

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

Library Commission Meeting
March 13, 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
Dave McCallum

Members absent:

Janet Matthews
Carol Sue Robison

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

The Commission welcomed new member, Dave McCallum, and all present introduced themselves.

APPROVAL OF MINUTES

The minutes of the meeting of January 9, 2017 were unanimously approved on motion of Mr. DuClair and seconded by Ms. Clark. So ordered by 4-0 vote.

APPROVAL OF AGENDA

Mr. DuClair moved to approve the March 13, 2017 agenda; Mr. McCallum seconded. Motion unanimously approved. So ordered by 4-0 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. Mr. DuClair complimented the staff with all of their hard work mentioning that VCC seems to be one of the busiest libraries in the County. Ms. Katz confirmed that VCC does circulate the most throughout the system. Ms. Katz distributed the new Check It Out. The newsletter recognizes the

Library volunteers that gave 35,679 hours in the previous year. In addition, Ms. Katz informed the Commission that the new strategic plan will be on the agenda of the April 25th Board of Supervisors meeting. The Library will be asking the Board of Supervisors to accept the plan. The consultant will also be at that Board meeting. The 2 supervising library assistant vacancies for the Vacaville libraries have now been filled; one is a promotion and the other is a transfer from the JFK library. A long time employee that started as a departmental aide and now works as a library assistant at the Cordelia Library is being reassigned (at his request) to the Town Square library. This will mean the Vacaville libraries will be fully staffed. Ms. Katz also added that it is budget time and the Auditor has instructed the Library to anticipate an increase of 4 percent in property tax and 2 percent in sales tax. Ms. Katz will have a full budget report for the Commission at the May meeting.

OLD BUSINESS

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

CanonDesign, the architectural firm hired by the County Architect's Capital Projects division is in the process of preparing the preliminary planning application. This will be submitted to the City of Vacaville and will determine what the requirements will be in terms of parking and to do the expansion. The firm will speak with the Commission to develop a conceptual plan. This is the first step to see if the project can go forward.

NEW BUSINESS

None.

ITEMS OF INTEREST TO THE COMMISSION

Ms. Katz informed the Commission that there is a Library Board meeting on Thursday, March 16th.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, May 8, 2017 at 6:30 p.m. at the Cultural Center Library Conference Room. The budget and the strategic plan will be on the agenda.

ADJOURNMENT

Meeting adjourned at 7:00 p.m.



Malissa Knapp, Library Branch Manager