

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

Library Commission Meeting
May 13, 2019
Meeting Room

CALL TO ORDER

President Carol Sue Robison called the meeting to order at 6:30 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

Members present:

Beatryce Clark
Dave McCallum
Cassandra Patton
Carol Sue Robison
Cathy Valdez

Members absent:

None.

Others present:

Bonnie Katz, Director of Library Services
Sherie Mahlberg, Vacaville Unified School District Library District Board (VUSDLDB)
Johnny Parker, Supervising Librarian
Tamie Tvrdik, Clerical Operations Supervisor

INTRODUCTIONS

Sherie Mahlberg, VUSDLDB, and President of the VUSD, introduced herself to the Commission.

APPROVAL OF MINUTES

The minutes of the meeting of March 10, 2019 were unanimously approved on motion of Mr. McCallum and seconded by Ms. Clark. So ordered by 5-0 vote.

APPROVAL OF AGENDA

The agenda was unanimously approved on motion of Ms. Patton and seconded by Ms. Robison. So ordered by 5-0 vote.

COMMENTS FROM THE FLOOR

Items on the agenda

None.

Items not on the agenda

CORRESPONDENCE

None.

LIBRARIANS' REPORTS

Mr. Parker added that staff from VTS attended the Bunnies and Bonnets event and this event has grown every year. It is a celebration of spring and they had 582 children attend. In response to Ms. Robison's inquiry, he informed the Commission that the Radio Theatre program is very popular when they make their visit to the NorthBay Adult Center. Mr. Parker also invited the Commission to visit the Town Square library and see the new one-desk service desk. Ms. Katz added that the Library feels that the one-desk service is a value added customer service and prevents customers waiting in lines because our staff has been cross trained.

In addition to the Supervising Librarians' reports, Ms. Katz added the Library has filled all 3.5 FTE children's librarian positions throughout the County libraries. All regular positions are now filled at the Vacaville libraries; however the Library is still in recruitment mode to fill other positions.

Ms. Katz distributed the Summer Reading 2019 booklets. This covers all events at all branches for summer reading for children, tweens, teens, adults and families.

OLD BUSINESS

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

Ms. Katz informed the Commission that the City had some issues with the submittal for the legal description and the plotting so that has gone back to the contractor and the changes are due tomorrow. Then there will be a schedule update from Dan Sutton who is the civil engineer from Vacaville. Ms. Katz stated she is hoping to take a recommendation for approval for the lot line adjustment to the Library Board in July.

NEW BUSINESS

Proposed FY 2019-2020 Budget – the Commission will discuss and may take action on the proposed budget for FY 2019-2020. **ACTION**

Ms. Katz presented the FY 2019-2020 proposed budget. She said the Vacaville Library District has a healthy budget - \$10.7 million in revenue including the fund balance. She explained the expenses and revenues and how the numbers come together. She added that there will be an increase in the cost of retirement and health insurance. Ms. Katz suggested the Commission move \$2 million from contingency to reserves.

After discussion, Ms. Patton recommended moving \$2 million from contingency to reserves and then recommending approval of the proposed budget; Mr. McCallum seconded. Motion carried. So ordered by a 5-0 vote.

Ms. Katz will bring back the revised proposed budget at the June meeting for the Commission to make a recommendation to the Library Board at their June meeting.

ITEMS OF INTEREST TO THE COMMISSION

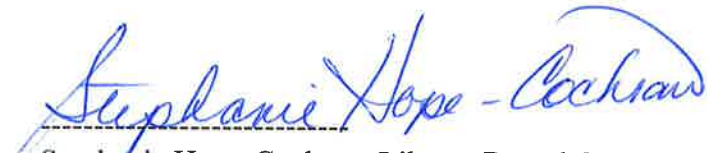
In response to Mr. McCallum's comment, Ms. Katz explained that the Library has an agreement with the City to use the community center and theatre; however the Library can only use the community center ten times a year and the theatre twice a year.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, June 10, 2019 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:15 p.m.



Stephanie Hope-Cochran, Library Branch Manager