




MEETING OF THE LIBRARY COMMISSION
A G E N D A

DATE: Thursday, March 21, 2019
TIME: **7:00 p.m. LIBRARY COMMISSION MEETING**
LOCATION: **CONCORD LIBRARY MEETING ROOM**
2900 Salvio Street, Concord, CA 94519

- Electronic agenda packet viewing is available at: <http://guides.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 48 hours before the meeting, at (925) 608-7700.

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, March 20, 2019 if you will NOT be at the meeting**. A quorum must be established before a meeting can be held. A record is maintained of Commissioner's attendance.

- 1. 7:00 p.m. (5 mins.)** **CALL THE MEETING TO ORDER / ROLL CALL**
The Library Commission Chair will call the meeting to order. Commissioners will introduce themselves for the record.
- 2. 7:05 p.m. (5 mins.)** **WELCOME & INTRODUCTIONS**
Visitors will have an opportunity to introduce themselves; self-introductions are voluntary.
- 3. 7:10 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 fill out a speaker card. Public comment on agenda items can also be e-mailed to the Library Commission at ccclibcommission@ccclib.org to be received one day prior to the Library Commission meeting.

PRESENTATION

- 4. 7:15 p.m. Discussion (15 mins.)** **CCC LIBRARY SPECIAL COLLECTIONS– *Agenda Attachment 1***
Deputy County Librarian Gail McPartland will present a written report regarding the dispensation of the special collections currently held at the Pleasant Hill Library.
- 5. 7:30 p.m. (20 mins.)** **ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS**
Commissioners or library staff may report on any Work Plan activities and make announcements regarding the Library Commission and Library or Friends group activities of interest to other Library Commission members.

NEW BUSINESS

6. **7:50 p.m. ACTION (20 mins.)** **STRATEGIC PLAN DRAFT / Second Reading – Agenda Attachment 2**
Deputy County Librarian Gail McPartland will present the draft and analysis of the updated Strategic Plan which the Commission **will vote to adopt.**

CONTINUED BUSINESS

7. **8:10 p.m. ACTION (35 mins.)** **WORKING COMMITTEE REPORTS - Agenda Attachments 3 and 4**
A. Commissioner A. Smith will report on the activities of the Legislative Working Committee. **(20 minutes)**
B. Commissioner Wilson will report on the activities of the Work Plan & Annual Report Working Committee. Commissioners will report on their activities that support the 2019 Work Plan **(15 minutes)**

OTHER BUSINESS

8. **8:45 p.m. ACTION (5 mins.)** **ACCEPTANCE OF MINUTES - Agenda Attachments 5 and 6**
Commissioners will approve or amend the minutes for the meetings of November 15, 2018 and January 17, 2019.
9. **8:50 p.m. INFORMATION (5 mins.)** **COUNTY LIBRARIAN REPORT - Agenda Attachment 7**
County Librarian Melinda Cervantes submits a written report on items of interest to Commissioners.
10. **8:55 p.m. ACTION (5 mins.)** **AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS**
Commissioners will suggest items for future meetings.
11. **9:00 p.m. ACTION** **ADJOURNMENT TO THE May 16, 2019 LIBRARY COMMISSION MEETING, to be held at the Concord Library, 1900 Salvio Street, Concord 94519.**

ITEMS TO CALENDAR

1. The July 18, 2019 Commission meeting will be held at the Brentwood Library.
2. **“TENTATIVE”** The annual Library Forum event will be held at the San Ramon Library on October 26, 2019 from 8:30 am until 1pm.