

# VACAVILLE LIBRARY COMMISSION

January 9, 2023 - 6:30 p.m.

LOCATION: Vacaville Cultural Center Library - 1020 Ulatis Drive, Vacaville, CA 95687

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## AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
4. APPROVAL OF MINUTES of November 14, 2022 - Attachment 1 **ACTION**
5. APPROVAL OF AGENDA **ACTION**
6. COMMENTS FROM THE FLOOR (3-minute time limit per individual)  
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.  
  
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 stand and state your name and address.
7. CORRESPONDENCE
8. LIBRARIANS' REPORTS – Attachment 2
9. OLD BUSINESS
10. NEW BUSINESS
11. ITEMS OF INTEREST TO THE COMMISSION
12. DATE OF NEXT MEETING: March 13, 2023
13. ADJOURNMENT

Minutes of the  
Vacaville Library Commission  
November 14, 2022

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**CALL TO ORDER**

Ms. Valdez called the meeting to order at 6:30 p.m.

**ROLL CALL AND ESTABLISHMENT OF QUORUM**

Members Present

Cathy Valdez

Peggy Rollins

Beatryce Clark

Steve Vidmar

Members Absent

Dave McCallum

Others Present

Suzanne Olawski, Director of Library Services, Solano County Library

Johnny Parker, Supervising Librarian, Vacaville Town Square Library

Cathy Sheldon, Office Assistant III, Solano County Library

**INTRODUCTIONS**

Steve Vidmar, new member to the Vacaville Library Commission.

**APPROVAL OF MINUTES**

The minutes of the meeting of September 12, 2022, Regular Meeting were unanimously approved on motion of Ms. Rollins and seconded by Mr. Vidmar. Motion carried. So ordered by 4-0 vote.

**APPROVAL OF AGENDA**

The November 14, 2022, agenda was unanimously approved on motion of Ms. Clark and seconded by Ms. Rollins. Motion carried. So ordered by 4-0 vote.

**COMMENTS FROM THE FLOOR**

Items on the agenda

None.

**CORRESPONDENCE**

None.

**LIBRARIANS' REPORTS**

In addition to the librarians' reports, Ms. Olawski reported the library's new computer system, Polaris, will be live on January 11, 2023. The library will open two hours late (11 a.m.) that day so all records

can be downloaded. Ms. Olawski shared the library also will open two hours late in September due to an All-Staff meeting; she will remind the Commission once the date is closer. The Library's annual reading program for all ages, *Solano Reads*, kicks off 2023 by challenging readers to read 20 books from 50 different categories. Program information will be posted to the Library's website. The Library is looking into software for reserving meeting rooms and study rooms. The Vacaville Cultural Center Library project is moving forward. Ms. Olawski reported the library is working on an amendment to the service agreement with CannonDesign and a service agreement with Gilbane Building Company as next steps include developing a current cost model and determining feasibility of an addition for a total budget cost not to exceed \$15M. Ms. Olawski will continue to update the Commission about the project.

**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, January 9, 2023, at 6:30 p.m.

**ADJOURNMENT**

Meeting adjourned at 7:15 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  
December 2022

Greetings, Commissioners:

Thanks to the holidays, the library has grown accustomed to a slow down during December and January. This year will be a little different (and maybe a little more chaotic!) because we are migrating to a new library catalog system. The tail end of December and the first two weeks of January will see some minor disruptions in services while that migration happens. Library services will continue but may be a little rocky. The ability to place materials on hold and delivered to another branch is suspended temporarily, and for about ten days we will be unable to use either our old catalog or the new one. We are excited, however, for the week of January 11, when the new catalog system is slated to launch. The public interface for the catalog is much improved from the previous version and it has a slew of tools and capabilities that we previously lacked.

The library is also nearing completion of a new Strategic Plan that will inform our decision making and priorities over the next several years. Polaris (our new cataloging system) has many new features that will give us opportunities to expand and enhance existing services, so this is a perfect time to be writing a new plan that can take that into account.

Events to Highlight:

*Afternoon Adventures* on Tuesdays at 3:30 in January has a variety of activities: Board Games (1/3), Video Games (1/10), LEGOs (1/17), Crafts (1/24), and "Minute to Win It" silly games (1/31).

Our regularly scheduled *Storytimes* return from the holidays the first week of January: Tuesday, January 3<sup>rd</sup> with *Preschool Storytime*, *Baby Lapsit* on Thursday, January 5, and *Toddler Storytime* on Friday, January 6. All Storytimes are at 10 am.

Kids and families are invited to a special afternoon *Bedtime Stories and Stuffy Sleepover* Tuesday, January 10 at 4:30. We'll read stories and then kids can leave their favorite stuffy over night in the library and return the next day to collect their friend, along with some photos of what their buddy was up to!

Mike Perkins  
Supervising Librarian  
Vacaville Public Library-Cultural Center

Librarian's Report to the Vacaville Library Commission  
Vacaville Town Square Library (VTS)  
January 9, 2023

Greetings, Commissioners:

From November to December, VTS welcomed 12,306 visitors and circulated 12,932 items.

During the reporting period, staff presented 31 storytimes with 814 in attendance. 1,026 children and teens participated in library programs including Storytimes (Baby Bounce, Toddler, Outdoor, Pajama, and Preschool), Afternoon Adventures, Teen Book Club, and PAWS. We delivered a total of 213 books for the Reading at the Barbershop program!

Total attendance for outreach programs was 309. These included the Mobile Library school visits, Reading at the Barbershop, and the Youth Roundtable.

Upcoming events highlights include:

- Afternoon Adventures – Crazy About Crafts: Thursday, January 12<sup>th</sup>, 4:00 – 5:00 PM. Join us for an afternoon of crafting fun! A wide variety of crafts will be available. Visit us for a different fun activity every Thursday!
- Celebrate Burns Night: Thursday, January 26<sup>th</sup>, 6:00 – 8:00 PM. Celebrate the delightful Scottish tradition of Burns Night, California style! Featuring harpist Sandra Fromm, we will enjoy poetry, music, and historical facts about Scotland's national poet, Robert Burns. Space is limited. Please be sure to register.
- Novel Knowledge Book Club – Brown Girl Dreaming and Coretta Scott King: Wednesday, February 1<sup>st</sup>, 4:00 – 5:00 PM. Is your child participating in the Novel Knowledge program at their school? Join us as we discuss each book and help prepare for competition by collaborating with other students.
- Afternoon Adventures – Art Lab Rock Painting: Thursday, February 2<sup>nd</sup>, 4:00 – 5:00 PM. Join us for an afternoon of painting whimsical designs on rocks. Take a rock home to keep, give a friend, or hide for someone else to discover.

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

Respectfully submitted,  
Johnny Parker  
Supervising Librarian  
Solano County Library