

VACAVILLE LIBRARY COMMISSION

January 13, 2020

6:30 p.m.

LOCATION: Vacaville Public Library – Cultural Center, Conference Room

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Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Vacaville Public Library – Cultural Center, 1020 Ulatis Drive, Vacaville, CA during normal business hours.

AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
4. APPROVAL OF MINUTES of September 9, 2019-Attachment 1 -**ACTION**
5. APPROVAL OF AGENDA – **ACTION**
6. COMMENTS FROM THE FLOOR (10-minute time limit per individual)
 - a. 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.
 - b. 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 – The Vacaville libraries' Supervising Librarians' reports are issued in written format in the interest of time. Questions on any of the topics may be presented at the meeting – Attachment 2

9. OLD BUSINESS

Expansion of the Cultural Center Library – the Commission will discuss the expansion to the Cultural Center Library.

10. NEW BUSINESS

11. ITEMS OF INTEREST TO THE COMMISSION

12. DATE OF NEXT MEETING: March 9, 2020

13. ADJOURNMENT

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.

A handwritten signature in blue ink that reads "Stephanie Hope-Cochran". The signature is written in a cursive style with a horizontal line underneath the name.

Stephanie Hope-Cochran, Library Branch Manager

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Cultural Center (VCC)
January 13, 2020

Greetings, Commissioners:

During the months of November and December, VCC welcomed 29,682 visitors and circulated 46,241 items.

During November and December, staff presented 32 storytimes, with 1012 in attendance. Two-hundred fourteen school-age children participated in library programs which included PAWS for Reading, Afternoon Adventures, and Homework Help among others. Total attendance for children's programming in November and December was 1226.

Thirteen teens participated in two programs at VCC during the reporting period. Programs included the K-Pop Party and the Finals Exam Cram.

Total attendance for 11 adult programs was 117. These included Knot Just Knitters, Genealogy Workshop, Writers' Group, Road to Employment, and the Genealogical Society Discussion Group among others.

Staff made nine outreach visits and connected with 1035 people.

Upcoming January programs will include:

Hoopla Workshop – Read eBooks, watch movies and listen to audiobooks for free using Hoopla with your library card. Friendly library staff will demonstrate how to use Hoopla using your smartphone, tablet or laptop. You must bring your own device and have a working email to participate. Spots are limited so RSVP at the library or call 1-866-572-7587. Tuesday, January 7. 6:30 p.m.

Roving Readers Book Club - Is reading more books one of your New Year's resolutions? Maybe it's to exercise more? Why not do both? Join us for the first meeting of the Roving Readers Book Club! Each month we will meet and discuss a book while going for a walk outside. Wednesday, January 8. 11 a.m.

UC Davis Raptor Center. Once again The Raptor Center will bring their fascinating birds. Learn about these amazing animals and see them live & up close. Wednesday, January 21. 3:30 p.m.

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

Respectfully submitted,
Nancy Redfield
Supervising Librarian
Vacaville Public Library-Cultural Center

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Town Square (VTS)
January 13, 2020

Greetings, Commissioners:

From November to December, VTS welcomed 22,986 visitors and circulated 21,787 items.

During the reporting period, staff presented 36 storytimes, with 1,522 in attendance. 2,229 children and teens participated in library programs, including Afternoon Adventures, City of Vacaville Christmas Wish List, Gingerbread Houses, Pies & Crafts, PAWS, Tween Art and Solano Kids Read. There were 99 sessions with the AWE Children's Learning Computer.

Total attendance for 17 adult programs was 1,439. These included the Book Club, Crafty Greetings, Barbershop Harmony, Sacramento RiverBells, Radio Theatre, Thanksgiving & Holiday Selfies, and the Writer's Coffee Club.

Upcoming program highlights include:

- "Explore Your Potential" – Department of Rehabilitation: Monday, January 13th, 3:30 – 4:30 PM. The California Department of Rehabilitation (DOR) provides valuable skills that assist special needs students from ages 16 - 21. DOR Student Services can provide valuable skills and workplace preparation for students with an Individualized Education Program (IEP), 504 Plan, or a disability. Our January presentation will focus on Job Exploration Counseling.
- National Make A Blanket Day with Project Linus: Saturday, January 25th, 11:00 AM – 2:00 PM. In celebration of National Make A Blanket Day, members from Project Linus – Solano County Chapter will be at the Vacaville Town Square Library creating blankets, handmade with love, for children and teens in need.
- Valentine Classic Movie Nite – 1939's "Made for Each Other": Thursday, February 13th, 6:30 – 8:00 PM. Join us for a special night of sweet treats and the 1939 film, "Made for Each Other". The film stars Carole Lombard and Jimmy Stewart in this drama/comedy romance that'll remind you how love can overcome all odds. Complimentary refreshments and Valentine treats will be served.
- Tuskegee Airmen Heritage – Chapter of Greater Sacramento: Thursday, February 20th, 6:30 – 8:00 PM. Join us for a very special living history presentation for Black History Month. In honor of the accomplishments and contributions of the African-American pilots of WWII known as the Tuskegee Airmen or "Red Tails", direct descendants of original Tuskegee Airmen will share with us their experiences growing up with these living legends.

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

Respectfully submitted,
Johnny Parker
Supervising Librarian
Solano County Library