

**Vacaville Public Library-Cultural Center**  
1020 Ulatis Drive  
Vacaville, CA 95687

**Library Commission Meeting**  
September 9, 2019  
Meeting Room

CALL TO ORDER

President Carol Sue Robison called the meeting to order at 6:30 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

**Members present:**

Beatryce Clark  
Dave McCallum  
Carol Sue Robison  
Cathy Valdez

**Members absent:**

Cassandra Patton

**Others present:**

Bonnie Katz, Director of Library Services  
Johnny Parker, Supervising Librarian  
Shelly Dally, Vacaville Unified School District Board Member  
Cathy Sheldon, Office Assistant

INTRODUCTIONS

Ms. Katz introduced Cathy Sheldon. Cathy will record the meeting minutes this evening.

APPROVAL OF MINUTES

The minutes of the meeting of June 10, 2019 were unanimously approved on motion of Ms. Clark and seconded by Ms. Robison. So ordered by 4-0 vote.

APPROVAL OF AGENDA

After correcting the spelling of Ms. Valdez's first name, the agenda as amended, was unanimously approved on motion of Ms. Robison and seconded by Mr. McCallum. So ordered by 4-0 vote.

COMMENTS FROM THE FLOOR

**Items on the agenda**

None.

**Items not on the agenda**

CORRESPONDENCE

None.

### LIBRARIANS' REPORTS

The change to the Vacaville Town Square Library's report was the date in the heading.

Both Ms. Valdez and Mr. McCallum commented on the upcoming Left Coast Paranormal program coming to Town Square Library in October. Mr. Parker stated this is a very popular program at the library and is well attended. Mr. McCallum stated there are other similar programs around town that are very popular as well.

Mr. Parker reported both Vacaville libraries are working together on storytime scheduling. He stated some parents attend at both locations. He has seen his customers attend at Cordelia Library as well. Ms. Robison stated maybe the homeschoolers attend at Cordelia.

Ms. Robison inquired if Town Square has the Read to a Dog program. Mr. Parker stated yes, and they currently have three dogs.

Ms. Valdez noticed the Opioid Epidemic Discussion program is the same date and around the same time as the Folklorico program however after reviewing they are at different locations.

Mr. McCallum inquired why VTS is not participating in Homework Help. Mr. Parker reported the attendance is very low. VTS will promote Tutor.com for customers. VCC offers Homework Help and the program is successful. Mr. Parker will monitor the demand for Homework Help at VTS.

In addition to the Supervising Librarians' reports, Ms. Katz announced a new library program, 1000 Books Before Kindergarten. The program helps promote reading to newborns to children entering Kindergarten. It encourages parents to read to their children. Ms. Katz stated this is a national program that encourages parent and child bonding through reading. Ms. Katz distributed program flyers to the Commission.

Ms. Katz announced the annual Teen Writing Contest. All the information is on the library's website.

Ms. Katz announced the circulation of musical instruments at the Cordelia Library. This is a pilot program as it was part of a staff innovation grant. If this is successful it will be offered at other library locations. The library funds the innovation grants. Mr. Parker submitted a grant for charging stations and was awarded his grant. He explained a little about his idea. The library is now circulating Wi-Fi hotspots because of a staff innovation grant. Ms. Katz stated this is also a learning experience in project management for staff as well. Mr. McCallum stated this is great idea for staff morale.

OLD BUSINESS

FY2019-2020 budget revision – The Commission will hear a budget revision and may take action. **ACTION**

Ms. Katz distributed the revised budget for FY 19/20. She explained final figures are not available until after the previous fiscal year ends. Ms. Katz explained the fund balance, revenues and expenses. Ms. Valdez commented she appreciated the comparison to the other libraries. After some discussion, on motion of Ms. Robison and seconded by Mr. McCallum, the commission approved the FY 2019/2020 budget revision. So ordered by a 4-0 vote.

Expansion of the Cultural Center Library – the Commission will discuss the expansion to the Cultural Center Library and may make a recommendation for the lot line adjustment. **ACTION**

Ms. Katz reported the lot line adjustment was approved in July by the City of Vacaville. Ms. Katz is requesting approval from the Commission to present the lot line adjustment to the Library Board on September 26, 2019. On motion of Mr. McCallum and seconded by Ms. Clark, the Commission approved the lot line adjustment agenda item to be presented to the Library Board by Ms. Katz. So ordered by a 4-0 vote.

Election of President – the Commission will elect a President for fiscal year 2019-2020. **ACTION**

The election of Carol Sue Robison as President to the Vacaville Library Commission was unanimously approved on motion of Ms. Valdez and seconded by Mr. McCallum. So ordered by a 4-0 vote.

NEW BUSINESS

Commissioner re-appointment – the Commission will discuss and may take action on recommending the re-appointment of Cathy Valdez to the Vacaville Library Commission. **ACTION**

The re-appointment of Cathy Valdez to the Vacaville Library Commission was unanimously approved on motion of Ms. Clark and seconded by Ms. Robison. So ordered by 4-0 vote.

Commissioner re-appointment – the Commission will discuss and may take action on recommending the re-appointment of Dave McCallum to the Vacaville Library Commission. **ACTION**

The re-appointment of Dave McCallum to the Vacaville Library Commission was unanimously approved on motion of Ms. Robison and seconded by Ms. Valdez. So ordered by 4-0 vote.

ITEMS OF INTEREST TO THE COMMISSION.

Ms. Katz announced there is a Library Board meeting on September 26th and she will send out a link to the agenda and ask that a representative of the Commission be present. Ms. Robison stated she will attend the meeting.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, November 4, 2019 at 6:30 p.m. at the Cultural Center Library Conference Room. This is the first Monday in November since the second Monday in November is Veterans Day and the library is closed.

ADJOURNMENT

Meeting adjourned at 7:10 p.m.



Stephanie Hope-Cochran, Library Branch Manager