

Minutes of the
Vacaville Library Commission
Zoom Virtual Meeting
September 13, 2021

CALL TO ORDER

Ms. Valdez called the meeting to order at 6:35 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

Members present:

Cathy Valdez, President

Peggy Rollins

Dave McCallum

Beatryce Clark

Others present:

Suzanne Olawski, Director of Library Services

Johnny Parker, Supervising Librarian, Solano County Library

Cathy Sheldon, Office Assistant III, Solano County Library

INTRODUCTIONS

None

APPROVAL OF MINUTES

After a correction was made by Ms. Valdez to the meeting minutes of June 14, 2021, under Old Business, Ms. Clark moved to approve the minutes as amended, and seconded by Ms. Rollins. So, ordered by 3-0 vote.

Yes Cathy Valdez

Yes Peggy Rollins

Yes Beatryce Clark

APPROVAL OF AGENDA

The agenda was unanimously approved on motion of Ms. Rollins and seconded by Ms. Clark. So, ordered by 3-0 vote.

Yes Cathy Valdez

Yes Peggy Rollins

Yes Beatryce Clark

COMMENTS FROM THE FLOOR

Items on the agenda

None.

Items not on the agenda

None.

CORRESPONDENCE

None.

LIBRARIANS' REPORTS

Ms. Clark commented on Touro CARES Vaccination event at Vacaville Town Square Library. Mr. Parker stated it was a smaller event since the senior center didn't participate.

Ms. Rollins commented on the variety of programs for children at the libraries.

Ms. Valdez inquired about the outcome of the Summer Reading Program and how the online book club at Vacaville Town Square Library is going with attendance/participation. Mr. Parker reported about 50% finished the SRP and the book club has consistent participation.

Mr. Parker reported outdoor storytime at Vacaville Cultural Center Library is very well attended.

Ms. Valdez commented on the increase of circulation and about Mr. Wade's upcoming book talk.

Ms. Rollins commented she appreciates the library hours restoring the hours.

OLD BUSINESS

- a. FY 2021-2022 budget revision-The Commission will hear a budget revision and may take action. **ACTION**

Ms. Olawski presented the FY 2021-2022 revised budget. On motion of Ms. Clark and seconded by Ms. Rollins, the commission approved the FY 2021-2022 revised budget. So order by a 4-0 vote.

Yes Beatryce Clark

Yes Dave McCallum

Yes Peggy Rollins

Yes Cathy Valdez

ITEMS OF INTEREST TO THE COMMISSION.

Mr. McCallum inquired if the Library follows the same guidelines as the school district with going out for bids for projects. Ms. Olawski stated yes, the library follows the County guidelines regarding contracting and bidding.

Ms. Valdez inquired on the status of the student access card program. Ms. Olawski stated she will follow up with Ms. Knapp on the status of the agreement with Vacaville Unified School District.

In addition to the librarians' reports, Ms. Olawski reported the library restored hours this month at all locations. September is Adult Literacy Month and National Library Card Sign Up month.

The Vacaville Cultural Center Library had 1,248 Summer Reading Program registrants who read 2,265 books and for 98,305 minutes. Vacaville Town Square Library had 617 registrants who read a total of 53,184 minutes and over 1,080 books.

The Library will be updating public access computers at all library locations. BookFlix and Freegal Music were added to the Library's digital resources collection.

The Vacaville Cultural Center expansion projection is moving along. The Library is working together with Solano County Capital Projects division and CannonDesign. Next steps include implementing the community engagement process, developing a program and space plan, conducting a facility assessment and developing cost estimates. Ms. Olawski reported public art is not required as part of this project. Ms. Rollins thanked Ms. Olawski for following up on the public art.

Ms. Olawski inquired who will be reporting at the Vacaville Unified School District Board. Ms. Valdez stated she will attend. Ms. Olawski will forward the meeting link to Ms. Valdez.

DATE OF NEXT MEETING

The next Vacaville Library Commission meeting will be held on Monday, November 8, 2021 at 6:30 p.m.

ADJOURNMENT

Meeting adjourned at 7:10 p.m.



Malissa Knapp, Library Branch Manager