

CITY OF RICHMOND
LIBRARY COMMISSION MINUTES
REGULAR MEETING
MAIN LIBRARY'S SECOND FLOOR CONFERENCE ROOM
325 CIVIC CENTER PLAZA, RICHMOND, CA
January 14, 2013
6:30 P.M.

1) **Call to Order**

The meeting was called to order at 6:35 p.m.

2) **Roll Call**

The commissioners in attendance were Chairperson Weems and Commissioners Shoop, DeVictor and Mosqueda. Commissioner Mtambuzi arrived later. Katy Curl, Library and Cultural Services Director was also in attendance.

3) **Approval of Order of Agenda**

Commissioner Weems requested that the West Contra Costa County Unified School District update discussion be added to the agenda as item number 8.b.iv. Commissioner DeVictor moved to accept the motion of the additional item 8.b.iv. of the January 14th agenda; seconded by Commissioner Shoop. This item was approved by all commissioners in attendance: Weems, Shoop, DeVictor and Mosqueda.

4) **Consent Calendar**

Approval of September 17, 2012 Meeting Minutes

Chairperson DeVictor requested corrections to the September 17, 2012 minutes, item number 6.a., under the heading **Action Calendar**, subheading **Contra Costa Local Agency Formation Commission's (LAFCO) MSR and SOI Update, Library Services, July 2012 Report** as follows:

Commissioner DeVictor provided background of the item presented. Commissioner DeVictor attended LAFCO's meeting as a citizen. She immediately advised the Library Director of the outdated content of their materials, and then updated the Library Commission at the meeting that the data that was presented by LAFCO during their July 11th meeting regarding the City of Richmond was out of date.

Chairperson DeVictor also noted another correction to the minutes, item number 6.b., under the heading **Action Calendar**, subheading **Revisit discussion of how to keep the meetings on track and to one hour**, to be corrected as follows:

This item will be brought back to the agenda so all commissioners have an opportunity to discuss the topic.

Commissioner Shoop moved to approve the minutes of September 17, 2012, with the referenced corrections, and was seconded by Chairperson Weems. This item was approved by all commissioners in attendance: Weems, Shoop, DeVictor and Mosqueda.

5) **Public Comment**

There were no public comments made at this meeting.

6) **Presentations**

Sherry Drobner, Literacy Program Manager, Literacy for Every Adult Program (LEAP) presented LEAP's program to the commission.

7) **Action Calendar**

- a. Revisit discussion of how to keep the meeting on track and to one hour (Mtambuzi): Commissioner Mtambuzi questioned if it were ever "on the books" for the Library Commission meetings to be scheduled for one hour. Mtambuzi also questioned if there could be more structure around the timing of each agenda item.

Commissioner DeVictor reiterated the importance of receiving the packets no less than 72 hours in advance in order to review the items completely before the scheduled meeting. Commissioner DeVictor also requested that communication from administration be sent via blind copy to the recipients so that all responses are only received by the sender. The Library Director confirmed that time frames will be added back on the agendas.

- b. Richmond Library/Contra Costa Juvenile Court System and Juvenile Detention Program, "A Call For Action and Responsibility" (DeVictor): Commissioner DeVictor pointed out that in the January 14th packet, reference was made to staff weeding the Bookmobile Children's books and sending them to recycling. DeVictor questioned why books were recycled vs. donating to the juvenile detention centers as she had previously suggested. The Library Director advised that most of the referenced books that were weeded were books that were high-use paperbacks and due to their poor condition, those are not books/items we would typically donate. Generally, old outdated (old science books for example) and damaged items are weeded. As part of the weeding process, staff also considers if The Friends of the Richmond Public Library would want to sell these items, donate to Better World Books, and/or gift them to non-profits. The Library Director advised that staff was unaware of Commissioner DeVictor's suggestion because she wanted to contact the directors of the juvenile courts to find out what their

book donation criteria is first. Commissioner DeVictor will provide information of criteria and donation contact for staff follow-up.

8) **Reports for Information**

- a. Library Reports: There were neither questions nor comments for the informational items provided.
- b. Reports from Supporting Organizations: Regarding the West Contra Costa School District Report, Chairperson Weems reported that the overseer in Sacramento has been paid off early, and now that there is extra money available, it is back to bargaining for the teachers' contracts. He advised that negotiations have already started but expects it will be a long road ahead.

9) **Director's Comments/Announcements**

Discussion continued regarding the LAFCO draft report. The Library Director advised the commission that LAFCO's next scheduled meeting will be on the second Wednesday of the month, February 13, 2013 at 1:30 p.m. at 651 Pine Street in Martinez.

10) **Commission Member Information Item**

Commissioner DeVictor advised that there is no Commission on Aging in Contra Costa County. In terms of senior services, she suggested the commissioners keep an eye out for helpful information regarding senior services.

Commissioner DeVictor also suggested the development of some type of information sharing from our Library Commission to other library commissions. The Library Director confirmed that our agendas and minutes will be provided on the City of Richmond's web site.

Commissioner Shoop suggested the commissioners log on to Google and type in "Ethiopian Children Tablets" to read how a US aid organization has handed children in the remote Ethiopian village of Wenchi tablet computers in an experiment aimed at enabling them to teach themselves. They are now speaking their first words of English -- without ever having encountered a teacher.

11) **Agenda Building**

Commissioner DeVictor suggested that we reagendaize the LAFCO report as a discussion item because she received the packet in too little time for review for this meeting. Commissioner DeVictor stressed the importance of the commissioners' complete and thorough review of the previously provided report.

12) **Date and Time of the Next Meeting**

February 11, 2013 at 6:30 p.m. (*rescheduled from February 18, 2013 due to Presidents' Day holiday*)

13) **Adjournment**

The meeting was adjourned at 7:35 p.m.

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