

DIXON PUBLIC LIBRARY

GOVERNING BOARD OF LIBRARY TRUSTEES

MINUTES: REGULAR MEETING

5:00 P.M., Thursday, November 12, 2020

Zoom Virtual Meeting

1. CALL TO ORDER: The meeting was called to order by President O'Halloran at 5:07 p.m.

2. ESTABLISH QUORUM/ROLL CALL

2.a. Roll Call of Trustees:

Caitlin O'Halloran, President	P
Jewel Fink, Vice President	P
Melissa Maseda, Clerk	A
Luke Foster, Member	P
Lloyd McCabe, Member	P

Staff: Bonnie Katz, Director Library Services, Solano County Library P

2.b. Pledge of Allegiance

3. APPROVAL OF AGENDA

Motion made by Member McCabe

Second Vice President Fink

Ayes 4 Noes 0

Yes Jewel Fink

Yes Lloyd McCabe

Yes Luke Foster

Yes Caitlin O'Halloran

4. APPROVAL OF MINUTES

4. a. Approval of the September 10, 2020 Meeting Minutes

Motion made by Member Foster

Second Vice President Fink

Ayes 4 Noes 0

Yes Jewel Fink

Yes Lloyd McCabe

Yes Luke Foster

Yes Caitlin O'Halloran

4.b. Approval of the October 29, 2020 Special Meeting Minutes

Motion made by Vice President Fink

Second Member McCabe

Ayes 4 Noes 0

Yes Jewel Fink

Yes Lloyd McCabe
Yes Luke Foster
Yes Caitlin O'Halloran

5. PUBLIC COMMENT-None

6. CORRESPONDENCE-None

7. INFORMATION ITEMS

7.a. Information Report-Director of Library Services

Ms. Katz reported the library's website has a new look; the library is working with the vendor to finalize the new website.

Ms. Katz reported the library is working with Solano County's Auditor's office on the Dixon's public facility fee audit for FY 18/19 and once finished then will work on the FY 19/20.

Ms. Katz reported there has been an increase in branch appointments, online appointment scheduling, hold pickups and computer usage for the month of October.

Dixon Library participated in the Dead of the Dead community event; the event was very successful. Mr. Foster stated there was a lot of positive feedback on social media about this event.

Ms. Katz reported the Dixon Friends of the Library had their first Zoom meeting. The Summer Reading Program was online this year however it was not very successful as previous years since it was not in person. The Friends groups did not spend the money they normally do for Summer Reading Program events.

The circulation staff is working on relabeling juvenile CDs by categories; staff weeded the collection.

Dixon received money four monetary donations; three from the Dixon Women's Group.

Library IT is replacing desktop computers with laptops. The County is doing a telephone upgrade which will include Dixon.

Miguel Loeza, Library Associate, is transferring to Rio Vista Library; there will be a recruitment for a Library Associate in Dixon.

Solano County Library staff are rotating by cluster for Saturday shifts at JFK, VCC and FCC.

Dixon has installed more soap dispensers and gender-neutral signs for the restrooms. The City of Dixon power washed in front of the Carnegie due to some trees that make a mess in front. Some furniture/desks were moved for social distancing purposes.

Student Access Card project is moving forward and should be completed by January 15, 2021 for Dixon students. Ms. Fink inquired if school is not in session how will the children receive their library cards? Ms. Katz explained it is not a physical card, it's an online card associated with their school ID number. Ms. O'Halloran would like this program to include local charter schools. Ms. Katz agreed however, the library is still working on getting the

school districts on board. Vallejo and Rio Vista schools are still pending.

The Library received a second Lunch at the Library grant and the grant money will be used to distribute kits at popup libraries in schools.

8. NEW BUSINESS

8a. Approve Solano County Library Foundation to oversee the bequest made to Dixon Public Library.

Motion made by Member McCabe

Second Member Foster

Ayes 4 Noes 0

Yes Jewel Fink

Yes Lloyd McCabe

Yes Luke Foster

Yes Caitlin O'Halloran

9. ANNOUNCEMENTS/MEMBERS REPORTS-None

10. ADJOURNMENT

Motion made by Member Foster

Second Vice President Fink

Ayes 4 Noes 0

Time: 5:26 p.m.

President O'Halloran

Date