of the minutes with those changes.

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. Alison highlighted that the Commission was reauthorized by both the Mayor’s conference and the Board of Supervisors through March of 2027. She also highlighted the potential cut to open hours at the San Ramon Library due to the City’s budget problems. Lastly, she called attention to Hoopla and the Washington Post as new digital resources available to patrons.

6. **6:30 p.m. Information (5 mins.)** **AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS**
Commissioners will suggest items for future meetings. Commissioner Fischer suggested a discussion about how library technology costs are divided between the cities and counties. Alison offered to send this info to all commissioners via email.

Commissioner DeFrak suggested an item focused on the parking situation at the Pittsburg Library due to the hotel construction across the street from the library. Commissioner Marsh mentioned that she had brought up this issue with Sup. Glover.

PRESENTATIONS

7. **6:35 p.m. PRESENTATION (10 mins.)** **BUDGET UPDATE –**
County Librarian Alison McKee and ASO Samantha Fithian will discuss the current budget and take questions at the end. Commissioner Hoisington asked Alison to explain the ‘placeholder’ positions. The placeholder positions will be filled when a corresponding identified position becomes vacant and then is ‘converted’ into a placeholder position.

8. **6:45 p.m. PRESENTATION (10 mins.)** **NEW LIBRARY STRATEGIC PLAN –**
County Librarian Alison McKee will walk the Commission through the current Strategic Plan and discuss what has changed. Commissioner Fischer requested that the next iteration of the strategic plan include addressing how to assess information accuracy.

9. **6:55 p.m. PRESENTATION (30 mins.)** **UPDATE ON THE AD-HOC ADVOCACY GROUP -**
Commissioners Hamill and Hildreth will update the progress of the Ad-Hoc Advocacy Group And discuss plans/ideas for moving forward.

Gemmer made a motion that the Commissioners endorse the recommendation that the limited funding of the Contra Costa County Library be acknowledged and the BOS consider alternatives for additional Library funding to provide more impactful and inclusive services to the people of Contra Costa County.

Commissioner Hoisington seconded, motion passed unanimously.

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)
Commissioner Fischer volunteered to provide talking points and a template email for Commissioners to send to their legislators. He will email these to Alison and she will distribute via email to all Commissioners.
- B. Commissioner Rosekind will update the commissioners on the Library Foundation of Contra Costa. (5 minutes)
- LFCC is funding the Career Online High School graduation ceremony at the Orinda Library for 4 graduates. This is their second year sponsoring this ceremony.
 - LFCC is acting as the fiscal agent for Lunch in the Library funding from the State Library.
 - LFCC granted \$5,000 to JHL for their collections and \$10,000 to eight libraries without robust Friends funding for programming: San Pablo, Concord, Bay Point, Crockett, El Sobrante, Oakley, Antioch and Pinole.
 - They have also used Measure X funds to engage Essex and Drake for fundraising consulting.

OTHER BUSINESS

11. 7:45 P.M.
ACTION
(5 mins.)

CORRESPONDENCE -

Commissioners will review commission correspondence

12. 7:50 P.M.
ACTION
(10 mins.)

COMMISSIONER ANNOUNCEMENTS –

Commissioners can use this time to share upcoming events, book sales and any other library-related information.

Commissioner DeFrak-City of Pittsburg and the Library are collaborating on a storywalk at the Small World Park. The storywalk was funded by Keller Canyon mitigation grant funds.

Commissioner Hoisington-Senior and Teen “Swell” space will be open this summer for activities at the Lafayette Library. June 18th at 7pm is the last Sweet Thursday author event, which is a photography tribute to Buster Posey who lived in Lafayette.

Commissioner Rosekind-Kensington Library has a monthly knitting club and just started a bi-weekly read to a dog program, Saturday June 8 at 1pm there will be a community song circle, Tuesday June 11th-the world of Yayoi Kusama. Conservation Ambassadors will be at the regular evening story time on June 25.

Commissioner Fischer-The El Cerrito Library had their first of a series of author programs to celebrate the Library’s 50th anniversary with Gail Tsukiyama. The event was attended by more 100 people. On June 11th the City will be hosting at the library a community meeting to discuss the proposed new Library at the BART transit-oriented development.

Commissioner Fitzpatrick-Oakley Library has been in a 6,000 square foot building where 3,000 square feet of that is shared with the school library. The City is working on building a new library. The city has enough funding for a 9,000 square foot facility and they need to find \$18 million in order to build a library that is a more appropriate size (approx. 20k square feet). He asked Commissioners to ask their Foundations and Friends to support the Friends of the Oakley Library in raising funds.

8:00 P.M. ADJOURNMENT to the July 18, 2024 LIBRARY COMMISSION MEETING.

Chair Gemmer adjourned the meeting at 7:48 p.m.

ITEMS TO CALENDAR

- Commission Meeting, Thursday, Sep 19, 2024, 6:00pm
- 2024 FF&C Library Forum, October 26, 2024
- Commission Meeting, Thursday, Nov 21, 2024, 6:00pm
- Commission Meeting, Thursday, December
- Commission Meeting, Thursday, January 16, 2024, 6:00 pm



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-2915

Agenda Date: 9/19/2024

Agenda #: 5.

County Librarian's Report to the Library Commission Thursday, September 19, 2024

Ygnacio Valley Library Closure for HVAC Repairs

The Ygnacio Valley Library was closed from August 22-September 5 due to the continued issues with the cooling tower inside the Ygnacio Valley Library. The branch was closed for part of every day since July 23 while waiting for a replacement part for the AC system. Despite cooler weather over the last two weeks and large fans working to cool the space, the temperatures inside the building remained too high for the health and safety of library staff and patrons. With the support of Supervisor Carlson, the Library closed from August 22 through September 5. The Library reopened on Friday September 6th once the new part was installed and working properly.

Community Meeting for New Bay Point Library Plans

On Tuesday evening September 24th from 6:00-8:00 p.m. Noll and Tam Architects will present their latest drawings for the new Library to the community. They will seek input from the community to incorporate into the final plans. The meeting will take place at the current Bay Point Library and there will be sequential translation in Spanish.

Print Card Discontinuation: We will be discontinuing the use of print cards as part of our transition to new Printers/Copiers. November 2, 2024, will be the last day to add funds to print cards with credit cards or to purchase new print cards. December 31, 2024, will be the last day print cards can be used for copying/printing. We are anticipating that there will be a brief period of time when patrons will be unable to use credit cards at all for printing/copying until the new printer/copiers are in place.

Clayton Library Refresh

Noll and Tam Architects have completed their conceptual drawings and furniture plans for a potential refresh in collaboration with the City of Clayton and the Clayton Community Library Foundation.

Building Forward Grant Funds Preserved for New BAY

We have received confirmation from the State Library that the \$9.9 million in grant funds for the new Library have been preserved. We are in the process of providing the State all the documentation they need for an MOU between the County and the State.

LGBTQIA+ Community Resources Convening: On August 22nd, Alison McKee and El Sobrante Library Manager Tom Schween attended the county's first ever convening of local organizations who support and serve the LGBTQIA+ community. The event was hosted and sponsored by District 4 County Supervisor Ken Carlson, the County's first LGBTQ Supervisor. Attendees networked and shared resources and information about their services.

Summer Reading 2024: Summer Reading 2024 was a huge success, and thanks to the hard work of the entire staff we had 7,881 customers of all ages read and learn with the library this summer, which is 1,411 more than last year! That's an amazing increase. Kudos go to the hardworking Summer Reading Committee: Desiree Castro-Manner, Charles Hargrove, Julia Layne, Adriana Nino, Nirit Schnitzer, Lindsay duPont, Tom McGovern, Glenda Gardner, Marie Goundar, Isabel Roberts, Amy Mockoski & Jess Lilja.

Lunch at the Library Summer 2024: Free Student Meals were served through the Lunch at the Library program at ECL, ESL, CON, CRO, ROD, ANT, PNL and SPL. We are so proud to report that kids and teens received 6,136 free and healthy meals this summer! Providing that many meals and all the programming before, during and after the meals are served is a truly inspiring. The staff at PIT, PRW and BAY also provided many pop-up library visits at their local meal sites including schools and community centers. Thank you for all your hard work to make sure your communities are fed during the summer.

Clayton Closure: The City of Clayton hired Climatec, Inc. to install energy efficiency improvements throughout the City's facilities including the Library. The planned closures occurred August 10 - August 13. The system experienced some issues resulting in closures the previous week and after the scheduled re-opening, however after fine-tuning and some further repairs the system is up and fully functioning.

San Ramon Library's Successful Transition to New Hours: San Ramon Library began its new hours on Thursday, August 1. The library is now open Tuesday through Saturday. The hours were changed because of a budget shortfall with the City of San Ramon. Many thanks to the SRL staff, who have had to pivot to accommodate this significant change.

Respectfully submitted by Alison McKee, County Librarian



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-2916

Agenda Date: 9/19/2024

Agenda #: 9.

Annual Report, Contra Costa County Library Commission (November 2022 through October 2023)

Introduction

This report captures the activity of the Contra Costa County Library Commission over the past 12 months. The Library Commission, a citizen advisory body to the Board of Supervisors and the County Librarian, provides a community perspective to library policy and administration.

The Library Commission drafted an annual work plan, with goals to support library services and funding, community engagement and system collaboration. The workplan goals are to;

1. Help support sustainable funding and support library programs and services to better serve all segments of our patrons;
2. Collaborate with elected officials, community groups and residents to engender broad support for the library;
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;
4. Serve as an advisory committee to the County on library issues.

The detailed description of the work toward these four goals are discussed herein.

About the Commission

The Contra Costa Library Commission is a citizen advisory body to the Board of Supervisors and the County Librarian, appointed by local public officials:

- Eighteen members representing the cities/towns in Contra Costa County - these Commissioners are appointed by the city/town councils (excluding Richmond)
- Five members representing Contra Costa County - each Supervisor appoints one Commissioner
- One member representing the Central Labor Council
- Four Ex-Officio members representing the College District, East Bay Leadership Council, Office of Education, and the Friends Council.

The Commission meets six times a year and receives reports on library policy, administration and operations prepared under the supervision of the County Librarian. The Commission asks questions, offers comments, and provides feedback. Additionally, individual commissioners engage with local policy makers, community groups and patrons to support and promote their local libraries. Annually, the Commission submits a report to the Board of Supervisors and other appointing authorities of its activities. This report covers the period from November 1, 2022 through October 31, 2023.

Activity Report

The activities listed in this annual report follow the goals of Commission's work plan submitted with last year's annual report.

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

On November 7, 2022, the Library Foundation of Contra Costa (LFCC) was incorporated as a California Public Benefit Corporation. Using \$50,000 of Measure X seed funds granted by the Board of Supervisors in January 2023, the LFCC elected a board of trustees, established an on-line presence, and received Federal tax-exempt status. The LFCC will be key to supporting library programs and services funding countywide. All members of the LFCC Board are current or former library commissioners.

Goal 2: Collaborate with elected officials, community groups and residents to engender broad support for the library.:

The Commission's Legislative Working Group reviews legislation and other issues that affect our libraries for awareness, and advocacy, consistent with and aligned to the Board of Supervisor's policies and positions.

This year, the Legislative Working Group tracked state and federal legislation impacting library funding, including Governor Gavin Newsome's proposed budget. The Legislative Working

Group also met with Assemblymember Grayson (District 15), State Senator Glazier (District 07) and State Senator Skinner (District 09 and chair of the Budget Committee), to solicit their support for state earmarks for the Bay Point library.

Individual Commissioners inform their appointing authority of library related legislative issues, usually through the public meeting process. Commissioners ensure that issues involving libraries get the appropriate input of the local community and government. Commissioners also reach out to the candidates for city and town councils offering information about library needs.

Commissioners engage with local library staff and community groups to support and promote library programs. Engagement and advocacy by individual commissions include:

- Commissioner Ferree, the Clayton Community Library Foundation (CCLF) and branch library personnel successfully collaborated to promote a new senior Memory Café program, a Lindsay Wildlife Museum presentation, a Lawrence Hall of Science event, several arts/crafts project days, story time, and many more events.
- Commissioner Hoisington advocated for addition services hours with the Lafayette City Council and supported branch Librarian Rob Tygett's presentation for Library Week to the Council.
- Commissioners DeFraga and Dexter shared how the Martinez Friends book sale features a \$5 per bag of books as a means of moving merchandise for other Friends Groups to consider.

- Commissioner Dozier established a quarterly coordination meeting with Pleasant Hill Branch Librarian Patrick Remer to discuss goals, library programs, and funding.

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.

The Commission continues to support local branch staff and the County Librarian to promote programming and resources available to the community. As a part of this effort, Commissioners, Library Friends, and Foundation members participated in a strategic planning session led by the consulting firm Orange Boy Inc. to provide feedback on the following:

1. The critical community issues over the next five years.
2. The library's greatest growth opportunity.
3. What are the skill gaps in the community.
4. How can the library help fill those skill gaps.

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

At each meeting, the Commission receives reports from the County Librarian and staff on policy, plans and operations. In these presentations, Commissioners pose questions and provide input. An ongoing concern is library access, specifically service hours. Since the COVID 19 pandemic, no county library has been open on Sundays. The Commission heard an updated report on branch hours from the County Librarian. The County Librarian

presented a framework that would bring back library hours but on a more stable and equitable basis for input and comment.

Summary

Over the past 12 months, the Contra Costa County Library Commission has supported library funding through the establishment of the Library Foundation, advocated with State and local policy makers for legislative and financial support, liaised with branch libraries and community groups to develop and promote services and programming, and provided input on Library strategic planning and operations. The Commission continues to serve as a bridge between branch libraries, citizen groups, policy makers and patrons to secure funding, increase access and uphold the community value of the Contra Costa County Library System.

Work Plan, Contra Costa County Library Commission (November 2023 through October 2024)

The Contra Costa County Library Commission was established by the Contra Costa County Board of Supervisors in March 1991. The Commission was created to serve in an advisory capacity to the Board of Supervisors and the County Librarian. 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."

Annually, the Commission submits a work plan for the to the Board of Supervisors, city and town councils, and other appointing authorities of its planned activities:

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

- Exploring ways of ensuring stable, equitable and adequate public and private funding for the county library and its various branches.
- Advocating for additional funding for branch libraries for increased resources to better serve their local communities.

- Providing 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, including;

- Conducting 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.
- Taking a more active role in the American Library Association and California Library Association lobbying efforts by briefing appointing authorities (city/town council, Supervisor, board or agency) periodically on Commission activities, initiatives, and identified library needs and, when appropriate, seeking their advocacy or endorsement.
- Collaborating with library staff to promote library activities and services with public officials at the federal, state, and local level.
- Educating organizations and individuals at the local, county, state and national level about the value and services offered by the library.
- Involving the local communities in Library Commission meetings.
- Encouraging 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 .

- Partnering with the Library to understand and address issues of Equity, Diversity and Inclusion.
- Recommending methods to overcome barriers to library services for various patrons.
- Fostering civic discussion on library issues.
- Highlighting the role of libraries in disseminating factual information and to identify misinformation and disinformation.

Goal 4: Advise the County on library issues, including;

- Assisting new local library staff in understanding the needs, resources and organizations of the local community.
- Providing 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 unanimously by the Commission November 16, 2023

Commissioner Attendance / 2023

<i>Commissioner</i>	<i>c</i>	<i>Jan</i>	<i>Mar</i>	<i>May</i>	<i>Jul</i>	<i>Sep</i>	<i>Nov</i>	1 = Attended 2 = Excused 3 = Absent 0 = Not on Comm X= Canceled	<i># Mtgs</i>	<i>A</i>	<i>P</i>	<i>E</i>
John Huh		1	1	1	Cxld	Cxld	1		4			
Vivian Faye		3	3	3	Cxld	Cxld	3		4			
Linda Sendig		1	1	1	Cxld	Cxld	1		4			
Jacalyn Feree		1	1	1	Cxld	Cxld	1		4			
Tommy Smith		1	1	1	Cxld	Cxld	1		4			
Nicole Gemmer		1	1	1	Cxld	Cxld	1		4			
Robert Sanguedolce		1	1	2	Cxld	Cxld	1		4			
Barry Koops		1	3	3	Cxld	Cxld	2		4			
Michael Fischer		1	1	2	Cxld	Cxld	1		4			
Jo Ellen Marcotte		1	1	1	Cxld	Cxld	1		4			
Mary Ann Hoisington		1	1	1	Cxld	Cxld	1		4			
Dorothy Walker		1	1	1	Cxld	Cxld	1		4			
Matthew DeFraga		1	1	1	Cxld	Cxld	2		4			
Jim Dexter		1	1	3	Cxld	Cxld	3		4			
Emily Bergfeld		0	0	0	Cxld	Cxld	1		1			
Amenda Kung		0	0	0	Cxld	Cxld	3		1			
Arnold Fitzpatrick		3	3	1	Cxld	Cxld	3		4			
Shrikant Garde		1	2	2	Cxld	Cxld	2		4			
Zelda LeFrak-Belleci		3	2	1	Cxld	Cxld	3		4			
George Pursley		1	3	1	Cxld	Cxld	2		4			
Julia Dozier		1	1	1	Cxld	Cxld	2		4			
Richard Means		1	2	1	Cxld	Cxld	1		4			
Antonio Medrano		1	1	3	Cxld	Cxld	2		4			
Michel Masuda-Nash		2	1	1	Cxld	Cxld	2		4			
Jasun Molinelli		3	3	1	Cxld	Cxld	3		4			
Heather Lurvey		1	1	2	Cxld	Cxld	1		4			
Bryan Thomas		3	3	3	Cxld	Cxld	3		4			
Stacie Hinton		3	3	3	Cxld	Cxld	2		4			
Rachel Rosekind		1	1	1	Cxld	Cxld	2		4			
Susan Hildreth		2	2	2	Cxld	Cxld	2		4			
Michael Swernoff		2	1	1	Cxld	Cxld	1		4			
Claire Alaura		3	3	3	Cxld	Cxld	3		4			
Clifton Louie		1	1	1	Cxld	Cxld	1		4			
Sue Hamill		0	0	0	Cxld	Cxld	1		1			
Dennisha Marsh		0	0	0	Cxld	Cxld	2		1			
Robin Eckert		0	0	0	Cxld	Cxld	1		1			
Lynn Mackey		2	2	1	Cxld	Cxld	2		4			

Names highlighted in yellow above still need to certify they've (re)viewed the Implicit Bias Videos