

MEETING OF THE LIBRARY COMMISSION
Minutes

DATE: Wednesday, July 15, 2020

1. CALL THE MEETING TO ORDER / ROLL CALL

Chair Don McCormick called the meeting to order at 7:00 p.m.

LASTNAME	FIRSTNAME	TITLE	REPRESENTING	PRESENT	ABSENT	EXCUSED
	Vacant	Library Commissioner	CCC District 1			
	Vacant	Library Commissioner	City of Pleasant Hill (Alt)			
	Vacant	Library Commissioner	Central Labor Council			
	Vacant	Library Commissioner	Town of Moraga			
Bracken	Katherine	Library Commissioner	City of Pleasant Hill	X		
Chong	Adriana	Library Commissioner	Town of Danville	x		
Chong	William	Library Commissioner	District II	x		
DaoJensen	Dr. Thuy	Library Commissioner	City of Brentwood	x		
Dozier	Julia	Library Commissioner	City of Martinez		x	
Faye	Vivian	Library Commissioner	City of Brentwood (Alternate)	x		
Ferree	Jacalyn	Library Commissioner	City of Clayton	x		
Fitzpatrick	Arnold	Library Commissioner	City of Oakley (Alternate)	x		
Fischer	Michael	Library Commissioner	City of El Cerrito	x		
Gilcrest	Kathy	Library Commissioner	City of San Ramon	x		
Harlan-Ogbeidi	Dr. Charlene	Library Commissioner	City of San Pablo (Alternate)			x
Hoisington	Mary Ann	Library Commissioner	City of Lafayette	x		
Huh	Dr. John M.	Library Commissioner	City of Antioch	x		
Kelly	Juan	Library Commissioner	City of Orinda	x		
Knoll	Carolyn	Library Commissioner	District II (Alternate)	x		
Koops	J. Barry	Library Commissioner	City of El Cerrito (Alternate)	x		
LaLanne	Yvonne	Library Commissioner	City of Walnut Creek	x		
LeFrak-Bellici	Zelda	Library Commissioner	City of Pittsburg		x	
Ma	Shudong	Library Commissioner	City of San Ramon (Alt)	x		
Mackey	Lynn	Library Commissioner	Office of Education	x		
Maher	Janette	Library Commissioner	Town of Moraga (Alternate)		x	
McCormick	Don	Library Commissioner	CCC District 3	x		
Medrano	Antonio	Library Commissioner	City of San Pablo	x		
Merchant	Kathy	Library Commissioner	City of Orinda (Alternate)	x		
Molinelli	Jasun	Library Commissioner	City of Walnut Creek (Alt)		x	
Pena-Mendrek	Yolanda	Library Commissioner	City or Oakley	x		
Pursley	George	Library Commissioner	City of Pinole	x		
Robison	Rich	Library Commissioner	CCCCD		x	
Smith	Alan B.	Library Commissioner	CCC District 4			x
Smith	Tommy	Library Commissioner	City of Concord		x	
Ward-Jackson	Dr. Evangelia	Library Commissioner	City of Hercules		x	
Wilson	Peter	Library Commissioner	CCC District 5	x		

Total Commission positions: 24
 Commission positions filled: 21
 Commission positions vacant: 3
 Commission quorum: 13

With seventeen commissioners present, a quorum was established.

2. INTRODUCTIONS

The Chair requested everyone introduce themselves and explained to any members of the public that this was not required. No visiting audience members came forward.

3. PUBLIC COMMENT

No members of the public came forward to comment and no calls were received during the meeting nor emails received beforehand. Attachment #1 was a letter from a patron to the Commission asking for more information to be included about library reopenings on the website and in other Board of Supervisor communications. Walter will draft a response for approval by Chair McCormick and send it to the patron.

4. ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS

Commissioner Hoisington: The Lafayette Friends have continued their monthly meetings virtually, and even though their bookstore is still closed, they are selling items on Amazon and are able to generate income that way. The library also had their large annual fundraiser, "A Night At The Library" via virtual means. Two weeks prior to that event there were items to be bid on online and the night of the event there was an online auction as well. The goal to raise \$150,000 fell short, however they did bring in over \$100,000, so given the current environment it was still pretty successful.

Vice-Chair Fischer: During the past few weeks, the El Cerrito Library community managed to brush back an effort to reduce the open hours of their library to the county base of 35 per week. This involved working with the city council and the library community to eventually arrive at a 5 – 0 vote by the city council to maintain the current hours. Michael then praised library staff providing library usage statistics., especially those related to virtual logins and online library resources. These were key to making the winning argument to maintain the hours..

Commissioner Medrano: The City of San Pablo, after coming up with the money for Sunday open hours, got used to the library being open. Now with Sundays being closed they are examining ways to once again reopen on Sundays. Antonio is also in contact often with Supervisor Gioia's office to identify candidates for the open District 1 seat(s) on the Commission.

Commissioner Fitzpatrick: The Oakley Friends continue to be active. They had a t-shirt sale recently that netted \$1800 in sales and donations combined. A plan to attend a city council meeting wearing the shirts was unfortunately scuttled due to the pandemic.

Commissioner Kelly: For anyone wishing to upgrade their take-out options, Casa Orinda will be opening for take-out tomorrow evening.

Deputy County Librarian Alison McKee: Alison shared that the library is once again offering Lynda.com as a service. The service was extremely popular and the new subscription was activated on Monday. Linked-In (parent company of Lynda.com) dropped the previous requirement that users needed to have a Linked-In account to use the service so quite a few libraries are starting (or restarting) their subscriptions.

5. COVID-19 AND PREPARING TO REOPEN LIBRARIES -

Deputy County Librarian Nancy Kreiser began her presentation by informing the commission that the library has now been open for Front Door Service for one month. She then provided some statistics from this first month under this new service model. Circulation for the month topped 108,000 and over 9,500 appointments have been made plus a steady stream of walk-ups. Prior to reopening a task team was established. They met two times a week to discuss what we could potentially offer to the public and to examine what other libraries were doing. The CCC Library Pandemic Preparedness Plan was approved by the Board of Supervisors served as the high-level document for planning purposes and guided the group's decisions regarding how to safely provide access to the collection for both patrons and employees. Beginning in June, employees were allowed back into the buildings, quarantining items that had been returned for three days before handling and reshelving. The closure of the Pleasant Hill library provided an opportunity to pilot of the new service model. Staff were able to clear their holds shelf and work with the public for the first time in months. On June 15th

twenty-three libraries were able to open more broadly and allow access to the collection once again. Patrons seem to prefer morning appointments for their pickups. The catalogue was turned back on for new, resulting in some branches having lists of items to retrieve from shelves that were 30-plus pages long.

Looking forward it seems as though this model of service will be with us for the foreseeable future. Around the Bay Area it appears front door/curbside service will be the model for those libraries that can open. San Francisco Public Library just announced they would be opening for some level of this service shortly. Alameda County is deciding what levels to offer, as is Sacramento. Rather than alternate between different types of service, we will be staying with this model for the time being. We are looking into how we may be able to expand using this front door model. Already we are offering curated bags of books for patrons who would like something new to read. They can borrow a children's bag with story/picture books. We will be expanding this service similar to the Berkeley Public Library where a form may be filled out in person or online describing the type of books you like and staff will curate some selections. This should be rolled out soon.

The most difficult part of this reopening process was being able to purchase enough sanitizing and disinfecting supplies; Disinfectant wipes, hand sanitizer, gloves, etc. have been difficult to procure. The Library has identified a new supplier so it seems we may have turned the corner on this. The County has industrial hygienists to advise departments on modifications like social distancing, plexiglass shields and personal protective equipment (PPE). Nancy was able to attend several library assessment sessions and reported on how much work would be involved once the decision to let patrons back into the buildings has been made. It will be doable but will involve quite a bit of work to do so safely. The Industrial Hygienists' reports of county owned library facilities are due any time and should detail recommendations necessary in order to open to the public.

Commissioner Kelly asked Nancy to compare the front door service circ numbers to pre-pandemic numbers. She replied that normal circulation annually is about 5 to 6 million, so a half million items a month would be about normal. 100,000 items, then, would be about 20% of normal. This is only the first month of this being offered, though, so numbers will likely climb as the word gets around. This type of service is very labor intensive compared to our self-service model, Patrons also used to be able to take their items to a self-check machine, scan and leave. Now, employees, who are still putting books back on the shelves along with their other responsibilities, are involved in every step of each transaction.

Vice-Chair Fischer asked about the possibility of having the industrial hygienists come to the city-owned libraries once they've finished with the county-owned buildings. Nancy explained that that is what she has in mind but wants to see what the reports that come back from the first inspections have to say. County Librarian Cervantes added that each site visited by the IH is a direct cost to the library and we may be able to glean enough information from the reports of the seven libraries that have already been assessed.

Commissioner W. Chong was surprised when he went to the Danville Library to pick up some items that had been on hold via the front door service. The surprise was the plastic bags preprinted with "Contra Costa County Library" on them. He asked if this was a reasonable expense to incur given the current economic environment or if it was done as a one-off because of the new service model. Nancy responded that the bag he'd received was branded for the former Library A-Go-Go service and had been sitting in storage. These were discovered during the process of vacating the Pleasant Hill Library and it was decided the bags could be used for front door service. No additional expense was necessary as the bags were already there and available. The library is now ordering plain bags for when these run out and there will be a cost for them but they will not have printed messages or logos on them.

Melinda then took a moment to thank Nancy for her leadership of the reopening team in preparing the libraries to reopen once again. It has been a monumental effort and Nancy assembled an excellent team to do the work. There is more to do as front door service evolves over time but at least we are open for business.

6. **CYBER-SECURITY UPDATE -**

Deputy County Librarian Alison McKee began by reminding everyone that the Covid-19 pandemic is the 2nd crisis of the year for the library. On January 3, 2020, the library experienced a network cyber-attack. The services of 3rd party experts were requested to help us recover from the event, as was assistance from the local, state and federal law enforcement, the California Office of Emergency Services and of course the County's Department of Information Technology (DoIT). There is an ongoing investigation of the Library's network cyber-attack..

Next, Alison provided a list of what has been restored as well as what additional security measures have been put in place. A majority of work and files have been restored by the use of back-up files and a more robust back-up system has been put in place. One unfortunate casualty of the attack was emails. All staff emails were wiped out during the cyber-attack. While we were in the process of restoring them, the original virus surged again. This complicated the restoration process so, with very few exceptions, most emails were lost and not able to be restored. One silver lining in all of this is that all library employees are now up and running on Office 365. This has had many benefits during the environment we are now in. We are able to work remotely, participate in virtual meetings, share files and more because O365 is a cloud-based system. In the unlikely event the network is attacked again, restoration efforts would go much faster. We are now also using multi-factor authentication which will make it much more difficult for someone to hack into our emails. We also have now a dual firewall in place so that if the first one were to fail, patrons would still be able to access all of the library's services. A new system for pushing out software updates to all of the library's computers is in place and all staff computers have been upgraded to Windows 10.

Work still in progress includes segmenting our public computers from our staff computers. A third party vendor has been hired to execute this complex project; completion is projected for Fall 2020. This work should be completed before the public can use library computers.

Commissioner Kelly asked what the library might have done differently in the past nine months or so given the chance to do things over and Alison quickly responded with "Multi-Factor Authentication." Commissioner Gilcrest inquired about the source of the attack and also where the rest of the county stood as far as being susceptible to attacks of this nature. Melinda added that since this cyber-attack is part of an ongoing investigation by law enforcement, staff cannot comment - . Alison was able to share that recently a number of governmental agencies have experienced cyber-attacks. She also shared that the leadership of the DoIT group is very proactive in terms of making sure the entire county learns from the library network restoration and recovery in order to get out in front of the next attack. It isn't a matter of "if" there will be another attack, but "when."

Other unfinished business includes upgrading the public computers to Windows 10, swapping out some older servers for new ones and finishing up some security work.

Commissioner Faye relayed that she has been on a number of virtual meeting platforms and appreciates the effort to get the commission back up and running. Commissioner LaLanne asked if she was supposed to have been asked for a password once she clicked on the link to access the meeting. Alison deferred to Walter (who had arranged the meeting), who replied that since this was a public meeting it was set up to be accessible by everyone.

Alison wrapped up by thanking the library IT staff for their herculean efforts to make things right. The different groups that were brought in from the outside to help all had nothing but praise for the Automation team here and their dedication and work ethic.

7. CLOSING THE PLEASANT HILL LIBRARY / OPENING THE NEW TEMPORARY LIBRARY –

Deputy County Librarian Gail McPartland began by offering to update the commissioners on the status of several collections that used to be housed at the Pleasant Hill Library and then an update on the new Pleasant Hill Library from Alison.

The work to get a new library built in Pleasant Hill began a couple of years ago. Recently, there have been several very large projects going on at the same time in order to make this happen smoothly. The commission has been updated several times about where some of the special collections housed there should go. We worked with County Counsel and the Contra Costa County Historical Society to work out an agreement. That agreement was approved by the Board of Supervisors in March and in May/June, that collection was packed up on trucks and is now in place at the Historical Society's facility in Martinez. This works out nicely as the facility is temperature controlled and has fire-suppression in place as well as a number of things you need to preserve one-of-a-kind documents such as these, Project Second Chance, which has operated out of Pleasant Hill for about 35 years or so, moved in May/June to their new facility located across the street from Todos Santos Plaza in Concord. They are all set up over there and are doing virtual tutoring for program participants.

The bulk of the main collection in Pleasant Hill (around 92,000 items) was scrutinized very carefully. About 5% (mostly newer items) were selected to be sent to the temp facility and the rest were reviewed to explore every possible option as far as keeping and circulating them. 27% made their way to other libraries and continue to circulate as we speak. The Pleasant Hill Library used to be the central library of the system, and as such became the repository for items being stored for various reasons. Approximately 4% of the collection were government documents that were also archived electronically, so we still have access to them using computers. The rest of the collection was reviewed in an attempt to make the best decision for each item. Some are obsolete or terribly out of date, some are in terrible shape or smell musty. Every item in that collection was reviewed at least once and some as many as 6 or 7 times. 27% of the items were retained and sent to other branches to continue serving the public's needs.

Alison took over at this point to speak about closing the PHL and opening the temp library. June 3rd, end-of-day was the final day the PHL was open. June 1 through 3 were the last days of the library and after being closed for several months because of the pandemic, patrons were finally able to come to the library (front door service only) to pick up their items on hold. There were over 1700 items on the hold shelf and almost all of them were picked up during those three days. Patrick Remer, the manager of the Pleasant Hill branch, put up some trellises where folks could leave a short note or a photo so they could say goodbye to their library. Another offering to the public to anyone who wanted one were the butter-yellow, metal bookends that were the original bookends from when the library was opened. People could take one home, use it, decorate it, whatever came to mind as a way of remembering their library. Once the library closed on the 3rd, then it was time to move. We only had the rest of the month and a few days in July to vacate the premises. This is when the collection moved to the historical society and the rest to other branches. Other items that had been stored there were moved and now are in a trailer in the Administration parking lot. After July 6 the building passed into the hands of Public works, who are in there now doing asbestos abatement and moving the rest of everything to the dump. Melinda added that while October was supposed to be when demolition was to begin, everyone is hoping it might happen in September. There was an item on the most recent Board of Supervisor's agenda that was the sale of the property to Davidon (the developer of the housing that will be going in there). There was also a small ground-breaking ceremony with just the elected officials and Melinda.

(At this point, technical difficulties stopped Alison from sharing photos of the temp location with the commissioners. She said she would send them to Walter who could, in turn, share them with the commissioners via email).

Next, Alison mentioned the PH Friends have a new space in downtown Pleasant Hill to work from. Commissioner Bracken (also a member of their Friends) was asked to talk about the new facility. It is in downtown Pleasant Hill and should be open for business at the end of July. They are still waiting for signage out front so people can find it. It's about 4000 square feet of space in a nice building and the library was nice enough to donate some shelving and other furniture they wouldn't be using to the Friends so they are pretty

well set up. They will be selling items online for curbside pick-up as well as local delivery for those who chose not to come browse.

8.A WORKING COMMITTEE REPORTS – Legislative Working Committee

Committee Chair Commissioner A. Smith was excused this evening. Melinda mentioned she had a few legislative items in her report further on.

8.B. WORKING COMMITTEE REPORTS – Annual Report Working Committee

Vice Chair Fischer began by stating that this would cover some old ground for commissioners who've been here a while but that newer commissioners needed to hear about the annual report process. The commission is required annually to submit both an annual report, which summarizes the activities of the commission during the year, and a work plan for the following year which speaks to plans the commission might have moving forward. The annual report requires the collection of information from commissioners about what they have done during the year, vis-à-vis their libraries and/or Friends groups. This data is collected and organized according to the work plan submitted the previous year. Michael mentioned he would be working on a template that he would send to Walter so it could be sent out to all the commissioners as a means of collecting a list of activities for the year for the purpose of putting together the 2020 annual report to the BOS. His hope is that everyone can turn it around within a couple of weeks, giving him time to summarize it and bring it to the next commission meeting for review and editing if necessary. Michael finished up by saying that no item is too small to mention. If in doubt, put it down. Some selective editing can be employed to whittle the report down to size if needed.

9. BUDGET UPDATE –

County Librarian Cervantes began her update by informing the commissioners that the budget contained in the packet was submitted earlier in the year and recently adopted as action was necessary. On August 4th there will be additional hearings before the BOS to discuss revisions to the budget as submitted. Revenue streams have been impacted by the Covid-19 pandemic. The Library's recommended budget was initially \$36.3 million. The usual process would have the fund balances being examined in August to determine how much additional resources could be spent on beefing up the collection, specifically this year the virtual subscriptions. There have been some significant events this year that have an impact on the budget. Early in 2020 we had the cyber-attack which Alison spoke about in depth early in tonight's meeting. Melinda was surprised no one had asked the cost of these recovery efforts which will most likely exceed \$1 million. Some of this was the upgrading of everyone to Windows 10 and Office 365, some was necessitated by servers that were unavailable to use. Also included are the various security measures that had to be put in place. As a result the library is probably the most secure department in the county. We still have network redesign work to do to separate the public and business functions.

The cities in the county have been experiencing financial difficulties as well. In any given year we might have one or two cities that need to adjust their schedules. In the past few years it has been mostly adding hours, however this year has been very different. We are dealing with eighteen cities plus the supervisors regarding the county-owned libraries and many are voicing the need to reduce hours at their libraries, which has resulted in two rounds of layoffs. In April there was a discussion with the city managers and an agreement was reached that they would pay for the first three weeks of extra hours which got us through the early part of 2020. The county then agreed to pick up the extra hours after that as we continued to pay employees. This resulted in about a \$731,000 expense that had not been budgeted for. Actually, it WAS budgeted for but the lack of revenue was not there to offset the costs. Then we also had the reductions in staff which will offset some of this but not in the fiscal year that just ended in June. The silver lining in all of this seems to be that property values are holding in the county, from which a dedicated allocation from property tax revenues accounts for most of the library's annual budget. This, combined with a healthy fund balance, has allowed us to survive this first half of 2020. Moving forward, though, we will be in a "wait and see" environment.

Everything is dependent upon what happens next. We know the state is making some cuts and there will be increased costs for services like Link+ because the Governor's budget includes a 50% reduction in the CSLA Act which funds the Pacific Library Partnership which is our system in the Bay Area where we do cooperative purchasing and sharing in expenses, and if they are losing 50% of their revenue the only way to make up that difference is for the PLP members to contribute funds. Link+ is the inter-library lending system in the Bay Area that many of you use and are familiar with and the system requires a membership fee and a service delivery charge, so we expect costs to increase.

All in all, the library was probably in the best position it could have been to weather both the increased costs and the decreased revenues that have been experienced so far in 2020. There are several cities that we anticipate will wish to further reduce hours due to decreased revenues which could in turn lead to a third round of layoffs. A word about layoffs: It is the technical term for the whole process of removing employees from positions which have been eliminated. It's a very engaging process, involving the employees, labor representation and the County Administrator's office. The first round of layoffs began when cities began cutting extra hours. At the time we had approximately 30 vacant positions, 20 or so of those that were fillable because of the classifications of the employees whose jobs were eliminated so we had a lot of soft landings. We worked through most of those adjustments prior to the July first beginning of the new fiscal year. Next to that there were a number of vacant positions across the county and the county's Technical Employment Team will work with any employee that wishes to remain an employee of the county. Through the efforts of many people we have a lot of folks who have accepted positions with the library or elsewhere in the county. This week ten more positions were eliminated, affecting nine employees and we only have a couple of vacant positions at this time so there will be a few more people impacted, although there are still some vacant positions in the county. Unfortunately, these positions will not be with the library and some may not be at the same salary level although the county is working hard to match people with positions. This is the only good thing about being the first to be laid off is you get first crack at the different open positions. Other departments are experiencing similar circumstances. The department of children's services just laid off sixteen employees.

Melinda finished by expressing how painful the process is and that she had also been subject to layoffs early in her career. The library employees are the heart and soul of the system and the good news is that laid off employees have first right to their jobs if they are reinstated, so it is possible many of them could return to the library.

Melinda went on to say that budget hearings will begin on August 4th. There will be ten departments presenting and this is the first time Melinda will participate. This will inform the supervisors what is to come and help them to make decisions about the county budget. Melinda listened again to the CAO presentation to the BOS about the budget process and the CAO anticipates returning to the Board multiple times during the fall with additional impacts to the county budget as they become known. The county will apply for CARES Act reimbursement funding from the federal and state governments. Every department, including the library, is tracking their expenditures. The Library also anticipates reimbursement for library employees working as disaster service workers and facilities used by the State for testing. There are staff members working at the county's Emergency Operations Center (EOC), working with the Health Services department, working as contact tracers, printing face masks and working at the Get Tested call center. Through all this our efforts have been focused on providing the service we can with the resources we have. It is important that we open libraries to the degree we can do so safely. The public pays for it, the cities expect it so we are doing our best. Of all the library systems in California, CCC Library opened the most libraries of any library system in the state, including those in Los Angeles and San Francisco. San Francisco Public Library is just now opening a handful of libraries because their 500+ employees are deployed throughout the city as disaster service workers. I am proud of our staff and believe the library will be more resilient when the pandemic is behind us.

Commissioner Kelly inquired if there had been any insurance claw-back related to the cyber-security incident? Melinda responded that the county does carry a cyber-attack insurance policy. The library along with the IT department have been providing information about loss and recovery costs and the risk management department will file the claim on behalf of the county.

Commissioner Faye asked if there was anything that can be done to support the communities as they struggle with children at home needing help with home schooling efforts? Melinda responded that the library had been in contact with Lynn Mackey, Library Commissioner and County Superintendent of Schools to discuss what the Library can offer to students, such as Brainfuse (online tutoring grades 3-14) and online databases and video storytimes. Following the cyber-attack wi-fi was turned off for security reasons, but within a month it was turned back on so students and others could access the Internet. The library will soon be able to lend wi-fi "hotspots." She also mentioned that the schools were likely doing the same, in addition to purchasing software and all manner of equipment they would need to be able to educate the children in this environment. She asked Commissioner Mendrek if she had any insight along these lines. Commissioner Mendrek replied that the school districts have purchased wi-fi hotspots since so many of the students were unable to access the Internet from home. Schools also purchased laptops for students that do not have a computer in their homes. Right now, the school districts are trying to determine what they will need to purchase if schools do not reopen when the school year begins. The problem is not only the Internet: Many students don't have a quiet place to do their schoolwork and don't have any help at home as their parents aren't able to use the computers due to a lack of experience. Yes, this is the 20th century but the number of kids that report to their teachers that they could not figure out how to do something and no one in their home was able to help them is staggering. A lot of upgrading (and therefore expenses) will need to happen if homeschooling is expected to go on for a while.

10. ACCEPTANCE OF MINUTES –

Commissioner Kelly made a motion to accept the minutes of both the November 2019 and January 2020 meetings as submitted in the packet. Commissioner W. Chong seconded the motion. The vote to accept was unanimous.

11. COUNTY LIBRARIAN REPORT -

Melinda began by stating that much of what she planned to cover at this point in the meeting was included in her written report that is part of this meeting's packet. She did mention that the BOS adopted the Pandemic Preparedness Plan that she submitted for their approval in May prior to reopening. First, we were in a completely virtual environment, now libraries are open for front door service. This plan gives us the ability to determine the appropriate level of service based upon the prevailing conditions.

On the Macmillan e-book embargo, you may recall that we were unable to purchase e-books from Macmillan with the exception of one copy for the entire system after which the library was embargoed for 8 weeks before we could purchase multiple copies at a significantly higher cost. On March 17th the CEO of Macmillan announced that this was not something he wanted to take any further, that it was the wrong time given the pandemic and was not a fight he cared to pursue so Macmillan has reverted back to their previous model that everyone was accustomed to using.

On the financial front, Melinda pointed out the over \$400,000 in grant funds awarded and also gave a special shout out to the various Friends and Foundation organizations that have stepped up to fund collections and programming.

12. AGENDA SETTING FOR NEXT MEETING AND FUTURE TOPICS –

No suggestions were offered. Chair McCormick offered that if anyone thought of a topic in the next few weeks, they could forward it to Walter and he would bring it up at the next agenda setting meeting.

13. ADJOURNMENT TO THE September 17, 2020 LIBRARY COMMISSION MEETING AT TBD.

The meeting was adjourned at 9:00 p.m.

Submitted by Walter Beveridge
Executive Secretary, Contra Costa County Library

