

## Library Commission 2014 Annual Report and 2015 Work Plan

Library Commission meets 4<sup>th</sup> 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: Jessica A. Hudson, County Librarian and Cathy E. Sanford, former Interim County Librarian

### 1. Activities

- Provided information and reports to Library Friends, Foundations, appointing agencies, Mayors Conferences, MACs, community library commissions and community library managers about library activities; also attended State Legislators' meetings
- Received a presentation on the Library's 2014-2017 Strategic Plan and participated in the planning process, including Town Hall meetings; received a presentation on the budget.
- Held discussions on State funding item SB 1455, the California Reading and Literacy Improvement and Public Library Construction and renovation Bond Act of 2014.
- Frequently serve as board members and officers of Library Friends, Foundations, endowments, and community library commissions; involvement 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
- Received a presentation on War Ink, Contra Costa County Library's grant funded veteran's memorial tattoo stories project.
- Participated in the Safety and Security Planning for the Library system as a whole and the Antioch Library in specific.
- Received a presentation on the move and expansion of the San Pablo Library and the San Ramon Library; provided feedback on the draft floor plans and project.
- Commissioner Smith (District IV) served as a board member for California Public Library Advocates (CPLA) and gave a report on the 2014 California Library Association meeting in Oakland CA.

### 2. Accomplishments

- Sent letters through the Board of Supervisors supporting SCA7 and SB1455.
- Commissioner Smith (District IV) spoke during State presentation about SB1455 and participated in a panel presentation put on by CPLA (California Public Library Advocates) at the 2014 California Library Association meeting entitled "Be the Change, Make the Change, Raise the Change" to promote greater awareness among participants.
- Commissioner Smith (District IV) conducted Board Effectiveness Training for another library jurisdiction in California to help increase skills and knowledge for participants.
- Commissioner Ruehlig (Antioch) attended a City Council meeting to speak about the safety and security issues at the library to help build public and political support for greater facility safety.
- Commissioner Lum (Moraga) succeeded in getting continued Town Council support for matching the Friend's donation for maintaining Sunday hours at the Moraga Library.
- Commissioners Meisch (Walnut Creek) and LaLonne (Walnut Creek-Alternate) are participating in a work group put together by the City of Walnut Creek to explore funding options for the 2016-2018 budget cycle to provide hours over 35 for both Walnut Creek Libraries.
- Commissioner Woo (El Cerrito) attended and helped promote the Rotary Club of El Cerrito's annual Cerrito Vista Sip and Savor fundraiser, which raised funds towards a new library.
- Commissioner Fuller (Martinez) completed 10 years of services on the Library Commission.
- Commissioner Atkinson (Clayton) established a closer relationship with the local paper to promote Library activities.
- 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 Brentwood City Council.
- Commissioner McNeil (San Pablo) attending a City Council meeting in support of the plans for a moved and expanded San Pablo facility. Additionally, he worked with the County Library and City as a member of the Friends of the Library to help hone the plans.
- Commissioner Panas (El Cerrito) is working with the New El Cerrito Library Committee on fundraising and advocacy for a new facility.

- Commissioners O'Rourke (Pinole) and Magann (Pinole-Alternate) attended a meeting chaired by Supervisor John Gioia's office exploring the idea of hours and facilities for the Pinole Library.
- Commissioner Bracken (Pleasant Hill) is part of the New Pleasant Hill Library Task Force, convened by the City of Pleasant Hill, which is looking into the possibility of a new library facility. Bracken is on both the full Task Force and a member of the Funding subcommittee.
- Library Commission sent a Board Order to the Board of Supervisors requesting that they adopt a resolution on privacy rights and open government

### 3. 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 2014 achieved a quorum and many alternate Commissioners attended meetings in addition to the appointed Commissioner. (*Attachment - attendance report*)

### 4. Training/Certification

- Thirty-six members viewed and reviewed recordings on the Brown Act and Conflict of Interest as required by the Board of Supervisors.
- Some Commissioners renewed CPLA (California Public Library Advocates) memberships
- Some Commissioners attended the May 1, 2014 County's Annual Training for advisory bodies

### Proposed Work Plan / Objectives for 2015:

- **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: Recommend the levels of funding necessary to provide each level of service proposed
  - Objective: Explore alternative methods of establishing stable and adequate funding
  - Objective: Continued support and participation at the branch/City level
- **Goal: Continue to promote, expand, educate, and support library services and programs for all of the communities**
  - Objective: Support City Reads programs
  - Objective: Work with Library staff on local projects - supporting library services
  - Objective: Assist in the development of policies
  - Objective: Provide community input to the County Library
  - Objective: Promote collection development in languages other than English
- **Goal: Continue supporting/assisting Friends of the Library groups.**
  - Objective: Participate as members of Friends groups for community libraries
  - Objective: Document methods by which County communities have raised funds for facilities
  - Objective: Work with Friends and Foundations to attend their Board meetings
- **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, etc
  - 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: Commissioner Smith (District IV) will continue to conduct Board Effectiveness Trainings
  - Objective: Participate in further trainings to understand what activities are allowable by law or County ordinance for the Library Commission
  - Objective: Schedule/hold regular meetings with individual Library Managers to increase communications and continue to learn about the Library
  - Objective: Develop goals and objectives that may be undertaken by the Commission as an official body that directly address the Commission's purpose and duties as stated in its bylaws

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## Attendance Report

### Library Commission Attendance: January 2014 – December 2014

Library Commission Attendance January 2014 – December 2014		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	1	5		X
Peck, Shirley Dr. (Chair)	City of Brentwood	6		6		X
Faye, Vivian	City of Brentwood (Alternate)	6		6		X
Atkinson, Joyce	City of Clayton	6		6		X
Boyd, Jeanne	City of Clayton (Alternate)	6	2		4	X
Gomez, Barbara (term ended 9/22/14)	City of Concord	4		2	2	X
Waterson, Judi	City of Concord (Alternate)	6		4	2	X
Diamond, Katie	Town of Danville	6	4	1	1	
Woo, Janice	City of El Cerrito	6		5	1	X
Panas, Tom	City of El Cerrito (Alternate)	6		6		X
Marcotte, Jo Ellen (term ended 4/14/2014)	City of Hercules	2		2		X
Ayalin, Cip	City of Hercules	6		6		X
Gabriel, Andrew (term began 5/14/2014)	City of Hercules (Alternate)	4		4		X
Hoisington, Mary Ann	City of Lafayette	6		5	1	X
Bailey, Ruth (term ended 6/30/2014)	City of Lafayette (Alternate)	2			2	
Phillips, Laurie (term began 7/14/2014)	City of Lafayette (Alternate)	2		2		X
Fuller, Kathy (Vice-chair)	City of Martinez	6		4	2	X
Kindall, Gayle	City of Martinez (Alternate)	6	2		4	
Lum, Rodger	Town of Moraga	6		6		X
Joseph, Mary	City of Oakley	6		5	1	X
Giullian, Karen	City of Oakley (Alternate)	6	2		4	
Burkhalter, Barbara (term ended 2/28/2014)	City of Orinda	1			1	X
Bonham, Ben (term ended 2/28/2014)	City of Orinda (Alternate)	1			1	X
Magann, Kathy	City of Pinole (Alternate)	6		5	1	X
O'Rourke, Charlene	City of Pinole	6		6		X
Jackson ,Gerry (term began 7/1/2014, term ended 10/20/2014))	City of Pittsburg	2		1	1	X
Herrick, Leanne (term began 7/1/2014)	City of Pittsburg (Alternate)	3		2	1	
Bracken, Katherine	City of Pleasant Hill	6		6		X
McNeil, Leonard	Vacant City of Richmond	-				
Bustamante, Sonia	City of San Pablo	6	3	2	1	
Prater, Penny	City of San Pablo (Alternate)	6	3	1	2	
Meisch, Lynn A.	City of San Ramon	6	1	3	2	X
LaLanne, Yvonne (term began 7/1/2014)	City of Walnut Creek	6		5	1	X
Woodrow, Don	City of Walnut Creek (Alternate)	3		1	2	X
Riise, Diane	District 1	6		5	1	X
O'Brien, Margaret (term ended 6/30/2014)	District 2	6		5	1	X
Vaid, Pramod	District 2 (Alternate)	3			3	X
Scott, Bryan (term began 10/21/2014)	District 3	6		4	2	X
Smith, Alan B. (term began)	District 3 (Alternate)					
	District 4	6		6		X
	District 5	1		1		
Marshburn, Peggy (term ended 6/30/13)	Vacant Office of Education (Alternate)	2	1		1	X
Ovick, Joe (term ended 6/30/2014)	Office of Education	3	3			
Sakata, Karen (term began 7/1/2014)	Office of Education	3		2	1	
Valdez , Margie (term began 6/19/2014)	Contra Costa Central Labor Council	3		3		X
Hadden, Cynthia (term ended 6/30/2014)	Vacant Contra Costa Council	-				
Birsan Edi (term ended 6/30/2014)	Friends Council	3		2	1	X
Lawler Jessica (term began 7/1/2014)	Friends Council (Alternate)	3		1	2	
Mehdizadeh, Mojdeh	Friends Council	3		2	1	X
Kivel, Andy	Contra Costa Community College District	6	1	2	3	X
	Contra Costa Community College District (Alternate)	6	2		4	X