

VACAVILLE LIBRARY COMMISSION  
ZOOM MEETING

March 14, 2022

6:30 p.m.

The County of Solano, in compliance with the Americans with Disabilities Act of 1990, will provide accommodations for persons with disabilities who attend public meetings. If you wish to attend this meeting and you will require assistance in order to participate, please call the Supervising Librarian at 1-866-572-7587 at least 48 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Vacaville Public Library – Cultural Center, 1020 Ulatis Drive, Vacaville, CA during normal business hours.

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AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. ADOPT RESOLUTION 2022-02 OF THE VACAVILLE LIBRARY COMMISSION REMOTE TELECONFERENCE MEETINGS PURSUANT TO ASSEMBLY BILL 361 and make findings and determinations regarding the same-Attachment 1-**ACTION**
4. INTRODUCTIONS
5. APPROVAL OF MINUTES of January 10, 2022-Attachment 2 -**ACTION**
6. APPROVAL OF AGENDA – **ACTION**
7. PUBLIC COMMENT (5-minute time limit per individual)
  - a. Items on the Agenda – Persons wishing to speak to items on the agenda should so indicate to the President of the Commission at this time. You will be given an opportunity to speak on the subject at the time the item is discussed by the Commission.
  - b. Items Not on the Agenda – Persons wishing to speak to items not on the agenda should so indicate to the President of the Commission at this time. Subjects not on the agenda may be introduced at this time, but no action may be taken on them at this meeting. Please state your name and address.

8. CORRESPONDENCE
9. LIBRARIANS' REPORTS – Attachment 3
10. OLD BUSINESS
  - a. Vacaville Cultural Center Library Project Update
11. NEW BUSINESS
12. ANNOUNCEMENTS / MEMBERS REPORTS
13. DATE OF NEXT MEETING: May 9, 2022
14. ADJOURNMENT

**RESOLUTION NO. VLC-2022-02**

**A RESOLUTION AUTHORIZING REMOTE TELECONFERENCE MEETINGS  
PURSUANT TO ASSEMBLY BILL 361**

WHEREAS, all meetings of the Vacaville Library Commission are held pursuant to the Ralph M. Brown Act, ensuring that any member of the public may participate in local government meetings; and

WHEREAS, on February 27, 2020, Solano County declared a local health emergency throughout Solano County related to the novel coronavirus COVID-19; and

WHEREAS, on March 3, 2020, the Solano County Board of Supervisors ratified and extended this declaration of a local health emergency;

WHEREAS, on March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19 and ordered all residents to obey orders and guidance issued by state and local health officials, including but not limited to, the imposition of social distancing measures to control the spread of COVID-19; and

WHEREAS, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which, effective September 30, 2021, ends the provisions of Executive Order N-29-20 that allows local legislative bodies to conduct meetings telephonically or by other means; and

WHEREAS, on September 16, 2021, the Governor signed AB 361 (2021) into law, which allows for local legislative bodies to continue to conduct meetings via teleconferencing under specified conditions and includes a requirement that the legislative bodies make specific findings; and

WHEREAS, the Governor has declared a State of Emergency pursuant to Government Code section 8625; and

WHEREAS, since issuing Executive Order N-08-21, the highly contagious Delta variant of COVID-19 has emerged, causing an increase in COVID-19 cases throughout the State and Solano County; and

WHEREAS, the California Department of Public Health currently recommends that all individuals, regardless of vaccination status, wear a mask while indoors in public spaces; and

WHEREAS, the CDC continues to recommend physical distancing of at least 6 feet from others outside of the household; and

WHEREAS, California Code of Regulations Title 8, section 3205 "COVID-19 Prevention," subparagraph (c)(5) states: "Training and instruction. The employer shall provide effective training and instruction to employees that includes the following: . . . (D) The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19, but are most effective when used in combination"; and

WHEREAS, because state or local health officials have imposed or are recommending measures to promote social distancing, the Vacaville Library Commission finds it prudent to and desires to continue holding meetings via teleconference; and

WHEREAS, the Vacaville Library Commission shall ensure that its meetings comply with the provisions required by AB 361 (2021) for holding teleconferenced meetings.

NOW, THEREFORE, the Vacaville Library Commission does resolve as follows:

1. The above recitals are true and correct, and incorporated into this Resolution.
2. In compliance with AB 361 (2021), and in order to continue to conduct teleconference meetings without complying with the requirements of Government Code section 54953(b)(3) of the Brown Act, the Vacaville Library Commission makes the following findings:
  - a) The Vacaville Library Commission has considered the circumstances of the state of emergency; and
  - b) The state of emergency, as declared by the Governor and Solano County, continues to exist; and
  - c) The state of emergency due to the presence of COVID-19 in the community continues to directly impact the ability of the members of the Vacaville Library Commission to meet safely in person; and
  - d) State and local officials continue to impose or recommend measures to promote social distancing.
3. The Vacaville Library Commission may continue to meet remotely in compliance with AB 361, in order to better ensure the health and safety of the public.
4. The Vacaville Library Commission will revisit the need to conduct meetings

remotely no later than 30 days after teleconferencing for the first time, or at its next meeting.

5. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Vacaville Library Commission, State of California, this \_\_\_\_\_ day of \_\_\_\_\_ 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Cathy Valdez, President

Minutes of the  
Vacaville Library Commission  
January 10, 2022

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  
Beatryce Clark  
Peggy Rollins  
Dave McCallum

**Members absent:**

Carol Sue Robison

**Others present:**

Suzanne Olawski, Director of Library Services  
Cathy Sheldon, Office Assistant III, Solano County Library

ADOPT RESOLUTION 2022-01 OF THE VACAVILLE LIBRARY COMMISSION  
REMOTE TELECONFERENCE MEETINGS IN PURSUANT TO ASSEMBLY BILL 361

Resolution No. VLC-2022-01 authorizing remote teleconference meetings in pursuant to assembly bill 361, was unanimously approved on motion of Ms. Clark and seconded by Ms. Rollins. So, ordered by 4-0 vote.

Yes Beatryce Clark  
Yes Dave McCallum  
Yes Cathy Valdez  
Yes Peggy Rollins

INTRODUCTIONS

None

APPROVAL OF MINUTES

The minutes of the meeting of November 8, 2021, were unanimously approved on motion of Ms. Rollins and seconded by Mr. McCallum. So, ordered by 4-0 vote.

Yes Beatryce Clark  
Yes Dave McCallum  
Yes Cathy Valdez  
Yes Peggy Rollins

### APPROVAL OF AGENDA

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

Yes Beatryce Clark  
Yes Dave McCallum  
Yes Cathy Valdez  
Yes Peggy Rollins

### COMMENTS FROM THE FLOOR

#### **Items on the agenda**

None.

#### **Items not on the agenda**

None.

### CORRESPONDENCE

None.

### LIBRARIANS' REPORTS

In addition to the librarians' reports, Ms. Olawski reported there have been no operational impacts for the library with the current Covid surge. The library continues to operate with no changes to service hours. Curbside service is still available; customers need to call their local library branch for pick up. Indoor programming has been suspended until February 1<sup>st</sup>. Meeting rooms are still being used by groups who had reserved them.

The Law Library has modifications starting today, January 10, 2022. An appointment is needed and once in the building, one needs to ring the doorbell for entry.

The Amy Tan event in March is still on at the Vacaville Performing Arts. At this time, identification, vaccine cards, and masks will be required. If you have a ticket from 2020, you can exchange it for a new 2022 ticket. On February 7, 2022, tickets will be released to the public.

Solano Reads, year-round reading challenge, started January 1, 2022. This is a system-wide reading challenge for all ages.

There are no updates on the Vacaville Cultural Center Library expansion project. All agreements have been signed and hopefully the project will start in the spring.

Lisa Lin, Admin Services Manager, is obtaining quotes for a new HVAC system at the Town Square Library.

Ms. Olawski reported there were 670 library card sign ups in September: 398 for VCC and 272 for VTS.

OLD BUSINESS

None

NEW BUSINESS

None

ITEMS OF INTEREST TO THE COMMISSION.

None.

DATE OF NEXT MEETING

The next Vacaville Library Commission meeting will be held on Monday, March 14, 2022, at 6:30 p.m.

ADJOURNMENT

Meeting adjourned at 7:00 p.m.

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Suzanne Olawski, Director of Library Services

Librarian's Report to the Vacaville Library Commission  
Vacaville Public Library-Cultural Center  
March 2022

Greetings, Commissioners:

We have continued to see an increase in activity from one month to the next. In January, the community borrowed over 18,000 items from this branch. In February, we lent out nearly 17,000 items even though we were open five fewer days than in January. Over the past six months, we have seen a steady increase in the average amount of items borrowed each day, which is very encouraging.

Outdoor Storytimes continue to grow. We have made some adjustments to time and day to accommodate feedback from participants. They occur every Tuesday and Friday at 11 a.m. This shift makes it so that parents participating in a city program at the Community Center can attend and because chilly days have a little more time to warm up. We will continue to offer Storytimes outdoors for the time being. However, the state has lifted mask requirements for schools, effective mid-March, so we expect we will resume indoor programming soon. In anticipation of this, we have created a programming space in the room that was once our computer center. This will give us an indoor space that can more comfortably hold the sizes of Storytimes that we have been seeing compared to the smaller meeting room.

We are also seeing an increase in the number of Literacy department students and tutors who wish to meet inside the library again. They had shifted to online meetings during most of the past two years, but many of them are now returning to in-person meetings. In December, our study rooms were not very popular. However, by February we're back to seeing them filled nearly all day.

There were no suspensions during this reporting period.

Events to Highlight:

The Master Gardeners from UC Davis will return to the Vacaville Cultural Center on the evening of Thursday, March 17 at 6pm. Their topic this month is Seeds: Planting, Choosing, Saving. They will continue to offer a new topic every third Thursday of the month.

Kids and families who wish to join us for Afternoon Adventures on Tuesday, March 15 at 3pm will be making birdhouses. On April 19, we will be making kites and windsocks. Given the popularity of hosting this program outdoors, the children's staff have been focusing on topics that would go especially well outside. We're hoping April 19 will be a nice, windy day, so that kids can test out their creations.

Mike Perkins  
Supervising Librarian  
Vacaville Public Library-Cultural Center

Librarian's Report to the Vacaville Library Commission  
Vacaville Public Library-Town Square (VTS)  
March 14, 2022

Greetings, Commissioners:

From January to February, VTS welcomed 9,120 visitors and circulated 15,664 items.

During the reporting period, staff presented 8 storytimes with 163 in attendance. 667 children and teens participated in library programs including Mobile Library school visits, Novel Knowledge Book Club, and Take & Make Kits.

We gave out 290 craft kits!

Total attendance for outreach programs was 163. These included the City of Vacaville Homeless Roundtable, Reading at the Barbershop, and St. Mary's Catholic Church visit.

Upcoming events highlights include:

- Leprechaun Hunt: Thursday, March 17<sup>th</sup>, 4:00 – 5:00 PM. Join us for a special story and craft. Then help us find leprechauns hiding in your library. All children ages are welcome.
- Outdoor Family Storytime at VTS: Wednesday, March 23<sup>rd</sup>, 12:30 – 1:00 PM. Bring a lunch and join us outside for stories, songs, take home crafts and more! All ages welcome.
- Preschool Storytime at VTS: Friday, April 1<sup>st</sup>, 10:00 – 10:30 AM. Join us for stories, songs, and rhymes for ages 3 and older. Siblings are welcome. Enjoy take a take home craft kit. This program occurs every Friday and may be moved to outdoors if weather permits.

There were no suspensions for inappropriate use of the Internet during the reporting period.

Respectfully submitted,  
Johnny Parker  
Supervising Librarian  
Solano County Library