



**Thursday, March 9, 2023  
Vacaville Library Board Regular Meeting**

**Vacaville Unified School District  
Regular Library District Meeting**

**EDUCATIONAL SERVICES CENTER  
401 Nut Tree Road  
Vacaville, California 95687  
6:20 PM**

**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                    Mar 9, 2023 - Vacaville Library Board Regular 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>.

PLEASE NOTE: Trustee Kelly Welsh will be participating in the meeting via Zoom from 2101 Mandalay Beach Road, Oxnard, CA 93035.

**2. OPENING OF MEETING**

**Subject**                    **A. Establish Quorum/Call to Order**  
Meeting                    Mar 9, 2023 - Vacaville Library Board Regular Meeting  
Category                    2. OPENING OF MEETING

Type Procedural

**Subject B. Approval of March 9, 2023 Agenda**

Meeting Mar 9, 2023 - Vacaville Library Board Regular Meeting

Category 2. OPENING OF MEETING

Type Action

Recommended Action It is requested that the Board approve the March 9, 2023 agenda as presented.  
ROLL CALL VOTE:

Motion & Voting

It is requested that the Board approve the March 9, 2023 agenda as presented.  
ROLL CALL VOTE:

Motion by John Jansen, second by Daniel Santellan.  
Final Resolution: Motion Passed  
Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Kelly Welsh, Nancy Dunn

**Subject C. Approval of December 15, 2022 Minutes (attachment)**

Meeting Mar 9, 2023 - Vacaville Library Board Regular Meeting

Category 2. OPENING OF MEETING

Type Action, Minutes

Recommended Action It is requested that the Board approve the December 15, 2022 Organizational Library Board meeting minutes as presented.  
ROLL CALL VOTE:

Minutes [View Minutes](#) for Dec 15, 2022 - Vacaville Library Board Organizational Meeting

File Attachments  
[December 15, 2022 Library Board Organizational Meeting Minutes.pdf \(99 KB\)](#)

Motion & Voting

It is requested that the Board approve the December 15, 2022 Organizational Library Board meeting minutes as presented.  
ROLL CALL VOTE:

Motion by John Jansen, second by Daniel Santellan.  
Final Resolution: Motion Passed  
Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Kelly Welsh, Nancy Dunn

### **3. COMMENTS FROM THE FLOOR**

---

**Subject A. Comments from the Floor**

Meeting Mar 9, 2023 - Vacaville Library Board Regular 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. STAFF REPORTS AND PRESENTATIONS**

---

**Subject**                    **A. Library Director's Report**

Meeting                    Mar 9, 2023 - Vacaville Library Board Regular Meeting

Category                    4. STAFF REPORTS AND PRESENTATIONS

Type

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

#### **5. ADJOURNMENT**

---

**Subject**                    **A. Adjourn March 9, 2023 Meeting**

Meeting                    Mar 9, 2023 - Vacaville Library Board Regular Meeting

Category                    5. ADJOURNMENT

Type                        Procedural

**Vacaville Library Board Organizational Meeting (Thursday, December 15, 2022)**

*Generated by Teresa Flores on Friday, December 16, 2022*

**Members present**

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

**Meeting called to order at 6:55 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

President Kitzes called the meeting to order at 6:55 p.m. Trustee Serrato was absent from the meeting.

Action: B. Approval of December 15, 2022 Agenda

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

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

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

Public Comment: A. Comments from the Floor

There were no comments from the floor.

4. ELECTION OF OFFICERS

Action: A. Election of President

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

Action: B. Election of Secretary

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

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

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

Action: B. Establish Library Board Meeting Dates and Locations

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

Information: A. Library Commission Report

Director of Library Services Suzanne Olawski introduced new Library Commissioner, Steve Vidmar. Ms. Olawski also reported that Solano County libraries have a new online tutoring program for K-12 students, sponsored by the State of California; and the Town Square library is partnering with Solano County Health and Human Services to provide services for the County's WIC program.

Information: B. Library Director's Report

Director of Library Services Suzanne Olawski reported that the Vacaville libraries will be opening late on January 11 to allow for the transition of new software; Cultural Center library expansion planning is moving forward; and staff will be applying for grant funds soon for facility infrastructure and digital equity.

## 7. ADJOURNMENT

Procedural: A. Adjourn December 15, 2022 Meeting

There being no further business, President Kitzes adjourned the meeting at 7:10 p.m.