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**COMMUNITY & LIBRARY SERVICES COMMISSION**

**I. SPECIAL MEETING - 6:30 P.M. - CALL TO ORDER – ROLL CALL**

None

**II. WORKSHOP**

None

**III. REGULAR MEETING 7:00 P.M. - CALL TO ORDER – ROLL CALL**

Called to order at 7:01 p.m.

Commissioners Ward-Jackson, Chen, Campbell-Miller and Nguyen were present.

Staff Christopher Roke, Parks & Recreation Director, and Lynne Noone, Library Manager were present.

**IV. PLEDGE OF ALLEGIANCE**

**V. INTRODUCTIONS/PRESENTATIONS**

None

**VI. AGENDA ADDITIONS/DELETIONS**

None

**VII. PUBLIC COMMUNICATION**

None

**VIII. DIRECTOR REPORT**

1. Parks and Recreation Monthly Reports (November)
2. Library Manager Monthly Report (November)

**IX. CONSENT CALENDAR**

Minutes: November 13, 2017 Meeting

**MOTION:** Commissioner Campbell-Miller moved to approve the consent calendar. Commissioner Nguyen seconded the motion. Motion passed 4-0.

**X. DISCUSSION AND/OR ACTION ITEMS**

1. Recommendation for County Library Commission seat

Contra Costa County sent a Letter in June asking for an alternate to serve on the County Library Commission. The letter stated Brian Campbell-Miller was the current appointee

through June 2019. However, upon further review, neither the County nor the City could find supporting information in their records that Brian was officially appointed to the seat. Thus action needs to be taken tonight.

**MOTION:** Commissioner Chen moved to recommend to the City of Hercules Council officially appoint Brian Campbell-Miller to serve as Hercules representative on the County Library Commission. Commissioner Nguyen seconded the motion. Motion passed 4-0.

2. 2018 Commission Calendar: November conflict / possible date change options

November 2018 presents a challenge with Veteran's day being observed on Monday, November 12, thus the City will be closed on the regularly scheduled Commission meeting day. Options presented included Wednesday, November 7, Thursday, November 8 or Thursday, November 15.

**MOTION:** Commissioner Campbell-Miller recommended moving the November meeting to Wednesday, November 7. Commissioner Chen seconded the motion. Motion passed 4-0.

3. Nonprofit Renewals broken up in to 3 voting blocks. The first group included...

- a. Boy Scouts Troop 76, Chinese Association of Hercules, Chamber of Commerce, Community Gardens Club, Hercules Education Foundation, Hercules Historical Society, Hercules Lions Club, Hercules Senior Citizens Club, Hercules Sister City Association, Rotary Club of Hercules and West Contra Costa Youth Soccer Leagues (WCCYSL).

**MOTION:** Commissioner Campbell-Miller moved to approve the renewal of the all of the above named Nonprofit groups for the 2018 calendar year. Commissioner Chen seconded the motion. Motion passed 4-0.

- b. The second group of nonprofits included...  
Friends of Hercules Library and the Hercules Library Foundation
  - Commissioner Campbell-Miller recused himself for the vote.

**MOTION:** Commissioner Chen moved to approve the renewal of the Friends of Hercules Library and the Hercules Library Foundation for the 2018 calendar year. Commissioner Nguyen seconded the motion. Motion passed 3-0, with 1 recusal.

- a. The third group of nonprofits included...  
Friends of Hercules Senior Center
  - Commissioner Chen recused himself for the vote.

**MOTION:** Commissioner Nguyen moved to approve the renewal of the Friends of Hercules Senior Center. Commissioner Campbell-Miller seconded the motion. Motion passed 3-0, with 1 recusal.

## **XI. COMMISSION REPORTS AND ANNOUNCEMENTS**

Staff announced Holiday closures the weeks of December 18 and 25. In addition, a short recap of the Tree Lighting event held Sunday, 12/3 and the Breakfast with Santa event held Saturday, 12/9...as well as a plug for the up-coming T.Y.C. Winter Wonderland event on Saturday, 12/16.

**XII. FUTURE AGENDA ITEMS**

1. Potential swearing in of new commissioner
2. Potential seating of the new commissioner
3. Vote on Chair/Vice Chair for the Commission for the 2018 year.
4. Potential revisit of alternate for the County Library Commission for Hercules.

**XIII. ADJOURNMENT**

7:40 p.m.