

DIXON PUBLIC LIBRARY

GOVERNING BOARD OF LIBRARY TRUSTEES

MINUTES: REGULAR MEETING

5:00 P.M., Thursday, September 10, 2020

Zoom Virtual Meeting

1. CALL TO ORDER: The meeting was called to order by President O'Halloran at 5:04 p.m.
2. CLOSED SESSION
 - A. Public Employee Discipline/Dismissal/Release/Resignation/Reassign [Gov't Code 54957]
 - B. Conference with legal counsel - anticipated litigation: Significant exposure to litigation [Govt. Code 54956.9(d) (2)] [One case]

RECONVENE TO OPEN SESSION

3. ANNOUNCEMENTS FROM CLOSED SESSION-None

4. ESTABLISH QUORUM/ROLL CALL

4.a. Roll Call of Trustees:

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

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

4.b. Pledge of Allegiance

5. APPROVAL OF AGENDA
Motion made by Member McCabe
Second Vice President Fink
Ayes 5 Noes 0

Yes Lloyd McCabe
Yes Melissa Maseda
Yes Luke Foster
Yes Jewel Fink
Yes Caitlin O'Halloran

6. APPROVAL OF MINUTES

6.a. Approval of the July 9, 2020 Meeting Minutes

Motion made by Vice President Fink

Second Member Foster

Ayes 5 Noes 0

Yes Lloyd McCabe

Yes Melissa Maseda

Yes Jewel Fink

Yes Luke Foster

Yes Caitlin O'Halloran

7. PUBLIC COMMENT-None

8. CORRESPONDENCE-None

9. INFORMATION ITEMS

9.a. Bequest received-Dixon Public Library

Ms. Katz reported a letter the library received from an attorney that stated Frederick L. Jacobson, long term resident of Dixon, passed away on May 2, 2020. Mr. Jacobson established a trust and his brother is the trustee. Mr. Jacobson wanted 7% of his assets to go to the Dixon Public Library. Ms. Katz stated about \$28,000 will be received by the Dixon Public Library once the estate is settled. The trustee will be able to distribute the gift after a 120-day period.

Ms. Katz explained how previous bequests the library has received were deposited. One option is to deposit the money into the Solano County Library Foundation earmarked for the Dixon Public Library only. The other option is to deposit the money into the Dixon Public Library fund.

After a brief discussion, the Board agreed to have the money deposited with the Solano County Library Foundation. Ms. Katz explained the Foundation has a treasurer's report each month and the Board will be able to see the funds.

9.b. Information Report- , Director of Library Services

Ms. Katz updated the Board on the selling of the security gates. There was no interest on the statewide list serv. Mr. McCabe recommended storing the gates for 6 months to see anyone will buy them and if not, the library can send to surplus. Ms. Katz stated if the gates go to surplus, the Board would have to approve to remove them from the inventory.

Ms. Katz reported the library finished a DVD spine label project by genre; Blu-rays have been purchased for the collection and are now circulating.

Catherine Wesenfeld, Supervising Librarian, is enrolled in the County's leadership training program.

Corinne Leles, Children's Librarian, is working with Jessica Jupitus, Deputy Director, as

one of 12 California libraries teams invited by the California State Library to work on co-designing an equity and social justice framework for summer reading program activities and services.

Natividad Magallon resigned from her part time position in August.

Ms. Katz shared a customer's compliment to the Dixon Library thanking them for being open and shared how Kevin (transfer from Suisun Library) goes above and beyond providing great customer service.

Ms. Katz reported Dixon Library is now on Tutor.com. Mr. Foster inquired how many Dixon residents are taking advantage of this service. Ms. Katz reported 31 participants in July and 65 participants in August. If participants do not select a city, they are reported in "other" for the city served. Mr. Foster states he foresees the usage of Tutor.com to grow as students are still distant learning. Ms. Katz stated the library is promoting Tutor.com right now to let residents know what it is and what it does. Tutor.com is available every day from 10 a.m. to 10 p.m. in both English and Spanish.

The Teen Writing Contest-Write On is from September 7-October 30.

The library is continuing a collection at the Dixon Family Services and is looking forward to meeting with them again in-person once Covid restrictions are lifted.

The library is participating in the Lawrence Hall of Science- Science in the Summer partnership for kids in 2nd – 6th grade. This is a two-part program. First, students will pick up a library chemistry kit which they will do at home. Second, after completing the chemistry activity, they will have a 1-hour live program with an educator from Lawrence Hall of Science. Ms. Fink inquired how will the students and teachers know about the program. Ms. Katz reported Ms. Leles is working with the local schools to get the information out to the students and teachers. The library is posting information on social media and the website. Ms. Fink will share at the school board meeting. Ms. Katz will forward program information to Ms. O'Halloran.

The library continues Facebook live storytimes. Ms. Leles will read on September 24th.

Ms. Katz reported AT&T has finished the work for the Cenic Statewide Broadband project. This project increases the bandwidth service. The Dixon library building will be prepped to be added to Cenic. This should be completed in October.

The library has reservation software and texting ability to make appointments.

Ms. Katz reported there have been no applications for the Solano County Library Advisory Council.

10. OLD BUSINESS

10.a. Appoint a member to the Solano County Library Advisory Council

Motion made by _____

Second _____

Ayes _____ Noes _____

The Board postponed appointing a member to the Solano County Library Advisory Council until applications are received. Mr. McCabe volunteered to attend the Solano County Library

Advisory Council meetings until the Board appoints a new member.

11. NEW BUSINESS

11a. Approve the revised FY 2020-21 budget

Motion made by Member McCabe

Second Member Foster

Ayes 5 Noes 0

Yes Lloyd McCabe
Yes Jewel Fink
Yes Melissa Maseda
Yes Luke Foster
Yes Caitlin O'Halloran

12. ANNOUNCEMENTS/MEMBERS REPORTS

Ms. Fink inquired if the library is advertising the 2020 Census on the website. She stated the census is currently down about 30% for the Hispanic population. Ms. Katz stated she will have staff post on the library's website under news and announcements about the 2020 Census.

Mr. McCabe announced he was excused from the DTA forum because he is not on the ballot.

13. ADJOURNMENT

Motion made by Clerk Maseda

Second Member Foster

Ayes 5 Noes 0

Time: 5:57 p.m.

President O'Halloran

Date