

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

Library Commission Meeting
January 9, 2017
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:

Paige Frechette, Friends of the Vacaville Libraries
Helen Vinson, Friends of the Vacaville Libraries
Bonnie Katz, Director of Library Services
Malissa Knapp, Library Branch Manager
Johnny Parker, Supervising Librarian
Tamie Tvrdik, Clerical Operations Supervisor

INTRODUCTIONS

None.

APPROVAL OF MINUTES

The minutes of the Special Meeting of January 4, 2017 were unanimously approved on motion of Mr. DuClair and seconded by Ms. Robison. So ordered by 3-0 vote. The minutes of the meeting of November 4, 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 approve the January 9, 2017 agenda; Ms. Robison seconded. Motion unanimously approved. 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 the Library will be closed on February 12, 13 and 20 due to Lincoln and Washington's birthdays. February 12 is Lincoln's actual birthday and the County recognizes the 13th and 20th as Lincoln and Washington birthdays respectively.

There are two vacant Supervising Library Assistants – one at each of the Vacaville libraries. The Library does have a successful candidate pool after the 3rd recruitment and interviews should take place by the end of January.

Ms. Katz distributed the winter Check it Out. January is the month that the Library celebrates Promises Made, Promises Kept thanking the community for passing the 1/8 penny sales tax. She added that property tax is 45 % of the Library's budget and sales tax is 30% which are substantial monies received by both the District and the County Library in order to provide the services the Library provides.

OLD BUSINESS

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

The County Architect's Capital Projects division did hire an architectural firm, CannonDesign, to prepare a proposal so the Library can move ahead on this project. This proposal, which includes the preliminary planning application containing partial building and mechanical designs, cost estimates and submittals will be presented to the City. The Library's cost of this proposal is approximately \$55,000. After some discussion, the Commission agreed to have Ms. Katz request the County Architect proceed with the proposal.

NEW BUSINESS

None.

ITEMS OF INTEREST TO THE COMMISSION

Ms. Katz informed the Commission that there will be a special Library Board meeting on Thursday, January 12th. The Library will ask the Board to approve the MOU with the City for the maintenance of the two libraries, which is a 5-year agreement, and to approve the appointment of the new Library Commissioner.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, March 13, 2017 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:00 p.m.



Malissa Knapp, Library Branch Manager