

Minutes of the
SOLANO COUNTY LIBRARY ADVISORY COUNCIL
Monday, July 18, 2016

1. **CALL TO ORDER:** The meeting was called to order by Chair Overholt at 6:30 p.m.
2. **ROLL CALL AND ESTABLISHMENT OF QUORUM:**

Members Present: Diane Barney, Bruce DuClair, Gloria Felder, Neil Hall, Ron Heinrich, Teena Miller, Kurt Overholt, Dotty Schenk,

Members Absent: Lynne Vaughan

Others Present: Bonnie Katz, Director of Library Services, Mark Fink, Deputy Director of Library Services, Johnny Parker, Supervising Librarian, Tamie Tvrdik, Clerical Supervisor
3. **INTRODUCTIONS:** All members introduced themselves including a guest, Matthew Atkins from the Vallejo Times Herald.
4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF May 16, 2016:** Mr. Heinrich moved to approve the minutes of the May 16, 2016 meeting; seconded by Ms. Barney. Motion carried. So ordered by 8-0.
5. **APPROVAL OF AGENDA.** Mr. DuClair moved to approve the July 18, 2016 agenda; Ms. Schenk seconded. Motion carried. So ordered by 8-0 vote.
6. **PUBLIC COMMENT:** None.
7. **CORRESPONDENCE:** None.
8. **DIRECTOR'S REPORT:** Ms. Katz announced that the Library is still in recruitment mode. Current recruitments are: 2.5 Library Assistants, 1.0 Library Branch Manager.

Ms. Katz distributed the adult half page collateral for the summer reading challenge. She explained that this year's summer reading is for the whole family and the goal is to get 100,000 books read. As of this report, there were 7,000 people signed up so far.

She added that the Stay and Play Center in Cordelia has been very well received; the children love it.

Ms. Katz reported that a consultant has been hired to help the Library look at an Automatic Materials Handling System as was discussed at the May meeting. Right now the consultant and our Deputy Director for Support Services are visiting other libraries that already have this type of equipment. The Library is also planning to update the Facilities Master Plan which was last done

in 2001. We need to upgrade the way our services are being provided and how our space is being used in order to meet the needs of our communities.

9. OLD BUSINESS:

Budget Update – The Council will receive a budget update.

In June 2106, the Board of Supervisors passed the county budget including the Library's. In fiscal year 16/17, the Library will be adding 1.5 positions which will add back the Library Branch Manager that was eliminated several years ago and add a .5 library aide at the Vacaville Cultural Center library. Also included in the budget are monies for the automated materials handling system. The Library still has a structural deficit which means that our ongoing revenues are less than our ongoing expenses.

As of July 1st, the library migrated from SNAP and is now SPLASH – (Solano Partner Libraries and St. Helena). The contract is in place with the Library's automation vendor and staff are working on the CARL.Connect which will allow staff to take a tablet or laptop into the community and do library card registrations, access our collection, etc.

10. NEW BUSINESS:

Strategic Plan Discussion – Mark Fink, Deputy Director of Library Services, will lead a discussion about the Solano County Library's Strategic Plan.

Mr. Fink discussed the strategic plan process. The Library has hired a consulting firm called Civic Technologies. They are a firm based out of southern CA that has completed strategic planning projects all over the country. Key elements of this process are to make sure our Library is providing the services, resources and programs that are consistent and in-line with what the community needs and wants. It is not driven by the Library; it is driven by community input. Once those needs are identified, the consultant and staff will be working on how to design library services that respond to those specific needs. The Library has a leadership team, with staff representing every division in the Library, which will be working with the consultant through several workshops. The consultant will also conduct town hall meetings, stakeholder interviews with prominent citizens throughout the county, and focus groups. The Advisory Council members will be asked to participate in parts of this process. The final plan should roll out in January or February.


12. ANNOUNCEMENTS/MEMBER REPORTS:

- a. Ms. Schenk announced that on September 20th, the Town Square Library is having their 5th celebration of their Writers Group. Author Geoff Dyer will be the main speaker.
- b. Ms. Schenk gave a shout out to David Greene. He was extremely helpful to her with a project she was doing.
- c. Ms. Schenk shared that the Sacramento Library on I Street has a super Xerox expresso machine that cranks out an entire 200-page book in five minutes.

- d. Ms. Miller announced that she will be a keynote speaker for the Vallejo Relay for Life on August 6th.
- e. Ms. Miller announced that she is the 2016 CA Hero of Hope for the American Cancer Society. So far she has spoken in ten different cities.

13. DATE OF NEXT MEETING: September 19, 2016, which will be preceded by the annual meeting of the Measure L committee.

14. ADJOURNMENT: The meeting adjourned at 7:20 p.m.



BONNIE A. KATZ
Director of Library Services