



Thursday, December 15, 2022
Vacaville Library Board Organizational Meeting

Vacaville Unified School District
Library District Organizational Meeting

EDUCATIONAL SERVICES CENTER
401 Nut Tree Road
Vacaville, California 95687

VUSD Board of Trustees meetings are conducted according to Rosenberg's Rules of Order

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Superintendent's Office at (707) 453-6101. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection at the Educational Services Center located at 401 Nut Tree Road, Vacaville, CA 95687 during normal business hours. In addition, such writings and documents are posted to the District's website, <https://www.vacavilleusd.org>.

1. TELECONFERENCE/ATTEND MEETING INFORMATION

Subject **A. Options to view and/or participate in meeting**
Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting
Category 1. TELECONFERENCE/ATTEND MEETING INFORMATION
Type Procedural

There are two options to view and/or participate in this meeting:

- 1) Attend in-person at the Educational Services Center, 401 Nut Tree Road, Vacaville, CA 95687. Open session begins at 6:20 p.m. Public comments can be made in-person or in writing via this [form](#).
- 2) View YouTube live stream: <https://www.youtube.com/playlist?list=PLA4TLF5sgWi04Euu5-MmH0Ip66HNJU2ZZ>.

2. OPENING OF MEETING

Subject **A. Establish Quorum/Call to Order**
Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting
Category 2. OPENING OF MEETING
Type Procedural

Subject **B. Approval of December 15, 2022 Agenda**

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting
Category 2. OPENING OF MEETING
Type Action
Recommended Action It is requested that the Board approve the December 15, 2022 agenda as presented.
Board Member Vote:

Motion & Voting

It is requested that the Board approve the December 15, 2022 agenda as presented.
Board Member Vote:

Motion by John Jansen, second by Kelly Welsh.

Final Resolution: Motion Passed

Yes: Cecil Conley, John Jansen, Michael Kitzes, Daniel Santellan, Kelly Welsh, Nancy Dunn

Subject C. Approval of September 22, 2022 Minutes (attachment)

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting
Category 2. OPENING OF MEETING
Type Action
Recommended Action It is requested that the Board approve the September 22, 2022 minutes as presented.
Board Member Vote:

File Attachments

[September 22, 2022 Vacaville Library Board Regular Meeting Minutes.pdf \(94 KB\)](#)

Motion & Voting

It is requested that the Board approve the September 22, 2022 minutes as presented.
Board Member Vote:

Motion by Cecil Conley, second by John Jansen.

Final Resolution: Motion Passed

Yes: Cecil Conley, John Jansen, Michael Kitzes, Daniel Santellan, Kelly Welsh, Nancy Dunn

3. COMMENTS FROM THE FLOOR

Subject A. Comments from the Floor

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting
Category 3. COMMENTS FROM THE FLOOR
Type Public Comment

Persons wishing to address the Board may submit their request to speak in advance by completing a Request to Speak form. To submit a request in advance or to submit a written comment, please fill out this [form](#) by 5:30 p.m. on the day of the meeting. There is a 3-minute time limit per individual speaker; however, depending on the number of speakers on a specific topic, the 3-minute time limit may be reduced.

Persons who have complaints against Board Members or staff are encouraged to seek resolution of those complaints by utilization of the Vacaville Unified School District written complaint procedure rather than orally addressing them at a meeting. Speakers are cautioned that under California law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

4. ELECTION OF OFFICERS

Subject **A. Election of President**

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting

Category 4. ELECTION OF OFFICERS

Type Action

Recommended _____ be elected President of the Library Board for the term December 15, 2022 through
Action December 14, 2023.
Board Member Vote:

The Board will elect its President of the Library Board for the term December 15, 2022 through December 14, 2023.

Motion & Voting

Michael Kitzes be elected President of the Library Board for the term December 15, 2022 through December 14, 2023.
Board Member Vote:

Motion by John Jansen, second by Cecil Conley.

Final Resolution: Motion Passed

Yes: Cecil Conley, John Jansen, Michael Kitzes, Daniel Santellan, Kelly Welsh, Nancy Dunn

Subject **B. Election of Secretary**

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting

Category 4. ELECTION OF OFFICERS

Type Action

Recommended _____ be elected Secretary of the Library Board for the term December 15, 2022 through
Action December 14, 2023.
Board Member Vote:

The Board will elect its Secretary of the Library Board for the term December 15, 2022 through December 14, 2023.

Motion & Voting

Cecil Conley be elected Secretary of the Library Board for the term December 15, 2022 through December 14, 2023.
Board Member Vote:

Motion by John Jansen, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: Cecil Conley, John Jansen, Michael Kitzes, Daniel Santellan, Kelly Welsh, Nancy Dunn

5. ACTION ITEMS

Subject **A. Adoption of Resolution No. 1, 2022-23, Resolution for Vacaville Library Board
Establishing Quarterly Meetings (attachment)**

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting

Category 5. ACTION ITEMS

Type Action

Recommended Action It is requested that the Board approve Resolution No. 1, 2022-23, Establishing Quarterly Library District Meetings.
ROLL CALL VOTE:

Education Code Section 18380 requires quarterly Library Board meetings. This resolution enables the Library Board to schedule quarterly meetings accordingly.

File Attachments

[Resolution No. 1, 2022-23, Establishing Quarterly Library District Meetings.pdf \(86 KB\)](#)

Motion & Voting

It is requested that the Board approve Resolution No. 1, 2022-23, Establishing Quarterly Library District Meetings.
ROLL CALL VOTE:

Motion by John Jansen, second by Kelly Welsh.

Final Resolution: Motion Passed

Yes: Cecil Conley, John Jansen, Michael Kitzes, Daniel Santellan, Kelly Welsh, Nancy Dunn

Subject B. Establish Library Board Meeting Dates and Locations

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting

Category 5. ACTION ITEMS

Type Action

Recommended Action It is requested that the Board approve the recommended Library Board meeting dates for 2023 as presented.
Board Member Vote:

The following dates are recommended for the regularly scheduled Library Board meetings for 2023: March 9, June 15, September 21, and December 14. Regular Library meetings are to be held at the Vacaville Unified School District's Educational Services Center.

Motion & Voting

It is requested that the Board approve the recommended Library Board meeting dates for 2023 as presented.
Board Member Vote:

Motion by Cecil Conley, second by John Jansen.

Final Resolution: Motion Passed

Yes: Cecil Conley, John Jansen, Michael Kitzes, Daniel Santellan, Kelly Welsh, Nancy Dunn

6. STAFF REPORTS AND PRESENTATIONS

Subject A. Library Commission Report

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting

Category 6. STAFF REPORTS AND PRESENTATIONS

Type Information

Suzanne Olawski, Director of Library Services, will provide a report on issues and items of interest to the Library Board on behalf of the Vacaville Library Commission.

Subject B. Library Director's Report

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting

Category 6. STAFF REPORTS AND PRESENTATIONS

Type Information

Suzanne Olawski, Director of Library Services, will provide a report on current issues and items of interest to the Library Board.

7. ADJOURNMENT

Subject A. Adjourn December 15, 2022 Meeting

Meeting Dec 15, 2022 - Vacaville Library Board Organizational Meeting

Category 7. ADJOURNMENT

Type Procedural

Vacaville Library Board Regular Meeting (Thursday, September 22, 2022)

Generated by Teresa Flores on Tuesday, September 27, 2022

Members present

Cecil Conley, Michele Dally, Michael Kitzes, Daniel Santellan, Santiago Serrato, Kelly Welsh

Meeting called to order at 6:17 PM**1. TELECONFERENCE/ATTEND MEETING INFORMATION**

Procedural: A. Options to view and/or participate in meeting

2. OPENING OF MEETING

Procedural: A. Establish Quorum/Call to Order

Trustee Kitzes called the meeting to order at 6:20 p.m. President Jansen was absent from the meeting.

Action: B. Approval of September 22, 2022 Agenda

It is requested that the Board approve the September 22, 2022 agenda as presented.

Board Member Vote:

Motion by Daniel Santellan, second by Cecil Conley.

Final Resolution: Motion Passed

Yes: Cecil Conley, Michele Dally, Michael Kitzes, Daniel Santellan, Santiago Serrato, Kelly Welsh

Action, Minutes: C. Approval of June 30, 2022 Minutes

It is requested that the Board approve the June 30, 2022 Regular Library Board meeting minutes as presented.

Board Member Vote:

Motion by Cecil Conley, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: Cecil Conley, Michele Dally, Michael Kitzes, Daniel Santellan, Santiago Serrato, Kelly Welsh

3. COMMENTS FROM THE FLOOR

Public Comment: A. Comments from the Floor

There were no comments from the floor.

4. RECOGNITION

Recognition: A. Solano County Library Donation Recognition [3 minutes]

EL/Immersion/Categorical Program Coordinator Luci Del Rio and EL Program Coordinator Maria Rosa Serrano honored Solano County Library Program Assistant Teresa Lavell for a recent book donation to the VUSD community.

5. ACTION ITEMS

Action: A. Adoption of the Vacaville Library District Revised Budget for 2022-23 (attachments)

It is requested that the Board approve the 2022-23 Vacaville Library District revised budget as presented.

Board Member Vote:

Motion by Daniel Santellan, second by Cecil Conley.

Final Resolution: Motion Passed

Yes: Cecil Conley, Michele Dally, Michael Kitzes, Daniel Santellan, Santiago Serrato, Kelly Welsh

Action: B. Approval of Appointment of Library Commissioner

It is requested that the Board approve the appointment of Steve Vidmar to the Library Commission for the unexpired term of October 1, 2022 to June 30, 2023, and the three-year term of July 1, 2023 to June 30, 2026.

Board Member Vote:

Motion by Cecil Conley, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: Cecil Conley, Michele Dally, Michael Kitzes, Daniel Santellan, Santiago Serrato, Kelly Welsh

6. STAFF REPORTS AND PRESENTATIONS

Information: A. Presentation on the History and Operations of the Vacaville Libraries

Solano County Library Director Suzanne Olawski provided information on the history and governance of the Vacaville Unified School District Library District, past and current library locations, and agreements between the VUSD Library District and the City of Vacaville, Recology Vacaville Solano, and Solano County.

Information: B. Library Commission Report

Library Commissioner Dave McCallum reported on various summer and upcoming events at the two Vacaville library locations. Mr. McCallum also encouraged the community to acquire a library card during September Library Card Sign Up Month.

7. ADJOURNMENT

Procedural: A. Adjourn September 22, 2022 Meeting

There being no further business, Trustee Kitzes adjourned the meeting at 7:01 p.m.

VACAVILLE UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 1, 2022-23

**RESOLUTION OF THE VACAVILLE LIBRARY DISTRICT BOARD
REGARDING QUARTERLY MEETINGS**

WHEREAS, the Vacaville Unified School District Library District Board of Trustees serves as the governing body for the Vacaville Public Library when sitting as the Vacaville Library District Board of Trustees; and

WHEREAS, according to amended Education Code Section 18380, a Board of Library Trustees shall schedule meetings quarterly at such time and place as it may fix by resolution.

NOW, THEREFORE, BE IT RESOLVED that the Vacaville Library District Board of Trustees will meet quarterly at a place, time, and date to be advertised in accordance with applicable regulations.

PASSED AND ADOPTED by the Vacaville Library Board of Trustees, Vacaville, Solano County, California, this 15th day of December 2022 by the following votes:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

CERTIFICATION

I, _____, Secretary to the Vacaville Unified School District Library Board, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the said Board at a regular meeting thereof at the time and by the vote above stated, which Resolution is on file in the administrative offices of said School District.

Secretary