

DIXON PUBLIC LIBRARY

GOVERNING BOARD OF LIBRARY TRUSTEES

MINUTES: REGULAR MEETING

5:00 P.M., Thursday, September 9, 2021

Zoom Virtual Meeting

1. CALL TO ORDER: The meeting was called to order by Caitlin O'Halloran at 5:04 p.m.
2. CLOSED SESSION
 - A. Public Employee Discipline/Dismissal/Release/Resignation/Reassign [Govt. Code 54957]
 - B. Conference with legal counsel-existing litigation [Govt. Code 54956.9 (d) (2)] [Arozena vs. Dixon Public Library District]

RECONVENE TO OPEN SESSION

3. ANNOUNCEMENTS FROM CLOSED SESSION - None
4. ESTABLISH QUORUM/ROLL CALL

4.a. Roll Call of Trustees:

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

Staff: Suzanne Olawski, Interim Director Library Services, Solano County Library

Other Present: Malissa Knapp, Branch Manager, Solano County Library; Lisa Lin, Admin Services Manager, Solano County Library; Cathy Sheldon, Office Assistant III, Solano County Library

5. APPROVAL OF AGENDA

5.a. Approval of September 9, 2021 Agenda

Motion made by Member McCabe
Second Clerk Bowen
Ayes 4 Noes 0

Yes Caitlin O'Halloran
Yes Melissa Maseda
Yes Lloyd McCabe
Yes David Bowen

6. APPROVAL OF MINUTES

6. a. Approval of the June 10, 2021 Meeting Minutes

Motion made by Clerk Bowen

Second Vice President Maseda

Ayes 4 Noes 0

Yes Caitlin O'Halloran

Yes Melissa Maseda

Yes Lloyd McCabe

Yes David Bowen

7. PUBLIC COMMENT - None

8. INFORMATION ITEMS

8.a. Information Report- Director of Library Services

Ms. Olawski reported the library has restored additional hours for the public. Dixon Library is open Monday and Wednesday, 9am-6pm; Tuesday and Thursday 9am-8pm; and Friday and Saturday 9am-5pm. September is Adult Literacy Awareness Month and National Library Card Sign Up Month. The Library will issue library cards for a limited time from the winners of the library card design contest. Ms. Olawski also reported the Library has started updating the Wi-Fi infrastructure and the project should be completed by winter 2021 and is replacing public access computers and updating security at the branches. Ms. Olawski reported Ginger Emerson has agreed to serve another term on the Measure L Oversight Independent Citizens Committee. On August 8, 2021, the Solano County Board of Supervisors appointed all members to the Measure L Committee for a four-year term (September 2021 – June 2025). The Measure L Committee meets once a year and the next meeting is on Monday, September 20, 2021 at 6:00 p.m. via Zoom.

Dixon Library's collection will begin floating throughout the branches and the Library added two new digital resources: ProQuest Historical Black Newspapers and Freegal Music, which offers unlimited streaming.

New staff member Randi Johnson, Library Associate, started in June.

Dixon had 500 participants in the Summer Reading Challenge and recorded over 38,000 minutes of reading. Staff did outreach at local school sites for the summer lunch programs and handed out over a150 free books to children as part of the Lunch at the Library grant program.

Tutor.com is the library's online tutoring program and for FY 20/21, Dixon had 914 sessions logged.

Class visits have started at the library again and the library continues to have a great connection with the local schools in Dixon. The library is offering outdoor Storytime and Afternoon Adventures for children (weather permitting).

Dixon library staff has done outreach at the Dixon Migrant Center and passed out free books for children donated by First 5 and registered individuals for library cards.

Staff also has done outreach at the Food Bank in conjunction with First 5 and shared information about library services.

9. OLD BUSINESS

9.a. Update on the Pereira House property

Ms. Olawski reported the library has solicited demolition quotes for the property at 235 North 2nd Street. A historical assessment was performed, and the house and trees are not historical. An asbestos inspection will be done to determine if there is asbestos present so it can be removed properly. There are specific guidelines to follow with a demolition of a structure. The Library has contacted the City of Dixon for permits. Items in the house will go to surplus, per Board approval in November 2019.

9.b. Approve the revised FY 2021-2022 budget

Motion made by Vice President Maseda

Second Clerk Bowen

Ayes 5 Noes 0

Yes Caitlin O'Halloran

Yes Jewel Fink

Yes Melissa Maseda

Yes Lloyd McCabe

Yes David Bowen

10. NEW BUSINESS

10a. Agreement between Solano County Library and the Board of Trustees of the Dixon Library District

Ms. Olawski stated the agreement between Solano County Library and the Dixon Library District expires on June 30, 2022. If the District does not want to renew the agreement, the agreement states Dixon Library District needs to contact Solano County Library in writing by January 1, 2022. Ms. Olawski stated language in the agreement can be revised to state the agreement shall remain in force until amended, modified, or terminated. The term of the agreement shall continue year to year unless modified or terminated by either party giving written notice to the other party no later than the first day in January in any fiscal year. Ms. Olawski will bring the agreement to the meeting in December with revised language for the Governing Board to review. Once approved by the Governing Board, Ms. Olawski will bring the agreement to the Solano County Board of Supervisors for approval.

10b. Approve surplus of security gates and remove from inventory list

Motion made by Member McCabe

Second President Fink

Ayes 5 Noes 0

Yes Caitlin O'Halloran

Yes Jewel Fink

Yes Melissa Maseda

Yes Lloyd McCabe

Yes David Bowen

11. Announcements/Member Reports

12. Adjournment

Motion made by Member McCabe

Second Vice President Maseda

Ayes 5 Noes 0

Time: 6:05 p.m.

Yes Caitlin O'Halloran

Yes Jewel Fink

Yes Melissa Maseda

Yes Lloyd McCabe

Yes David Bowen