

BALIS Administrative Council Meeting
Contra Costa County Library Administration
777 Arnold Drive
Martinez, CA 94553
Friday, January 5, 2018
10:00 a.m.

AGENDA

- | | | | |
|--------------|---|-----------|--------------|
| I. | Call to Order and Introductions | Chadwick | |
| II. | Adoption of Agenda (Action Item) | Chadwick | |
| III. | Old Business | | |
| | A. Approval of the October 6, 2017 Minutes (Action Item) | Chadwick | Attachment 1 |
| | B. BALIS Priorities for Use of Reserves (Action Item) | Chadwick | |
| IV. | New Business | | |
| | A. Recruitment Strategies and Conversation with
Sandy Hirsh, Director, San Jose State School of Information | Frost | |
| | B. CENIC Update | Cervantes | |
| | C. PLP Regional Networking Event for Library Groups | Frost | |
| | D. 2018 Meeting Schedule | Frost | Attachment 2 |
| V. | Reports | | |
| | A. Report of System Chair | Chadwick | |
| | B. Report of System Administration | Frost | |
| VI. | Public Comment - (Individuals are allowed three minutes, groups in attendance, five minutes. It is system policy to refer matters raised in this forum to staff for further investigation or action if appropriate. The Brown Act prohibits the Administrative Council from discussing or acting on any matter not agendized pursuant to state law). | | |
| VII. | Agenda Building for Next Meeting: Friday, April 6, 10 a.m., Pleasanton Library | | |
| VIII. | Announcements | | |
| IX. | Adjournment | | |

Directions to Contra Costa County Library Administration

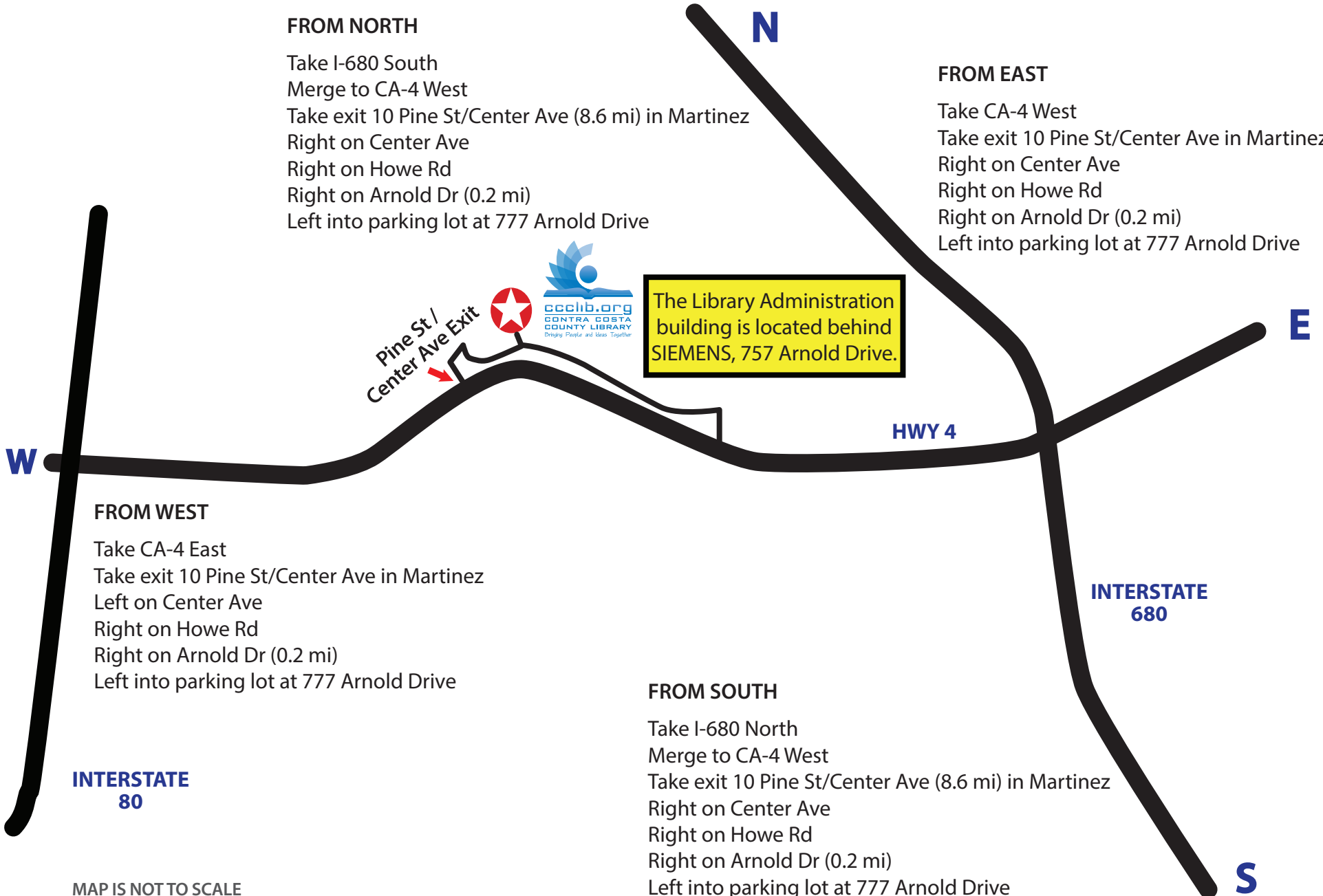
777 Arnold Drive, Martinez 94553

FROM NORTH

Take I-680 South
Merge to CA-4 West
Take exit 10 Pine St/Center Ave (8.6 mi) in Martinez
Right on Center Ave
Right on Howe Rd
Right on Arnold Dr (0.2 mi)
Left into parking lot at 777 Arnold Drive

FROM EAST

Take CA-4 West
Take exit 10 Pine St/Center Ave in Martinez
Right on Center Ave
Right on Howe Rd
Right on Arnold Dr (0.2 mi)
Left into parking lot at 777 Arnold Drive



The Library Administration building is located behind SIEMENS, 757 Arnold Drive.

FROM WEST

Take CA-4 East
Take exit 10 Pine St/Center Ave in Martinez
Left on Center Ave
Right on Howe Rd
Right on Arnold Dr (0.2 mi)
Left into parking lot at 777 Arnold Drive

FROM SOUTH

Take I-680 North
Merge to CA-4 West
Take exit 10 Pine St/Center Ave (8.6 mi) in Martinez
Right on Center Ave
Right on Howe Rd
Right on Arnold Dr (0.2 mi)
Left into parking lot at 777 Arnold Drive

INTERSTATE 80

INTERSTATE 680

MAP IS NOT TO SCALE

BALIS Administrative Council Meeting

**Berkeley Public Library
West Branch
1125 University Avenue
Berkeley, CA 94702**

Friday, October 6, 2017

10:00 a.m.

MINUTES

Attendees:

Council

Gerry Garzon, Chair, Oakland Public
Melinda Cervantes, Contra Costa County
Cindy Chadwick, Alameda County
Jane Chisaki, Alameda Free
Katy Curl, Richmond Public
Elliot Warren, Berkeley Public
Michael Lambert, San Francisco Public
Heidi Murphy, Pleasanton Public

Staff

Terry Jackson, PLP/BALIS

- I. **Call to Order:** Cindy Chadwick called the meeting to order at 10:20 a.m.
- II. **Adoption of Agenda:** The Agenda was approved as distributed. (M/S Lambert/Chisaki)
- III. **Approval of the Minutes:** The Minutes of July 7, 2017 were approved as distributed. (M/S Garzon/Lambert)
- IV. **Old Business**
 - A. **BALIS Priorities for Use of Reserves:** Terry Jackson referenced the survey results (Attachment 2). It was clear that there was no consensus as to how best to proceed, so it was agreed to revisit this at future meetings until there was an identified and compelling initiative that was of great value and benefit to the BALIS libraries. Directors were concerned as to how best to support *Discover & Go*. Melinda Cervantes advised the Council that she was looking towards a statewide solution and that she would come to the Council should there be an appropriate need for their consideration.

In a general discussion of issues facing member libraries, most libraries represented expressed concern over the recruitment process, especially for librarians and the need to improve both the quality and quantity of applicants. Directors shared that their

libraries are employing a number of strategies such as hiring candidates in the last six months of a degree program, broadening training opportunities, making concerted efforts to growing talent in-house, and using the classification “Librarian Trainee.” The group discussed various ways that PLP could assist, including a PLP recruitment effort at conferences, tuition reimbursement opportunities, working with library schools to establish a PLP liaison/partnership relationship with these programs, and offering a program on current best practices for interviewing to ensure that the process is reflecting the qualities and skills needed for the job in order to select the right candidate. Terry thought PLP could be of assistance in this regard and will discuss this with Carol Frost.

V. New Business

- A. Election of FY2017/18 BALIS Chair and Vice-Chair:** With the departure of the current Chair, Heidi Dolamore, from Berkeley Public Library, the current Vice-Chair, Cindy Chadwick, agreed to serve as Chair and Melinda Cervantes as Vice-Chair for 2017-18. The Council voted unanimously to elect them. (M/S Garzon/Curl)

VI. Reports

- A. Report of System Chair:** Cindy updated the group on activities at Alameda County Library and talked about her dissertation on power and public libraries and that she will be presenting on this at CLA.
- B. Report of System Administration:** Terry reported on the two major initiatives that PLP is currently undertaking: the state-wide Student Success Initiative and the News Literacy Project. Jane Chisaki went to the kick-off meeting entitled the News Literacy Forum and said it was interesting and a successful event. PLP will convene a News Literacy Working Group comprised of PLP staff, who will develop a News Literacy Resource Toolkit to be distributed to PLP libraries. Gerry Garzon shared PLP’s position on the issue of contiguous borders for systems and the proposed change that will be presented to the CLSB at their October 17th meeting. Both Carol Frost and Gerry will be there to represent PLP.

VII. Public Comment: None.

VIII. Agenda Building and Date for Next Meeting: The next meeting will be held on Friday, January 5, 2018. A schedule for 2018 will be established and meeting invitations will be sent out. Items to be included on the next meeting’s agenda include:

- Discussion of Use of Fund Balance
- CENIC Update from Melinda Cervantes
- Follow-up on recruitment strategies and PLP

IX. Adjournment: The meeting adjourned at 11:56 a.m.

2018 BALIS Administrative Council Meeting Schedule

For 2018, staff would like to propose the following schedule for the BALIS Administrative Council meetings. If there are not sufficient agenda items, the meeting will be cancelled. Meetings are held on the first quarterly Fridays of the month at 10 a.m. unless otherwise noted.

Friday, January 5, 2018

Contra Costa County Library Administration
777 Arnold Drive
Martinez, CA 94553

Friday, April 6, 2018

Pleasanton Library
157 Main Street,
Pleasanton, CA

Friday, July 6, 2018

Alameda County Library
Administration Building
2450 Stevenson Blvd., Fremont, CA 94538

October 5, 2018

Location TBD