

Vacaville Public Library-Cultural Center
1020 Ulatis Drive
Vacaville, CA 95687

Library Commission Meeting
November 14, 2016
Meeting Room

CALL TO ORDER

President Beatryce Clark called the meeting to order at 6:30 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

Members present:

Beatryce Clark
Bruce DuClair
Carol Sue Robison

Members absent:

Janet Matthews

Others present:

Bonnie Katz, Director of Library Services
Malissa Knapp, Library Branch Manager
Johnny Parker, Supervising Librarian
Nancy Redfield, Supervising Librarian
Tamie Tvrdik, Clerical Operations Supervisor

INTRODUCTIONS

None.

APPROVAL OF MINUTES

The minutes of September 12, 2016 were unanimously approved on motion of Mr. DuClair and seconded by Ms. Robison. So ordered by 3-0 vote.

APPROVAL OF AGENDA

Mr. DuClair moved to add an emergency action item under New Business; Ms. Robison seconded. Motion unanimously approved. So ordered by 3-0 vote.

Mr. DuClair moved that the emergency action item would be to recommend to the Board, at their December 8th meeting, the approval of a new Commission member. Ms. Robison seconded. Motion unanimously approved. So ordered by 3-0 vote.

On motion of Mr. DuClair, seconded by Ms. Robison, the Commission unanimously approved the amended agenda of the Vacaville Library Commission. So ordered by 3-0 vote.

COMMENTS FROM THE FLOOR

Items on the agenda

None.

Items not on the agenda

CORRESPONDENCE

None.

LIBRARIANS' REPORTS

The librarians' reports were submitted in writing.

Ms. Katz announced that all of the information has been gathered for the new strategic plan and staff are working on the direction that the Library is going to take. She added that the community has responded very well and she thanked the Commission for their input. She anticipates the new plan will be in place sometime in January/February.

Ms. Katz reported that a new branch manager has been hired for the Vallejo libraries so Malissa Knapp will be in Vacaville full-time as the branch manager for the Vacaville libraries.

Ms. Knapp reported that there is an ad for the vacancy on the Vacaville Library Commission in the Vacaville Reporter, Daily Republic and an announcement at the City. The deadline to submit is November 28th.

Ms. Katz distributed new bookmarks describing the Library's new hoopla service which enables Library customers to download free movies music and more with your library card.

OLD BUSINESS

- a. Maintenance of the Vacaville Libraries – the Commission will discuss the MOU from the City regarding maintenance of the Vacaville libraries and may make a recommendation to the Board. **ACTION.**

Ms. Katz has been working with the City of Vacaville for the maintenance of the Vacaville libraries. She distributed a negotiated agreement describing the maintenance that the city will and will not do and the cost. This agreement will be in effect starting January 1, 2017 – June 30, 2021. Mr. DuClair moved to recommend to the Board to approve the maintenance agreement; Ms. Robison seconded. So ordered by 3-0 vote.

- b. Expansion of the Cultural Center Library – the Commission will discuss the expansion of the Cultural Center Library.

Ms. Katz reported that the County has been out to look at the Cultural Center property with the architectural firm. This item will stay on the agenda for further updates.

NEW BUSINESS

New Commissioner - the Commission will discuss and may take action to fill the vacancy on the Vacaville Library Commission. **ACTION**

The deadline for applicants to fill the vacancy on the Vacaville Library Commission is 5:00 pm on November 28th. The Commission decided the interviews will be on Monday, December 5 at 6:30 pm. All three Commissioners will be interviewing the applicants. Mr. DuClair moved to recommend a potential Commission member to the Board after their interviews; Ms. Robison seconded. So ordered by a 3-0 vote.

ITEMS OF INTEREST TO THE COMMISSION

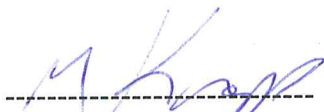
Ms. Clark will represent the Commission at the Board meeting with Ms. Katz on Thursday, December 8, 2016.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, January 9, 2017 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 6:56 p.m.



Malissa Knapp, Library Branch Manager