



AGENDA

CONTRA COSTA COUNTY Library Commission

Thursday, July 18, 2024

6:00 PM

1025 Escobar St., Room 110,
Martinez, CA

2512 Crocker Way
Antioch, CA

2229 Ptarmigan Dr. #1
Walnut Creek, CA

Zoom Link:

<https://us06web.zoom.us/j/82292423390?pwd=aZedToxVRfTEy9sVk6dvBLEuLkeaea.1>

Call in: 1-669-900-9128 Meeting I.D. 86901798 1949

- 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) 608-7722. 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, July 17, 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 (5 mins.)

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

2. WELCOME & INTRODUCTIONS (5 mins.)

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

3. PUBLIC COMMENT (5 mins.)

Speakers from the audience may address the Library Commission on any relevant issue that is not scheduled for the agenda. Public comments can be made on agenda items when the item is discussed. Public comment is limited to three (3) minutes per speaker and speakers may email your comments/questions to nina.braithwaite@library.cccounty.us prior to the meeting. Public comment on agenda items can also be e-mailed to the Library Commission at nina.braithwaite@library.cccounty.us to be received one day prior to the Library Commission meeting.

4. ACCEPTANCE OF MINUTES (5 Mins.)[TMP-4768](#)

Attachments: [Attachment 1a - 5-18-24 Library Commission Roll Call.pdf](#)
[Attachment 1b - Final 5-16-24 Library Commission Roll Call.pdf](#)

Commissioners will approve or amend the minutes from the May 16, 2024 meeting.

5. COUNTY LIBRARIAN REPORT – attachment 2 (5 Mins.)[TMP-4761](#)

Attachments: [Attachment 2 - County Librarian's Report.pdf](#)
[Attachment 2a - Collection Development Plan-2024.pdf](#)

County Librarian Alison McKee has submitted a written report on items of interest to Commissioners. Deputy County Librarian Yemila Alvarez will review it and answer questions, if any.

6. AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS (5 Mins.)

Commissioners will suggest items for future meetings.

September Presentations: Self-Service Sundays & new Collection Development Plan

7. Preparing for Public Comment - attachment 3 (10 Mins.)[TMP-4763](#)

Attachments: [Attachment 3 - Commission Outreach Worksheet.pdf](#)

Michael Fischer will discuss/demo how to use the Worksheet to prepare for making public comments.

8. SMALL GROUP DISCUSSION REGARDING PREPARING FOR PUBLIC COMMENTS (20 Mins.)

The meeting will break into groups to craft prepared public comments.

9. SHARING OUT PREPARED PUBLIC COMMENTS (15 Mins.)

Each Group will share out their 3-minute public comments.

10. WORKING COMMITTEE REPORTS (15 Mins.)

A. Commissioner Dozier will report to the Commission on legislative matters. (5 mins.)

B. Commissioner Rosekind will update the commissioners on the Library Foundation of Contra Costa. (5 mins.)

C. Commissioners Hamill & Hildreth will report to the Commission on Advocacy Ad Hoc business. (5 mins.)

11. CORRESPONDENCE (5 mins.)

Commissioners will review commission correspondence.

12. COMMISSIONER ANNOUNCEMENTS (20 mins.)

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

ADJOURNMENT to the September 19, 2024, Library Commission Meeting**ITEMS TO CALENDAR**

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