

Library Commission 2015 Annual Report and 2016 Work Plan

Library Commission meets 4th Thursday of alternating months

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

Rodger Lum, Chair

Kathy Fuller, Vice-chair

Staff: Jessica A. Hudson, County Librarian

1. Activities and Accomplishments

- 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
- Work with Library staff on local projects - supporting library services.
 - Commissioners have met library staff to discuss library hours, special collections, parking, renovations, acquisitions, and programming. Many Commissioners work with their local libraries as members of their friends group: they advocate for their libraries, organize book sales, and acknowledge the work of library staff. Commissioners also help get the word out about library programs and services.
- Participate in Library Commission meetings.
 - Commissioners participated by attending the meetings, voting on motions, hearing presentations, asking questions, discussing issues, and sharing library-related news with other commissioners.
- Provide community input to the County Library.
 - Commissioners helped to inform County Library staff by reporting and asking questions during Commission meetings. Commissioners have sought input from the community and in general, relayed this input at the branch level.
- Continue to advocate with elected officials for financial support of libraries.
 - The Commission has advocated for financial support through letter-writing campaigns. Often drafted by Commissioner Alan B. Smith, issues have included increased library funding at the state level, preservation of funding for the Institute of Museum and Library Services (IMLS), and gratitude to the Governor for his support of libraries. Commissioners met with local, elected officials to discuss funding for new or improved facilities, hours, programming, and services. Drafted letters are sent through the Board of Supervisors for approval.
- Commissioner Smith (District IV) conducted Board Effectiveness Training for another library jurisdiction in California to help increase skills and knowledge for participants.
- Continued advocacy including Commissioner Smith (District IV) meeting with legislators and/or staff during their swearing in day.
- Worked with County staff to add IMLS funding as an ongoing legislative platform for the Board of Supervisors.
- Received a variety of reports from County staff which prompted discussion on broad topics such as new building projects, upcoming programs, grant projects, and recruitment and retention at the Department level.

2. 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 2015 achieved a quorum and many alternate Commissioners attended meetings in addition to the appointed Commissioner. (*Attachment - attendance report*)

3. Training/Certification

- Thirty-nine 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

Proposed Work Plan / Objectives for 2016:

- **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
 - Objective: Advise the Board of Supervisors and County Librarian, and recommend appropriate action, including establishment of a countywide foundation, regarding the feasibility of increased private fundraising on a countywide level to meet unfunded service needs in support of the mission, goals and objectives of the Contra Costa Public Library
 - Objective: Assess the need for additional funding to achieve the Contra Costa County Library's mission and strategic goals.
 - Objective: Identify methods to increase philanthropic support of the mission and goals of the Contra Costa County Library.

- **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
 - Objective: Increase use of County libraries by community members who have not typically underutilized these resources (e.g., low-income, culturally and ethnically-diverse community members)

- **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
 - Objective: Advise the Board of Supervisors and County Librarian on progress toward implementation of the 2014-2017 strategic plan, and of emerging needs for additional library services, and recommend additional funding, if required, to fulfill the strategic plan goals and objectives and meet emerging needs

Library Commission 2015 Annual Report and 2016 Work Plan

Attendance Report

Library Commission Attendance: January 2015 – December 2015

Library Commission Attendance January 2015 – December 2015

COMMISSIONERS	REPRESENTING	Meetings	Absent	Total Present	Total Excused	signed BROWN ACT & Ethics Orientation video viewing certification
						Received
Ruehlig, Walter	City of Antioch	6		4	2	X
Faye, Vivian	City of Brentwood	6		6		X
Atkinson, Joyce	City of Clayton	6		5	1	X
Boyd, Jeanne	City of Clayton (Alternate)	6	2		4	X
Waterson, Judi	City of Concord	6		3	3	X
Taherian, Suzy	Town of Danville	6		3	3	X
Woo, Janice	City of El Cerrito	6		6		X
Panas, Tom	City of El Cerrito (Alternate)	6		4	2	X
Ayalin, Cip (term ended 3/26/15)	City of Hercules	2		2		X
Gabriel, Andrew	City of Hercules (Alternate)	6	1	3	2	X
Miller, Brian	City of Hercules	3		1	2	
Hoisington, Mary Ann	City of Lafayette	6		6		X
Phillips, Laurie	City of Lafayette (Alternate)	6	1	3	2	X
Fuller, Kathy (Vice-chair)	City of Martinez	6		3	3	X
Kindall, Gayle	City of Martinez (Alternate)	6	6			
Lum, Rodger	Town of Moraga	6		6		X
Wernet, Patty	Town of Moraga (Alternate)	2		1	1	X
Joseph, Mary (term ended 6/30/15)	City of Oakley	3	1	2		X
Giullian, Karen (term ended 6/30/15)	City of Oakley (Alternate)	3	3			
Fitzpatrick, Arnold	City of Oakley	3		2	1	X
Kelly, Juan	City of Orinda	4		4		X
Czerner, CZ	City of Orinda (Alternate)	4		3	1	X
Magann, Kathy	City of Pinole (Alternate)	6		5	1	X
O'Rourke, Charlene	City of Pinole	6		5	1	X
Canciamilla, Laura	City of Pittsburg	2		1	1	X
Herrick, Leanne	City of Pittsburg (Alternate)	6		5	1	
Bracken, Katherine	City of Pleasant Hill	6		4	2	X
Vacant	City of Richmond	-				
Bustamante, Sonia (term ended 6/30/15)	City of San Pablo (Alternate)	3	3			
Prater, Penny (term ended 6/30/15)	City of San Ramon ity of San Ramon	3 3	3			X
Gilcrest, Kathy	City of San Ramon	3		2	1	X
Meisch, Lynn A.	City of Walnut Creek	6	1	5		X
LaLanne, Yvonne	City of Walnut Creek (Alternate)	6	1	5		X
Woodrow, Don	District 1	6	2	3	1	X
Riise, Diane	District 2	6	2	4		X
Miner, Julia	District 2 (Alternate)	6		5	1	X
Vaid, Pramod	District 3	6		5	1	X
Scott, Bryan	District 3 (Alternate)	6		5	1	X
Smith, Alan B.	District 4	6		6		X
Wilson, Peter	District 4 (Alternate)	4		2	2	X
Kennedy, Lisa	District 5	6		5	1	X
Lester, Tobias	District 5 (Alternate)	4		3		X
Sakata, Karen	Office of Education	6	3	1	2	
Valdez, Margie	Contra Costa Central Labor Council	6		6		X
Vacant	Contra Costa Council	-				
Lawler Jessica (term ended 9/24/15)	Friends Council	5		3	2	X
Mehdizadeh, Mojdeh (term ended 1/30/15)	Contra Costa Community College District	1		1		X
Kivel, Andy	Contra Costa Community College District (Alternate)	6	6			X
Sison, Ruth	Contra Costa Community College District	5		2	3	X