

Minutes of the  
**SOLANO COUNTY LIBRARY ADVISORY COUNCIL**  
**Monday, September 18, 2017**

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, Kathryn Clark Silveira, Bruce DuClair, Gloria Felder, Neil Hall, Ron Heinrich, Teena Miller, Kurt Overholt, Dotty Schenk

**Members Absent:** None.

**Others Present:** Bonnie Katz, Director of Library Services, Cherelyn Ellington Hunt, Literacy Program Manager, Tamie Tvrdik, Clerical Supervisor

3. **INTRODUCTIONS:** Cherelyn Ellington Hunt, Literacy Program Manager introduced herself.

4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF July 17, 2017:** Mr. Heinrich moved to approve the minutes of the July 17, 2017 meeting; seconded by Ms. Barney. Motion carried. So ordered by 9-0 vote.

5. **APPROVAL OF AGENDA.** Ms. Barney moved to approve the agenda for September 18, 2017; Ms. Miller seconded. Motion carried. So ordered by 9-0 vote.

6. **PUBLIC COMMENT:** None.

7. **CORRESPONDENCE:** None.

8. **DIRECTOR'S REPORT:** In addition to Ms. Katz' report, she informed the Council that Technical Services has been inundated with materials from Link+ ; this has proven to be a popular service. There has also been a lot of interest in the Library's Tattoo Readers' Advisory and Ms. Katz invited the Council to look at the website for the stories posted as well as participate if they would like to. Ms. Katz reported the progress on the Automated Materials Handling (AMH) project and informed the Commission that the Library is in contract negotiations with the two firms that have been awarded the contract. Bibliotheca will be doing the RFID part which involves tagging the materials and supplying the equipment. Lyngsoe will provide the hardware equipment to get the materials to move around. The Library is projecting that AMH will be up and running by the end of the fiscal year.

Ms. Katz reported that through the Library's Veterans Connect and Employment Fair programs at the Vacaville Public Library – Town Square (VTS), a new partnership was formed between Lowes and VTS. VTS is the recipient of the 2017 Hero Grant from Lowes which was awarded to

renovate the underutilized computer center into a vibrant teen space. Lowes will provide \$2,500 of materials and free labor. In addition, the library won a Maximizing Learning Spaces grant from the State Library for \$5,000 for furnishings and a planning consultant. This project should be completed by October 2018.

Ms. Katz announced that the Strategic Plan documents are now available on the website: solanolibrary.com.

Ms. Katz stated that Teena Miller, representing District 2 and Bruce DuClair, representing the Vacaville Library Commission have been termed out on the Solano County Library Advisory Council. Ms. Miller was appointed on 10/6/2009 and Mr. DuClair on 5/10/2010. Ms. Katz and the Council members thanked them for their years served. In addition, the Library has given some names to the City of Vallejo in hopes of having an appointee on the Council to represent the City of Vallejo.

## **9. OLD BUSINESS:**

Budget Update – The Council will receive a budget update.

Ms. Katz stated that the Library rolled over a pretty hefty fund balance from FY16-17 into FY17-18. She added that this fiscal year, the Library will be spending one-time monies for the Automated Materials Handling project and the HVAC system for the Fairfield Civic Center Library. In addition, the contract with SEIU 1021, that covers most Library employees, expires on September 29<sup>th</sup> and, while negotiations are ongoing, Ms. Katz predicts there will be a COLA with a possible increase in benefits for employees. Once that contract is settled, the Library will be doing a 5-year budget projection. Future projects also include a Request for Proposal (RFP) for the Library's Facility Master Plan update which may involve new signage, service delivery, marketing and redoing our website. Sales tax is flat and the property tax is increasing.

## **10. NEW BUSINESS:**

Solano County Library Literacy Program – Cherelyn Hunt, Literacy Program Manager, will update the Council on the SCL Literacy Program

Ms. Hunt informed the Council of activities and ongoing plans of the SCL Literacy program. She reported the Literacy program had 317 students this year and more than 18,776 volunteer hours. Ms. Katz reminded the Council that all funds from the annual Author's Luncheon support the literacy program.

## **11. ANNOUNCEMENTS/MEMBER REPORTS:**

- a. Solano County Library Foundation's annual Author's Luncheon is November 5, 2017
- b. Ms. Schenk reported she received a letter from Johnny Parker, Supervising Librarian from VTS regarding National Friends of the Library week October 15 -21.
- c. Ms. Clark Silveira shared that she participated in the Vallejo Benicia Relay for Life and she reported that Teena Miller received the Sharon Miller inspiration award.

12. **DATE OF NEXT MEETING:** The next Solano County Advisory Council meeting will be on Monday, November 20, 2017.
13. **ADJOURNMENT:** The meeting adjourned at 7:45p.m.



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**BONNIE A. KATZ**  
Director of Library Services