AGENDA
Library Commission Advocacy Committee Meeting
Monday, September 14, 2020 @ 4:00 PM
Protocol: Held Via Teleconference (Computer or Telephone)

Sonoma County Library Public Meeting Protocol in Response to Coronavirus COVID-19

Pursuant to California Governor Newsom’s Executive Order N-29-20 issued on March 17, 2020, and all applicable COVID 19 Shelter in Place Orders issued by the Sonoma County Health Officer, this Committee Meeting of the Library Commission shall be held via teleconference; no physical location of the meeting will be open to the public. The following protocols apply to the conduct of this meeting.

All members of the public who wish to observe and participate in this Committee Meeting can do so using the audio-computer conferencing link: https://zoom.us/j/93080348010 or by teleconference by dialing 1-669-900-6833 and following the prompts (meeting ID # 93080348010). You will be prompted when it is time for public comment, at which time those who are interested in making a public comment will be given the opportunity. Please be advised that space is limited, and is available on a first-come, first-serve basis.

In addition, members of the public are also provided with the opportunity to submit public comments in writing via email prior to the start of the Committee Meeting, which will be read into the record during the Committee Meeting. Such email comments must identify the Agenda Item Number in the subject line of the email, be limited to 250 words or less, and be sent at least 20 minutes prior to the start of the meeting to the following email address: commissioncomments@sonomalibrary.org

1. CALL TO ORDER
   A roll call of all Commissioners attending the meeting will be taken.

2. ANNOUNCEMENTS
   Pursuant to California Government Code section 54953, all votes during this teleconferenced meeting shall be taken by roll call.
3. PUBLIC APPEARANCES

Members of the public who wish to address the Commission regarding matters not on the agenda should request recognition at this time, pursuant to the above-described protocols. See also, guidelines for public appearances in the General Information section, below.

4. ACTION ITEMS BY MOTION

5. DISCUSSION

5.1. Staff Reports

5.2. Chair Reports
   5.2.A. General
   5.2.B State and National Advocacy/Legislative update

5.3. Advocacy Committee Roles & Responsibilities
   Committee Report- 14 Sep 2020 - Pdf

5.4. SCL Advocacy
   5.4.A. The Advocacy Committee Roles and Responsibilities review (see handout above)
   5.4.B Virtual Legislative Visits
   5.4.C. Community Organizations
   5.4.D. Calendar
   5.4.E. Ambassadors
   5.4.F.Library Foundation candidates
   5.4.G Takeaways from Commission Overview Workshop

5.5. Community Protests
   5.5.A Black Lives Matter-further action review
   5.5.B. Police and Libraries

   Follow-up to previous action to send a supporting letter.

5.7. Election of officers for 2020-21

6. DATE AND TIME OF NEXT MEETING

Meeting: Advocacy Committee Meeting
Date: Monday, October 19, 2020
Time: 4:00 p.m.
Location: via Zoom videoconference

7. **ADJOURNMENT**

By acclamation.

**GENERAL INFORMATION**

**AGENDA SUPPORT MATERIALS:** Agenda support materials are available on the Library's website at: [https://sonomalibrary.org/](https://sonomalibrary.org/)

**DISABLED ACCOMMODATION:** If you have a disability which requires an accommodation or an alternative format, please contact the Library at [jklickman@sonomalibrary.org](mailto:jklickman@sonomalibrary.org) as soon as possible to make arrangements for accommodation. For further information regarding disability accommodations provided by the Library and related matters, see the Library’s website at [https://sonomalibrary.org/accessibility](https://sonomalibrary.org/accessibility).

**GUIDELINES FOR PUBLIC APPEARANCES:**

Members of the public are welcome to address the Commission via a public appearance on an agenda item at the time it is called and prior to its conclusion. Please await the Chair’s invitation for public comment if you wish to appear on an agenda item.

Members of the public wishing to address the Commission on items not on the agenda may do so only during the Public Appearances portion of the meeting agenda. The Commission does not take action on matters raised during Public Appearances, though you may request a response from the Commission to be provided at a later time.

Members of the public may speak at Commission meetings only after receiving recognition by the Chair. Public comments are limited to three minutes apiece, though such limit may be extended at the discretion of the Library Commission.

**Meeting information can also be accessed via the internet at [https://www.sonomalibrary.org](https://www.sonomalibrary.org)**
Subject: Advocacy Committee Roles & Responsibilities
Type: Information
Meeting: Advocacy Committee - 14 Sep 2020
Department: Commissioners
Submitted By: Paul Heavenridge

ATTACHMENTS:
R&R advocacy committee 021419
COMPOSITION:
The Advocacy Committee is a subcommittee of the Sonoma County Library Commission. The committee is composed of no more than five commissioners, the Library Director and the Community Relations Manager, and the Public Services Division Managers. A non-commissioner may be recommended by the committee, approved by the commission, and appointed as a member of the Advocacy Committee by the Chair of the Commission.

ROLE:
The role of the Advocacy Committee is to collaborate with staff:

1. To build collaborative relationships with community members, sister agencies, government officials, local businesses, corporations, and nonprofits to further raise awareness and increase the visibility of library services;
2. To work in collaboration with the Library Director, library staff, and others as appropriate to develop strategic directions for long-term and short-term advocacy that supports the library;
3. To raise awareness of the library’s value to the community, including exploring ways to integrate into the community, emphasizing the library as a bridge of exchange;
4. To encourage strong, collaborative relationships between library staff and patrons, Library Advisory Boards (LABs), Friends of the Library organizations, and the Library Foundation, that further the mission of the library;
5. To study and discuss advocacy issues and advocacy-related policies as they pertain to the library;
6. To develop and recommend advocacy guidelines for commissioners;
7. To explore, initiate and/or advocate for state, local and federal legislative issues that pertain to libraries;
8. To make recommendations to the commission that pertain to the above.
MEETINGS:
The Advocacy Committee meets monthly, on the second Monday of each month, unless changed to coordinate with a modification in the commission schedule or due to holidays or other circumstances. Agendas are posted 72 hours prior to a meeting per the Brown Act. Meetings are open to the public. The committee meets in library headquarters in a designated conference room, 6135 State Farm Drive, Rohnert Park, CA or as otherwise indicated on the posted agenda.

GOVERNANCE:
The Advocacy Committee selects a chair and a vice chair annually at its December meeting.

The committee chair is responsible for:
1. Preparing agendas for Advocacy Committee meetings:
   a. Conferring with the appropriate personnel, i.e., the vice chair, the Library Director, the Community Relations Manager, the Public Services Managers, commission members, and the commission chair, regarding agenda items;
   b. Sending agendas to the designated administrator for posting in compliance with the Brown Act (72 hours in advance of the meetings);
   c. The designated administrator is also responsible for scheduling the meeting room, sending agendas to committee members
2. Conducting the Advocacy Committee meetings
3. Preparing and delivering a monthly report to the Library Commission
4. Conferring with and/or supporting the vice chair and committee members as needed.

The committee vice chair is responsible for all functions of the committee chair in his/her absence.

APPOINTMENT/RESIGNATION/REMOVAL:
Advocacy Committee members are appointed by the Chair of the Commission annually at the September meeting.

Committee members may resign at their discretion and with notification given to the Chair of the Advocacy Committee and the Chair of the Commission.

Committee members may be removed by the Chair of the Commission, in consultation with the Chair of the Advocacy Committee.