

Library Commission 2013 Annual Report and 2014 Work Plan

Library Commission meets 4th Thursday of alternating months

Library Commission meets at Library Administration, 75 Santa Barbara Road, Pleasant Hill

Dr. Shirley Peck, Chair

Kathy Fuller, Vice-chair

Staff: Barbara L. Flynn, former County Librarian and Cathy E. Sanford, Interim County Librarian

1. Activities

- Commissioners:
 - o Provided information and reports to Library friends, foundations, and community library commissions and community library managers about library activities
 - o Provided information and reports as liaisons to the appointing agencies
 - o Participated in a Strategic Planning Town Hall Meeting
 - o Received a presentation on enki Library – the Library’s open source ebook platform
 - o Received a presentation on Remember & Go – the Library’s local history digitization project
 - o Frequently serve as board members and officers of Library friends, foundations, endowments, and community library commissions; are involved in friends’ membership recruitments, fundraising activities for community libraries, book sales, volunteering, and assisting with library programming, such as: city read programs, Countywide Summer Reading Festival, and youth activities
 - o Voted not to have an outreach subcommittee of the Commission
 - o Received an update on the report by LAFCO (Local Agency Formation Commission)
 - o Received a presentation on the Library’s budget for fiscal year 2013-2014
 - o Received a presentation on the Russian Collection at the Walnut Creek Library; presented by Commissioner Meisch (Walnut Creek)
 - o Attended meetings of the Board of Supervisors, city councils, Mayors’ Conferences, and MACs throughout the County; also attended State Legislators’ meetings
 - o Attended Library’s 100th Birthday regional events
 - o Participated in the 100th Birthday Celebration on July 21, 2013
 - o Commissioner Smith (District IV) served as a board member for California Public Library Advocates (CPLA)
 - o Commissioner Smith (District IV) attended the BayNet conference and provided a report about the conference to the Commission

2. Accomplishments

- Commissioners:
 - o Elected 2014 Library Commission Officers
 - o Sent letters to legislators supporting SCA7 (Senate Constitutional Amendment No. 7—A relating to public libraries)
 - o Commissioner Smith (District IV) spoke about SCA7 during the Senate Governance and Finance Committee hearing
 - o Commissioner Smith (District IV) gave a presentation at the November 2013 California Library Association Conference (CLA), “Developing Relationships with Your Elected Leaders.” Smith prepared a written report about the CLA Conference for the Commission
 - o Commissioner Smith (District IV) conducted Board Effectiveness Training for the Oakland Library Advisory Commission
 - o Commissioner Smith (District IV) coordinated, and produced, a 2013 CPLA (California Public Library Advocates) workshop with the theme of “Guerrilla Advocacy – It’s a Jungle Out There” The workshop was held in San Mateo and resulted in record registrations of over 70 participants
 - o Commissioner Smith (District IV) wrote an article about the CPLA Guerrilla Advocacy workshop. CLA (California Library Association) published the article
 - o Commissioner Smith (District IV) encouraged Senator Lois Wolk to write an article about SCA7 for CALTATICS (California Public Library Advocates’ quarterly publication), which was reprinted by CLA (California Library Association)
 - o Commissioner Smith (District IV) encouraged Concord Mayor, Dan Helix and Board of Supervisors’ Chair, Federal Glover to write letters supporting SCA7 and send letters to Governor

Brown in support of public library funding. In addition, the Concord Chamber of Commerce sent a letter to the Governor in support of public library funding

3. Facilities

- Commissioner Poulos (El Cerrito) worked with El Cerrito Rotary on landscaping issues for the El Cerrito Library
- Commission Chair Peck (Brentwood) worked on the Brentwood Library expansion project with the City of Brentwood, the City's Land Use and Development Committee, and the City Council.

4. Attendance/Representation

The 29-member Library Commission is diverse and meets the Board of Supervisors' goal to maintain an ethnic, economic, and geographic balance. A wide range of ages is represented on the Library Commission.

All six meetings in 2013 achieved a quorum and many alternate Commissioners attended meetings in addition to the appointed Commissioner. (*attachment - attendance report*)

5. Training/Certification

Commissioners

- Twenty- nine members viewed and reviewed recordings on the Brown Act and Conflict of Interest as required by the Board of Supervisors.
- Renewed CPLA (California Public Library Advocates) memberships
- Attended the April 30, 2013 County's Annual Training for advisory bodies
- Commissioner Smith (District IV) attended the BayNet annual meeting and a CPLA (California Public Library Advocates) workshop

Proposed Work Plan / Objectives for 2014:

Commissioners:

- **Goal: Continue to advocate for and support increased funding**
 - Objective: Support Library Friends fundraising activities
 - Objective: Continue to advocate with elected officials for financial support of libraries
 - Objective: Commissioner Smith (District IV) will obtain letters to support public library funding from Concord's Mayor, the Chair of the Board of Supervisors, and the Concord Chamber of Commerce.
- **Goal: Continue to promote, expand, educate, and support library services and programs for all of the communities**
 - Objective: Receive an update on the Library's Strategic Plan
 - Objective: Support City Reads programs
 - Objective: Work with Library staff on local projects - supporting library services
 - Objective: Commission Chair, Peck (Brentwood) will participate in planning for the expansion of the Brentwood Library
 - Objective: Commissioner Faye (Brentwood) will encourage outreach for culturally rich collections, similar to the model of the Russian collection in Walnut Creek.
- **Goal: Continue supporting/assisting Friends of the Library groups.**
 - Objective: Support Library Friends fundraising activities, such as increasing book donations and sales
 - Objective: Participate as members of Friends groups for community libraries
 - Objective: Commissioner Smith (District IV) will coordinate and produce CPLA workshop in Castro Valley with the theme of "Supporting California's Public Libraries, Trustees – Friends – Foundations – Advocating Together"

▪ **Goal: Continue to develop skills as a Library Commissioner and be actively involved**

Objective: Participate in Library Commission meetings

Objective: Provide reports about the Library Commission to city councils, Friends of the Library groups, and Library Managers

Objective: Join/Renew Commissioner's CPLA (California Public Library Advocates) memberships

Objective: Attend library workshops, seminars, trainings, and report on these to the Commission

Objective: Commission Chair Peck (Brentwood) will serve as Library Commission Chair

Objective: Commission Chair Peck (Brentwood) will write letters to support public library funding for the Board of Supervisors to consider adopting

Objective: Commissioner Smith (District IV) will continue to serve as a CPLA board member

Objective: Commissioner Smith (District IV) will attend the annual BayNet conference and provide a report about the conference to the Commission

Objective: Commissioner Smith (District IV) will attend the annual CLA (California Library Association) Conference and provide a report about the conference to the Commission

Objective: Commissioner Smith (District IV) will conduct Board Effectiveness Trainings

Objective: Commissioner Smith (District IV) will meet with legislators during CLA's Legislative Day in the District

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Attendance Report

* Library Commission Attendance: January 2013 – December 2013

Library Commission Attendance January 2013 – December 2013		Total	Total	Total	Total	signed BROWN ACT & Ethics Orientation video viewing certification
COMMISSIONERS	REPRESENTING	Meetings	Absent	Present	Excused	Received
Ruehlig, Walter	City of Antioch	6		3	3	X
Peck, Shirley Dr. (Chair)	City of Brentwood	6		6		X
Faye, Vivian	City of Brentwood (Alternate)	6		6		
Atkinson, Joyce	City of Clayton	6		5	1	X
Boyd, Jeanne	City of Clayton (Alternate)	6		1	5	X
Gomez, Barbara	City of Concord	6		2	4	X
Waterson, Judi	City of Concord (Alternate)	6		4	2	X
Diamond, Katie	Town of Danville	6		5	1	
Poulos, Steve	City of El Cerrito	3		3		X
(term ended 6/13/13)						
Woo, Janice	City of El Cerrito	3		3		
(term began 7/19/13)						
Panas, Tom	City of El Cerrito (Alternate)	6		6		X
Marcotte, Jo Ellen	City of Hercules	6		6		
Ayalin, Cip	City of Hercules (Alternate)	4		4		
(term began 5/13/13)						
Plummer, Stacie	City of Hercules (Alternate)	3		1	2	X
(term ended 5/13/13)						
Hoisington, Mary Ann	City of Lafayette	6		5	1	X
Bailey, Ruth	City of Lafayette (Alternate)	6		6		X
Fuller, Kathy (Vice-chair)	City of Martinez	6		6		X
Kindall, Gayle	City of Martinez (Alternate)	6			6	
Lum, Rodger	Town of Moraga	6		5	1	X
Tumin, Cindy A.	City of Oakley	3		2	1	X
(term ended 6/30/13)						
Joseph, Mary	City of Oakley	3	1	2		
(term began 7/1/13)						
Giullian, Karen	City of Oakley (Alternate)	3			3	
(term began 7/1/13)						
Burkhalter, Barbara	City of Orinda	6		4	2	X
Bonham, Ben	City of Orinda (Alternate)	6		4	1	X
Magann, Kathy	City of Pinole (Alternate)	6		5	1	X
O'Rourke, Charlene	City of Pinole	6		6		X
Vacant	City of Pittsburg	-				
Bracken, Katherine	City of Pleasant Hill	6		6		X
Vacant	City of Richmond	-				
McNeil, Leonard	City of San Pablo	3		2	1	
(term began 7/1/13)						
Ybarra, Frank	City of San Pablo	3	3			
(term ended 6/30/13)						
Bustamante, Sonia	City of San Pablo (Alternate)	3			3	
(term began 7/1/13)						
Prater, Penny	City of San Ramon	6		5	1	X
Meisch, Lynn A.	City of Walnut Creek	6		5	1	X
Woodrow, Don	District 1	6		5	1	
Riise, Diane	District 2	6	1	5		X
O'Brien, Margaret	District 2 (Alternate)	6		2	4	
Vaid, Pramod	District 3	6		4	2	
Denis Dan	District 3 (Alternate)	4		4		
(term began 4/10/13)						
Smith, Alan B.	District 4	6		6		X
Enholm, Greg	District 5	3			3	X
(term ended 6/30/13)						
Marshburn, Peggy	Office of Education (Alternate)	6		3	3	X
Ovick, Dr. Joe	Office of Education	6	1		5	X
Vacant	Contra Costa Central Labor Council	-				
Vacant	Contra Costa Council	-				
Hadden, Cynthia	Friends Council	6		4	2	X
Birsan Edi	Friends Council (Alternate)	6		1	5	
Mehdizadeh, Mojdeh	Contra Costa Community College District	6	2	2	2	X
Kivel, Andy	Contra Costa Community College District (Alternate)	6		1	5	X