




**MEETING OF THE LIBRARY COMMISSION**  
**A G E N D A**

DATE: Thursday, January 16, 2020  
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, January 15, 2020 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](mailto:ccclibcommission@ccclib.org) to be received one day prior to the Library Commission meeting.
- 4. 7:15 p.m.**  
**Discussion**  
**(20 mins.)**      **ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS**  
Commissioners or library staff may make announcements regarding the Library Commission and Library or Friends group activities of interest to other Library Commission members, including items that fulfill any part of the 2019 Work Plan.

**PRESENTATIONS**

- 5. 7:35 p.m.**  
**Information**  
**(20 mins.)**      **CENSUS 2020 -**  
Deputy County Librarian Nancy Kreiser will highlight the library's involvement in the 2020 elections in Contra Costa County.

**CONTINUED BUSINESS**

6. 7:55 p.m. **WORKING COMMITTEE REPORTS –**  
**ACTION**  
(20 mins.)
- A. Commissioner A. Smith and Chair McCormick will present on the topic of the “Tell A Story” plan outlined by Alan at the previous meeting. **(15 minutes)**
  - B. Commissioner Wilson will kickoff the process of collecting information for the 2020 Annual Report and 2021 Work Plan. **(5 minutes)**

**OTHER BUSINESS**

7. 8:35 p.m. **COMMISSION COMMUNITY OUTREACH –**  
**ACTION**  
(10 mins.)  
County Librarian Melinda Cervantes will discuss/present additional strategies for community outreach
8. 8:45 p.m. **NEW LIBRARY WEBSITE UPDATE -**  
**DISCUSS**  
(10 mins.)  
Deputy County Librarian Alison McKee will present an update on the rollout of the new Library website
9. 8:55 p.m. **COUNTY LIBRARIAN REPORT -**  
**ACTION**  
(5 mins.)  
County Librarian Melinda Cervantes will report on items of interest to Commissioners.
10. 8:57 p.m. **AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS**  
Information  
Commissioners will suggest items for future meetings.
11. 9:00 p.m. **ADJOURNMENT to the March 19, 2020 LIBRARY COMMISSION MEETING.**

**ITEMS TO CALENDAR**

1. Library Commission Meeting / March 19, Concord Library
2. Library Commission Meeting / May 21, Concord Library
3. Library Commission Meeting / July 15 (*Wednesday*), El Sobrante Library
4. Library Commission Meeting / September 17, Concord Library
5. 2020 Library Friends, Foundations and Commission Forum / Lafayette Library & Learning Center / September 26, 2020
6. Library Commission Meeting / November 19, Concord Library