

Minutes of the  
Vacaville Library Commission  
Zoom Virtual Meeting  
March 8, 2021

CALL TO ORDER

Ms. Robison called the meeting to order at 6:34 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

**Members present:**

Beatryce Clark  
Peggy Rollins  
Dave McCallum  
Carol Sue Robison

**Members absent:**

Cathy Valdez

**Others present:**

Bonnie Katz, Director of Library Services  
Malissa Knapp, Branch Manager  
Cathy Sheldon, Office Assistant

INTRODUCTIONS

None.

APPROVAL OF MINUTES

The minutes of the meeting of January 11, 2021 were unanimously approved on motion of Mr. McCallum and seconded by Ms. Clark. So, ordered by 4-0 vote.

Yes Beatryce Clark  
Yes Dave McCallum  
Yes Carol Sue Robison  
Yes Peggy Rollins

APPROVAL OF AGENDA

The agenda was unanimously approved on motion of Ms. Clark and seconded by Ms. Robison. So, ordered by 4-0 vote.

Yes Beatryce Clark  
Yes Dave McCallum  
Yes Carol Sue Robison  
Yes Peggy Rollins

COMMENTS FROM THE FLOOR

**Items on the agenda**

None.

**Items not on the agenda**

None.

CORRESPONDENCE

None.

LIBRARIANS' REPORTS

Ms. Clark commented on the craft kits and Ms. Robison commented on the upcoming teen virtual paint night.

Ms. Rollins inquired about teen events; Ms. Knapp stated the library has had online book clubs and online Dungeons and Dragons program for teens; Ms. Knapp stated this is the first virtual paint night for teens.

In addition to the librarians reports, Ms. Katz stated the library's facility master plan and new branding design will go to the Board of Supervisors on March 23, 2021. She stated the Commission can tune in; see the agenda at [solanocounty.com](http://solanocounty.com).

Ms. Katz reported the County will be in red zone soon; this will allow the library to increase appointments and increase the amount of people in the library with social distancing in place.

The library started to quarantine materials for twenty-four hours instead of ninety-six hours. Research has shown the virus is not transmitted from the surface of library materials; the library will be able to offer better customer service since materials will be available more quickly.

NEW BUSINESS

- a. Proposed change of name of the Vacaville libraries-the Commission will discuss changing the name of the Vacaville libraries. **ACTION**
  - i. Vacaville Public Library-Cultural Center to Vacaville Cultural Center Library
  - ii. Vacaville Public Library-Town Square to Vacaville Town Square Library

Ms. Rollins moved to recommend the Board approve the name changes of the Vacaville libraries; Mr. McCallum seconded. Motion carried. So ordered by 4-0 vote.

Yes Beatryce Clark  
Yes Dave McCallum  
Yes Carol Sue Robison  
Yes Peggy Rollins

OLD BUSINESS

- a. Expansion of the Cultural Center Library-the Commission will receive an update on the expansion of the Cultural Center Library

Ms. Katz reported the library had a meeting with the County architect; the project is moving forward. The firm Canon Design will be looking at the building and the kick-off will be toward the end of this fiscal year and /or beginning of next fiscal year. The library will include the Commission, Library District and the community as the project moves forward.

Ms. Katz reported Automated Material Handling (AMH) is complete at Vacaville Town Square; AMH equipment has arrived at Vacaville Cultural Center and is installed however only the staff side is operating, the public side will open when the quarantined materials are circulating within 24-hours. A new floor was installed where the AMH is located.

ITEMS OF INTEREST TO THE COMMISSION.

Ms. Katz announced she is retiring on June 11, 2021.

DATE OF NEXT MEETING

The next Vacaville Library Commission meeting will be held on Monday, May 10, 2021 at 6:30 p.m.

ADJOURNMENT

Meeting adjourned at 7:00 p.m.



Malissa Knapp, Library Branch Manager