

**Minutes of the
SOLANO COUNTY LIBRARY ADVISORY COUNCIL**

March 20, 2023 6:30 p.m.

1. **CALL TO ORDER**

The meeting was called to order by Chair McCallum at 6:32 p.m.

2. **ROLL CALL AND ESTABLISHMENT OF QUORUM**

Members Present: Noah Dove, Stephanie Cobb, Dotty Schenk, Lloyd McCabe, Neil Hall, Dave McCallum, Diane Barney

Members Absent: Ariel Ortila, Sergio Maciel, Kelli Mahoney

Others Present: Suzanne Olawski, Solano County Library Director of Library Services; Mike Eitner, Solano County Library Assistant Director; Lisa Lin, Solano County Library Admin Services Manager, Cathy Sheldon, Solano County Library Office Assistant

3. **INTRODUCTIONS**

None.

4. **APPROVAL OF MINUTES** of January 23, 2023- Attachment 1

Mr. Hall moved to approve January 23, 2023, meeting minutes; Mr. McCabe seconded. Motion carried. So ordered by 6-0 vote. (Ms. Barney not present)

5. **APPROVAL OF AGENDA**

Mr. McCabe moved to approve the march 20, 2023, agenda; Ms. Cobb seconded. Motion carried. So ordered by 6-0 vote. (Ms. Barney not present)

6. **PUBLIC COMMENT**

None.

7. **CORRESPONDENCE**

None.

8. **DIRECTOR'S REPORT** – Attachment 2

The Council reviewed Ms. Olawski's written report. Ms. Olawski reported the library will acquire 300 hotspots, 25 Chromebooks, 250 tablets, and 1 mobile router from ARPA funding allocated by the County. The New York Times electronic resource is available with access to NY Times Cooking, Games, and Athletic (sports). The library's annual report was distributed along with the Solano County's 2022 annual report. Ms. Olawski shared changes to the Brown Act.

Mr. Dove inquired about the circulation statistics (graph); he also inquired about the budget and revenue received from Fish and Game. Mr. Eitner explained some statistics are reported as year-to-date and as opposed to an annual compilation.

Mr. McCallum inquired about the new library computer software, Polaris, and how it is going. He also inquired about fundraising to acquire additional mobile hotspots because of their popularity. Ms. Olawski reiterated the library will be adding 300 more hotspots.

Mr. McCallum inquired about job specifications for librarian and library associate. He asked if degrees are required for those positions or can someone be hired if they are working on their degree. Ms. Olawski stated degrees are required for those positions. The library hopes in near future to review job specifications and required minimum qualifications to allow greater flexibility for hiring and promoting.

This process would involve Human Resources, Civil Service Commission, and Unions. Mr. Eitner stated Solano County Human Resources requires a copy of a degree/diploma during the application process for the position of librarian and library associate, and if not attached, the application is denied.

Ms. Barney inquired about facilities with the damage at the JFK Library due to the fire and with the heavy rainstorms. Ms. Olawski stated an insurance claim was submitted for the JFK Library damage and the City of Vallejo is working on repairs. There were some water leaks at the Dixon Library and Vacaville libraries but nothing significant. Ms. Lin is on top of facility issues at the different library locations.

9. OLD BUSINESS

None.

10. NEW BUSINESS

- a. The Council will discuss the FY 2023/24 requested budget and may take action-Attachment 3

Mr. Hall moved to approve the FY2023/24 requested budget; Ms. Barney seconded. Motion carried. So ordered 7-0 vote.

11. ANNOUNCEMENTS/MEMBER REPORTS

Mr. Dove shared the window at JFK Library is still broken. He inquired about the damage to the library by the unsheltered people outside the library. Ms. Olawski stated the JFK Library is a City of Vallejo building and Mr. Dove would need to contact the City about issues concerning the unsheltered population outside the building.

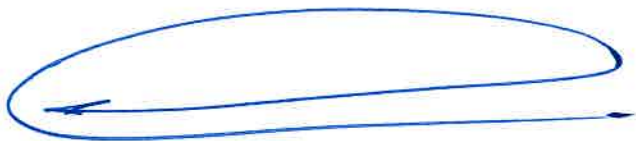
Ms. Schenk shared the Vacaville Town Square Writers will hold a book sale/book event on May 5th & 6th.

Ms. Barney shared is happy to be back attending the meetings.

Mr. McCallum shared about the Banned Book movement across America.

- 12. DATE OF NEXT MEETING:** May 15, 2023
Vacaville Town Square Library
1 Town Square Place, Vacaville, CA 95688

- 13. ADJOURNMENT** 7:45 p.m.



Suzanne Olawski
Director of Library Services