

**Minutes of the
INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE FOR MEASURE L
Monday, September 20, 2021
Zoom Virtual Meeting**

1. CALL TO ORDER:

The meeting was called to order by Suzanne Olawski, Solano County Library Director of Library Services, at 6:02 p.m.

2. ROLL CALL AND ESTABLISHMENT OF QUORUM:

Members Present:

Carolyn Cadloni, City of Benicia; Dotty Schenk, City of Fairfield; Ariel Ortila, City of Suisun; Kathryn Clark Silveira, City of Vallejo

Members Absent:

Ginger Emerson, City of Dixon
Bruce DuClair, City of Vacaville
Ronald Heinrich, City of Rio Vista

Others Present:

David Dodd, Director of Benicia Public Library; Bret Prebula, Finance Director, City of Benicia; Lisa Lin, Admin Services Manager, Solano County Library; Cathy Sheldon, Office Assistant III, Solano County Library

3. INTRODUCTIONS:

Members and attendees introduced themselves.

ACTION 4. APPROVAL OF MINUTES:

Ms. Schenk moved to approve the minutes of the September 21, 2020 meeting; seconded by Ms. Cadloni. Motion carried. So ordered by 4-0 vote.

Yes Carolyn Cadloni
Yes Dotty Schenk
Yes Ariel Ortila
Yes Kathryn Clark Silveira

ACTION 5. APPROVAL OF AGENDA:

Ms. Clark Silveira moved to approve the September 20, 2021 agenda; Ms. Schenk seconded. Motion carried. So ordered by 4-0 vote.

Yes Carolyn Cadloni
Yes Dotty Schenk
Yes Ariel Ortila
Yes Kathryn Clark Silveira

6. PUBLIC COMMENT:

None.

7. CORRESPONDENCE:

None.

8. DIRECTORS' REPORTS:

Measure L Expenditure Plan reports from the library directors of Benicia Public Library and Solano County Library were attached. Also attached were the Solano County Measure L Ordinance, No. 2011-1724 and sections 11-302: Expenditure Plan and 11-314: Independent Citizens' Oversight Committee.

9. OLD BUSINESS:

None.

10. NEW BUSINESS:

ACTION

- a. Election of Officers-the Committee will elect a chair and co-chair

Ms. Schenk moved to elect Ms. Clark Silveira as Chair; Mr. Ortila seconded. Motion carried. So ordered by a 4-0 vote.

Yes Carolyn Cadloni

Yes Dotty Schenk

Yes Ariel Ortila

Yes Kathryn Clark-Silveira

Ms. Schenk moved to elect Ms. Cadloni as Co-Chair; Mr. Ortila seconded. Motion carried.

Yes Carolyn Cadloni

Yes Dotty Schenk

Yes Ariel Ortila

Yes Kathryn Clark Silveira

ACTION

- b. The Committee will review and prepare an annual report on the expenditures for the Board of Supervisors and the community.

Ms. Olawski stated that it is the Oversight Committee's intent to make the reports as transparent as possible so the public can see that the funds received from Measure L monies are being spent on:

- Materials
- Programs for children and youth
- Maintaining library hours
- Library building maintenance
- Literacy

The Committee reviewed and discussed the Measure L expenditure plans for Benicia and Solano County libraries.

Ms. Olawski, Director of Library Services, highlighted how the Measure L funds were spent for Solano County Library. During FY20-21, the Library made modifications to its business model to best serve residents during the COVID-19 pandemic health emergency. Youth programming was offered online but decreased slightly and service hours were modified in response to the COVID-19 global pandemic. Ms. Olawski reported the Library increased its digital resources offerings and transitioned to virtual literacy services. Measure L monies account for about 40% of the Library's overall budget.

Mr. Ortila inquired how the funds are distributed. Ms. Olawski stated distribution of Measure L monies for Solano County Library account for 16% materials, 74% salaries, 3% databases, and 7% operating costs expenditures. Mr. Ortila also inquired if the Measure L funds are based on projections; Ms. Olawski stated the library uses projections when preparing its annual budget.

Mr. Dodd, Director of Library and Cultural Services at Benicia Public Library, stated overall during the pandemic, Benicia Public Library maintained services, however shifted to providing more digital resources, online programs for children and offering curbside service. Mr. Dodd stated the Measure L monies are essential to the library; these monies allow the library to continue to stay open 62 hours a week. Measure L monies account for approximately 30% of the Benicia Public Library's total materials budget.

Ms. Schenk moved to accept the reports as presented and use them to prepare the annual report to the Board of Supervisors. Mr. Ortila seconded. Motion carried. So ordered by a 4-0 vote.

Yes Carolyn Cadloni
Yes Dotty Schenk
Yes Ariel Ortila
Yes Kathryn Clark Silveira

This report will be on the agenda for the Board of Supervisors meeting in October. Chair Clark Silveira will represent the committee at the Board of Supervisors meeting, along with Ms. Olawski.

12. ANNOUNCEMENTS/MEMBER REPORTS:

- a. Ms. Schenk share her book, *Mischa's Dream: A Christmas Story* is out. The Town Square Writer's Group will be at the Vacaville Farmer's market and will have their books for sale.

13. DATE OF NEXT MEETING:

September 19, 2022 at 6:00 pm.

14. ADJOURNMENT:

The meeting adjourned at 6:35 p.m.