

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

**Library Commission Meeting**  
January 8, 2018  
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  
Carol Sue Robison  
Dave McCallum  
Cassandra Patton

**Members absent:**

Janet Matthews

**Others present:**

Whit Whitman, VUSDLDB  
Helen Vinson, Friends of the Library  
Paige Frechette, Friends of the Library  
Bonnie Katz, Director of Library Services  
Johnny Parker, Supervising Librarian  
Lee Ann Austin, Admin Services Manager  
Tamie Tvrdik, Clerical Operations Supervisor

INTRODUCTIONS

Lee Ann Austin, Admin Services Manager for Solano County Library introduced herself.

APPROVAL OF MINUTES

After correcting the spelling of Ms. Clark's name, the minutes of the meeting of November 12, 2017 were unanimously approved on motion of Mr. McCallum and seconded by Ms. Robison. So ordered by 4-0 vote.

APPROVAL OF AGENDA

Mr. McCallum moved to approve the January 8, 2018 agenda; Ms. Robison 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

In addition to the Supervising Librarians' reports, Mr. Parker distributed some more information on the upcoming "Tasty Pages" CookBook Club @ VTS to be held the first Thursday of each month beginning in February.

Ms. Katz added that January is the month the Library celebrates "Promises Made, Promises Kept" and she distributed a brochure that details what Solano County citizens get for their 1/8 of a penny library sales tax.

Ms. Katz reported that after the Vacaville Library Commission's recommendation, the VUSD Library Board appointed Cassandra Patton to the Vacaville Library Commission.

There are several recruitments going on throughout Solano County Library including a Supervising Library Assistant for the Cultural Center Library and Librarian (including one for the Cultural Center Library). Other recruitments the Library is working on at this time are Library Branch Manager, Library Associate and Library Aide/Assistant. Ms. Katz added that due to increasing retirement and health costs, the Library is working on a 5-year budget projection for employee costs.

Ms. Katz announced the Town Square library needs a roof patch or a new roof and a contractor/expert will be brought in to make a recommendation of the work that needs to be done.

### OLD BUSINESS

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

The City was looking over plans and had some legal questions so the City Attorney and District Attorney are looking at the contract language from the original agreements that were signed when the building was built. The architect is working on a facility condition assessment while also working on a schematic design scope for the addition. At this time, there are a lot of unknowns and discussions will continue.

In response to Ms. Frechette's inquiry, the Library building is owned by the Library District.

### 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.

Mr. McCallum moved to appoint Cassandra Patton to represent the Vacaville Library Commission on the Solano County Library Advisory Board; Ms. Robison seconded. Motion unanimously approved. So ordered by 4-0 vote.

ITEMS OF INTEREST TO THE COMMISSION

Mr. McCallum announced that the Public Education Foundation is holding a contest for the best primary and best secondary teacher for Vacaville. A person needs to like the VPEF page on Facebook in order to vote.

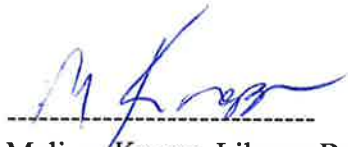
Ms. Patton asked for information about the library to handout to new tenants at her property management office. Tamie will send her About Your Library brochures. Mr. McCallum also suggested Visit Vacaville may be helpful to new tenants and will send information about that.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, March 12, 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