

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

Library Commission Meeting
November 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
Janet Matthews
Dave McCallum

Members absent:

Carol Sue Robison

Others present:

Whit Whitman, VUSDLDB
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

Ms. Clarke introduced Cassandra Patton, the candidate the Commission has recommended to the Board to appoint to the Vacaville Library Commission.

APPROVAL OF MINUTES

The minutes of the meetings of September 11, 2017 and October 31, 2017 were unanimously approved on motion of Mr. McCallum and seconded by Ms. Mathews. So ordered by 3-0 vote.

APPROVAL OF AGENDA

Mr. McCallum motioned to add an emergency item to the agenda; Ms. Mathews seconded. Motion carried. So ordered by 3-0 vote.

Mr. McCallum moved that the emergency item would be an ACTION item under New Business:

10a – Election of representative to the Solano County Library Advisory Council (SCLAC) – The Commission will determine who will be their representative to the SCLAC. **ACTION**

Ms. Mathews seconded. Motion carried. So ordered by 3-0 vote.

Mr. McCallum moved to accept the revised agenda as is; Ms. Mathews seconded. Motion carried. So ordered by 3-0 vote.

COMMENTS FROM THE FLOOR

Items on the agenda

None.

Items not on the agenda

CORRESPONDENCE

Ms. Clarke shared that she sent a letter to the candidate that was not chosen to be appointed to the Vacaville Library Commission. Since she was an excellent candidate, Ms. Clarke referred her to the Friends.

LIBRARIANS' REPORTS

Ms. Katz informed the VLC that Mark Fink, Deputy Director, has left to be the County Librarian at Yolo County. She stated that there have been several reassignments requested by staff and that we continue to be recruiting for a number of positions. Junella Hays, Supervising Library Assistant at the Vacaville Cultural Center Library will be moving to the Cordelia branch. Ms. Katz stated that Solano Kids Read has wrapped up with 2800 kids signed up earning 1100 reading challenges. Ms. Knapp stated that because this was Countywide, several librarians visited classrooms throughout their communities.

OLD BUSINESS

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

The District received a letter back from the city's planning division in terms of what requirements may be necessary for the expansion. This is a non commissioned discretionary review because the expansion is less than 10,000 square feet. Ms. Katz stated that according to Public Works, the lot line adjustment is feasible. The parking question has not been resolved. The projected cost is estimated at \$6.2 million to do the 8,300 square foot addition. However there are some building deficiencies that need to be addressed; i.e. leaking windows, HVAC system, roofing, etc. - almost doubling the expense. Ms. Katz has asked the architects to do a facility assessment and prioritize the issues.

Update on repurposing the Computer Center at the Vacaville Town Square Library – the Commission will receive an update on the repurposing of the Computer Center at VTS.

Ms. Knapp gave a project status report on the repurposing of the Computer Center into a Teen Center at the Town Square library. Staff from Lowes, library staff and teen volunteers have been working together on the renovation. Through a grant from the CA State Library, an interior designer has been assigned to work with library staff to select

furnishings and look at ways to intertwine the teen center with the existing teen space. The project should be completed next fall.

NEW BUSINESS

Election of representative to the Solano County Library Advisory Council (SCLAC) – The Commission will determine who will be their representative to the SCLAC. **ACTION**

Ms. Katz explained that the Solano County Library Advisory Council (SCLAC) is a ten-member appointed board that serves in an advisory capacity on matters of library services as provided by the County Library. Five members are appointed by the Board of Supervisors, representing each supervisorial district, and five members are appointed by various city councils to represent the cities served by the County Library. The Vacaville representative is appointed by the Vacaville Library Commission. Ms. Patton expressed interest and the Commission members would like to appoint her; however since she has not officially been appointed by the VUSD LDB, no action can be taken at this time. This will be agendized at the January 8, 2018 meeting.

Consideration of an alternate Commissioner - the Commission will discuss and may take action on the consideration of an alternate Commissioner. **ACTION**

Ms. Katz explained that the Vacaville Library Commission is governed by the Education Code and that there is no provision for an alternate Commissioner so the code would have to be changed. The Commission unanimously decided that they did not want to pursue changing the Education Code so no action was needed.

ITEMS OF INTEREST TO THE COMMISSION

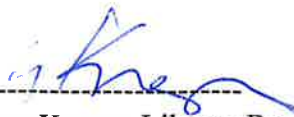
Ms. Matthews will represent the Commission at the Board meeting on December 7, 2017.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, January 8, 2018 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:15 p.m.



Malissa Knapp, Library Branch Manager