

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

Library Commission Meeting
May 8, 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
Janet Matthews
Dave McCallum
Carol Sue Robison

Members absent:

Bruce DuClair

Others present:

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 meeting of March 13, 2017 were unanimously approved on motion of Mr. McCallum and seconded by Ms. Matthews. So ordered by 4-0 vote.

APPROVAL OF AGENDA

Ms. Robison moved to approve the May 8, 2017 agenda; Ms. Matthews 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. Ms. Clark commented on all of the excellent publicity that the Library has been getting.

Ms. Katz informed the Commission that Nancy Redfield, Supervising Librarian at the Cultural Center Library is leaving for a job in Truckee. Her last day is May 19th. The Library is already in the middle of recruitment for a Supervising Librarian at the

Springstowne Library. UPDATE: Nancy Redfield is not leaving; she has decided to stay as a Supervising Librarian at VCC.

The Board of Supervisors did accept the Solano County Library Strategic Plan at their April 25th meeting. Mark Fink is here to present it.

The Library received a grant from NASA. Ms. Knapp added that the program is called NASA@ my library. There were 513 applicants and they picked 75 libraries across the United States to participate and Solano County Library was one of three chosen in California. With this grant the Library will be providing some STEM activities & programs over the course of the next 6 months such as a solar eclipse programs, robotics programs, weather forecasting, etc.

Summer Reading Challenge will start in June and includes activities and programs for pre-reader, children, teens and adults.

OLD BUSINESS

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

Ms. Katz distributed three different plans from the Architect. The Architect met with the Planning Division of the City of Vacaville and submitted some schematics in order to see if added parking is needed. The Planning Commission will come back in 4-5 weeks to let Ms. Katz know about the parking situation. There should be more information available at your June meeting.

NEW BUSINESS

Strategic Plan Presentation – presentation by Deputy Director, Mark Fink, on the Solano County Library Strategic Plan 2017-2022.

Mr. Fink presented the Solano County Library Strategic Plan and highlighted some of the areas of the plan: mission, vision and values, market strategies and next steps. The Board of Supervisors accepted the Strategic Plan at their April 25 meeting.

Proposed FY 2017-2018 Budget – the Commission will discuss and may take action on the proposed budget for FY 2017-2018. **ACTION**

Ms. Katz informed the Commission that this is the year of the audit so there is money budgeted for that this coming year. Also there is money budgeted in the coming year for consulting services to pay for the Architect as the Library moves along with the expansion. There is \$5 million sitting in the reserve fund. Ms. Katz added that sales tax is down a bit – it is actually down a bit across the State.

In response to Ms. Matthews's inquiry, Ms. Katz informed the Commission that the Library will not be adding new positions because of rising retirement costs, health costs and a possible COLA and other costs due to upcoming of union negotiations.

Ms. Robison moved to recommend to the Library Board to approve the proposed FY2017/2018 budget; Ms. Matthews seconded. Motion carried by 4-0 vote.

ITEMS OF INTEREST TO THE COMMISSION

None.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, June 12, 2017 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:40 p.m.

A handwritten signature in blue ink, appearing to read "M Knapp", is written over a horizontal dashed line.

Malissa Knapp, Library Branch Manager