

Minutes of the  
**SOLANO COUNTY LIBRARY ADVISORY COUNCIL**  
**Monday, May 20, 2019**

1. **CALL TO ORDER:** The meeting was called to order by Chair Barney at 6:30 p.m.
2. **ROLL CALL AND ESTABLISHMENT OF QUORUM:**  
  
**Members Present:** Diane Barney, Kathryn Clark Silveira, Stephanie Cobb, Neil Hall, Ron Heinrich, Maria Hernandez, Kurt Overholt, Cassandra Patton, Dotty Schenk  
  
**Members Absent:** Gloria Felder  
  
**Others Present:** Bonnie Katz, Director of Library Services, Jessica Jupitus, Deputy Director, Tamie Tvrdik, clerical
3. **INTRODUCTIONS:** Jessica Jupitus, Deputy Director of Public Service, introduced herself.
4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF March 18, 2019:**  
Ms. Barney moved to approve the minutes of the March 18, 2019 meeting; seconded by Mr. Overholt. Motion carried. So ordered by 9-0 vote.
5. **APPROVAL OF AGENDA.** Ms. Clark Silveira moved to approve the agenda for May 20, 2019; Mr. Heinrich 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's written report, she added that there was a successful recruitment for supervising librarian for the Cordelia Library. There are still 15 vacancies for departmental aides throughout the libraries and interviews will take place this week. Also there are vacancies for Library Associate and Library Assistant.

Ms. Katz distributed the Summer Reading Challenge 2019 booklets. This booklet covers all events at all branches for summer reading for children, tweens, teens, adults and families.

Ms. Katz added that the conceptual drawings for the Automated Materials Handling (AMH) for the JFK branch are almost completed.

The Library has just received three Request for Proposals (RFP) for the Facility Master Plan which we hope to have a decision by the end of July.

In response to Ms. Schenk's inquiry about the summer lunch program, Ms. Jupitus informed the Council they will be at FCC, JFK, RIO and VTS.

**9. OLD BUSINESS:**

Budget update – The Council will hear a budget update.

Ms. Katz reported that there are no changes from what the Advisory Council discussed in March. The budget will be presented to the Board of Supervisors in June for approval. She added that the union will go into negotiations in the fall and that there may be a COLA. She reminded the Council that the Library is non-general fund department and since the Library covers their own expenses the Board does not ask a lot of questions during budget hearings.

**10. NEW BUSINESS:**

Public Service Update – Jessica Jupitus, Deputy Director, will present an update on plans and programs that are happening in Public Service

Ms. Jupitus informed the Council of the many projects that she has been working on since she started at the end of October. Please see her attached report. (Attachment A)

She also showed a 5-minute literacy video that was played at the 25-year literacy celebration.

**11. ANNOUNCEMENTS/MEMBER REPORTS:**

- a. Mr. Heinrich announced that he attended the National Volunteer Week celebration and that the library had 423 volunteers with 38,000 volunteer hours.
- b. Ms. Schenk announced that VTS is having another writers boot-camp in October. In addition to the writing classes she is also involved in the water color programs and needle felting programs at VTS.
- c. Ms. Hernandez announced that she also attended the celebration for National Volunteer Week. She inquired about business cards because she promotes the library .
- d. Ms. Clark Silveira announced that her last session of Mindful Movement at JFK was completed and she will be doing two sessions in Rio Vista over the summer.
- e. Ms. Clark Silveira is a literacy tutor and her student has successfully completed the program and is starting a business.
- f. Ms. Barney announced that she is getting inducted as the Chair of the Vacaville Chamber of Commerce at the end of June.

**12. DATE OF NEXT MEETING:** The next Solano County Advisory Council meeting will be Monday, July 15, 2019 at 6:30 pm.

**13. ADJOURNMENT:** The meeting adjourned at 7:17 p.m.

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