

VACAVILLE LIBRARY COMMISSION

June 13, 2022 - 6:30 p.m.

LOCATION: Vacaville Cultural Center Library - 1020 Ulatis Drive, Vacaville, CA 95687

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AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
4. APPROVAL OF MINUTES of May 9, 2022 - Attachment 1, Page 3 **ACTION**
5. APPROVAL OF AGENDA **ACTION**
6. COMMENTS FROM THE FLOOR (3-minute time limit per individual)
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.
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 – Attachment 2, Page 7
9. OLD BUSINESS
 - a. FY 2022-2023 budget update - The Commission will hear a budget update and may take action. – Attachment 3, Page 9 **ACTION**
 - b. Expansion of the Cultural Center Library – The Commission will discuss the expansion of the Cultural Center Library and may make a recommendation for an expansion option. – Attachment 4, Page 24 **ACTION**
10. NEW BUSINESS
 - a. Election of President - The Commission will elect a President for the fiscal year 2022-2023. **ACTION**

Minutes of the
Vacaville Library Commission
May 9, 2022

CALL TO ORDER

Ms. Valdez called the meeting to order at 6:30 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

Members Present

Cathy Valdez, President

Beatryce Clark

Dave McCallum

Members Absent

Peggy Rollins

Others Present

John Jansen, President, Vacaville Unified School District Governing Board

Suzanne Olawski, Director of Library Services

Malissa Knapp, Library Branch Manager, Solano County Library

Cathy Sheldon, Office Assistant III, Solano County Library

INTRODUCTIONS

Ms. Valdez had everyone introduce themselves.

Ms. Page Frechette and Ms. Helen Vinson, Vacaville Friends of the Library, were in attendance.

APPROVAL OF MINUTES

The minutes of the meeting of March 14, 2022 were unanimously approved on motion of Mr. McCallum and seconded by Ms. Clark. Motion carried. So ordered by 3-0 vote.

APPROVAL OF AGENDA

The agenda was unanimously approved on motion of Ms. Clark and seconded by Mr. McCallum. Motion carried. So ordered by 3-0 vote.

COMMENTS FROM THE FLOOR

Items on the agenda

None.

Items not on the agenda

None.

CORRESPONDENCE

Ms. Olawski announced she received an email from Carol Sue Robison announcing her resignation from the Vacaville Library Commission.

The Commission received a flyer about the Vacaville Friends of the Library Booksale. The book sale is May 19 - May 21.

LIBRARIANS' REPORTS

In addition to the Librarians' reports, Ms. Olawski reported on the Vacaville Unified School District Library District audit will be conducted by an outside firm. A contingent job offer has been made for a Library Associate at the Vacaville Town Square Library. The library's strategic planning is moving forward with staff leading planning efforts. Solano Reads has had 282 registrations in Vacaville and over 378,000 minutes read. Summer Reading Program is June 1-July 31 and will include Lunch at the Library with Vacaville Town Square Library as a meal site (distributing lunches) with Farm to Summer program. Vacaville Cultural Center Library will be a pop-up site along with other institutions throughout Solano County. Book to Action program, featuring Ground-Breaking Women, will include a cooking demo in Vacaville and author visits in Fairfield and Vallejo.

OLD BUSINESS

a. Vacaville Cultural Center Library Expansion Project Update

Ms. Olawski gave a brief update on the Vacaville Cultural Center Library expansion project. There will be another community engagement meeting in May. There will be presentations by the project team at the Commission's meeting on June 13 and the Vacaville Unified School District Meeting on June 30. Ms. Olawski will have more updates at the next meeting.

NEW BUSINESS

a. FY 2022-2023 Proposed Budget - The Commission will discuss and may take action on the proposed budget for FY 2022-2023.

Ms. Olawski presented the FY 2022-2023 proposed budget. Ms. Olawski stated the Vacaville Library District has a healthy budget. Ms. Olawski highlighted different line items. Mr. McCallum inquired about the Redevelopment Fees. Ms. Olawski suggested the Commission pay off the outstanding loan debt on the Vacaville Town Square Library. After discussion, **Mr. McCallum moved to recommend the Commission approve the FY 2022-2023 proposed budget as presented with paying the outstanding loan on the Vacaville Town Square Library; Ms. Clark seconded. Motion carried. So ordered 3-0 vote.**

Ms. Olawski will bring back the revised proposed budget at the June meeting for the Commission to make a recommendation to the Library Board at their June meeting.

- b. Accept the resignation of Carol Sue Robison from the Vacaville Library Commission **ACTION**

Ms. Clark moved to accept the resignation of Carol Sue Robison from the Vacaville Library Commission and ask the President of the Vacaville Library Commission to send Ms. Robison a letter of appreciation for her years of service on the Commission; Mr. McCallum seconded. Motion carried. So ordered by 3-0 vote.

ITEMS OF INTEREST TO THE COMMISSION

Mr. McCallum shared his concerns about censorship and book banning, which he also shared with and the Solano County Library Advisory Council. Ms. Olawski stated that the Council would be receiving a presentation on the Library's collection development and maintenance policies and procedures at their next meeting. Mr. McCallum stated he received an email from someone that is interested in renting the meeting room at one of the libraries and he will forward the message to Ms. Olawski. Ms. Knapp also stated there is information on the library's website about meeting room usage.

DATE OF NEXT MEETING

The next Vacaville Library Commission meeting will be held on Monday, June 13, 2022, at 6:30 p.m.

ADJOURNMENT

Meeting adjourned at 7:34 p.m.



Suzanne Olawski, Director of Library Services

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Cultural Center
June 2022

Greetings, Commissioners:

Summer Reading has started! We are very excited this year, as it is the first summer that mostly resembles what a 'normal' summer reading event looks like. We have reading challenges for kids, teens, and adults, plus weekly activities and performances at every branch. This year, participants receive a Reading Passport booklet filled with various challenges. Each challenge has two difficulty levels (such as "Read a Book that's at least 20 years old / Or Read a book published the year you were born") and participants decide which challenges they want to tackle. When they have met their own personal goal for how many challenges they wish to complete, kids and teens receive a free book, and everyone receives a custom enamel pin.

Staff continue to host two storytimes each week—Tuesdays and Thursdays at 10am. We had nine Storytimes in May, which saw 346 participants. As summer concludes, we will be increasing the number of storytime offerings to three a week. Afternoon Adventures (Tuesdays at 3) are back to being weekly as well.

I am also excited to report that we have had over 430 sign ups for the Summer Reading Challenge after the first week!

There were no suspensions during this reporting period.

Events to Highlight:

Friday activities in June include Catch a Beat musical performance (June 10); Rock Steady Juggling (June 17); and Wild Things animals (June 24). We also have an adult Paint Night scheduled for Friday, June 24 at 5:30, which does require registration. (We try to limit how many programs we offer that have limited space, but paint nights are one that require us to, as we need to know how many easels and paints to have available.)

Afternoon Adventures in June will be Board Games (June 8), Video Games (June 14), LEGOs (June 21), and a Scavenger Hunt (June 28).

Mike Perkins
Supervising Librarian
Vacaville Public Library-Cultural Center

SOLANO COUNTY LIBRARY

**FY2022/23 PROPOSED BUDGET
VACAVILLE LIBRARY DISTRICT - FUND 427**

ACCOUNT/DESCRIPTION	<u>FY2020/21 ACTUALS</u>	<u>FY2021/22 REVISED</u>	<u>FY2022/23 PROPOSED</u>
<u>EXPENSES</u>			
2055 Insurance Fire	\$54,113	\$79,610	\$88,370
2140 Building Maintenance	\$1,500	\$2,000	\$2,000
2235 Accounting/Financial Services	\$643	\$28,300	\$1,500
2236 Consulting Services	\$0	\$0	\$0
2239 Legal Service	\$0	\$600	\$600
2250 Charge for Service (Operating Vacaville Library)	\$4,271,645	\$4,660,723	\$5,434,152
2250 Property Tax Administration Fee	\$32,487	\$35,000	\$44,000
2250 Other Professional Services	\$13,202	\$35,000	\$35,000
2312 Special Departmental Expense	\$40,000	\$40,000	\$40,000
3020 Refund of Prior Year Charges	\$8,816	\$15,000	\$15,000
3230 Long-Term Loan Redemption	\$87,852	\$92,733	\$1,068,866
3244 Interest on Long-Term Debt	\$60,276	\$55,762	\$22,268
4201 Buildings and Improvements	\$0	\$250,000	\$420,000
4202 Construction in Progress	\$0	\$350,000	\$1,350,000
4303 Equipment	\$0	\$0	\$0
8101 Contingency	\$0	\$6,661,006	\$4,742,727
8301 Reserves	\$0	\$3,000,000	\$2,000,000
TOTAL EXPENSES	\$4,570,534	\$15,305,733	\$15,264,483
<u>REVENUES</u>			
9001 Property Taxes-Secured	\$2,372,782	\$2,468,138	\$2,493,321
9002 Property Taxes-Unsecured	\$76,026	\$71,428	\$72,755
9003 Property Taxes-Prior	\$3,685	\$0	\$0
9004 Property Taxes-Supplemental	\$23,841	\$40,335	\$40,742
9005 Property Taxes-Prior Supplemental	\$279	\$0	\$0
9015 Library Sales Tax	\$3,270,575	\$3,172,458	\$3,235,907
9018 Unitary	\$42,402	\$42,406	\$43,379
9019 ABX1 26 Residual Taxes (Redevelopment)	\$459,313	\$468,499	\$596,533
9020 ABX2 26 Pass Through	\$540,247	\$551,052	\$756,555
9021 LM1HF & Other Assets	\$0	\$0	\$0
9401 Interest	\$125,058	\$94,150	\$39,800
9405 Building Rental	\$266,910	\$270,958	\$284,500
9504 Fish and Game	\$209	\$0	\$0
9505 State Highway Rentals	\$11	\$0	\$0
9507 Homeowner's Relief	\$24,333	\$23,636	\$23,843
9599 Fed Other	\$101	\$0	\$0
9604 Contract Services	\$150,000	\$150,000	\$150,000
9703 Other Revenue	\$0	\$0	\$0
9704 Developer Impact Fee Monies	\$1,015,419	\$1,020,621	\$450,000
9805 Reserve Transfer	\$0	\$0	\$0
9806 Fund Balance Available		\$6,932,052	\$7,077,148
TOTAL REVENUES	\$8,371,191	\$15,305,733	\$15,264,483

SOLANO COUNTY LIBRARY

VACAVILLE PUBLIC LIBRARY
CULTURAL CENTER
BUDGET

<u>Account/Description</u>	<u>FY2020/21</u> ACTUALS	<u>FY2021/22</u> REVISED	<u>FY2022/23</u> PROPOSED
1110 Salary/Regular	941,399	968,339	1,115,854
1121 Salary/Extra Help	0	128,400	110,082
1131 Salary/OT/Call back	0	4,994	9,908
1141 Salary/Premium	0	0	0
1210 Retirement	237,007	261,495	300,354
1211 PARS Retirement Costs	0	0	0
1212 Deferred Comp County Match	598	565	721
1213 OPEB costs	18,770	19,367	21,337
1220 FICA	72,361	84,283	90,789
1230 Health	199,383	210,960	217,123
1231 Vision	1,973	2,075	1,862
1240 Comp Insurance	13,874	22,897	18,488
1241 Long Term Disability Ins	420	414	424
1250 Unemployment	1,385	3,202	0
1260 Dental	8,473	11,183	11,257
1270 Accrued Leave CTO	132	2,000	2,000
1290 Life Insurance	977	1,031	1,039
Subtotal 1000's	1,496,751	1,721,205	1,901,238
2020 Com/Radio Services	0	0	0
2021 Telephone/County	3,343	3,822	3,954
2022 Telephone/AMC's	310	300	320
2023 Voice Mail	284	0	0
2025 Cellular Phone Service	0	0	0
2028 Telephone/Non County	0	0	0
2035 Household Expenses	59,190	68,242	74,602
2050 Liability/Risk Management	0	0	0
2051 Liability Insurance	8,394	12,758	15,381
2120 Equipment Maintenance	1,000	2,500	2,000
2140 Maintenance/Buildings	12,725	62,000	64,500
2170 Memberships	0	0	0
2176 Fees and Permits	0	0	50
2178 Cash/Inventory Shortage	-	20	20
2200 Office Expense	1,183	4,000	4,000
2201 Office Equipment	509	3,000	1,750
2202 Controlled Asset (>1500<5000)	0	0	0
2203 Computer Componets <1500	0	0	0
2207 Ergonomic Under \$1500	1,963	2,000	1,400
2215 Managed Print Services	476	0	1,888
2235 Accounting/Financial Svcs.	0	0	0
2240 Legal - Minors	0	0	0
2250 Other Professional Svcs.	7,602	11,800	12,800
2260 Software (CMSI)	0	0	0
2261 Software Licenses	0	0	0
2280 Publications/Legal Notes	0	0	0
2285 Rent/Lease - Equipment	2,205	2,250	6,706
2310 Education/Training	0	0	0

SOLANO COUNTY LIBRARY

VACAVILLE PUBLIC LIBRARY
TOWN SQUARE
BUDGET

<u>Account/Description</u>	<u>FY2020/21</u> <u>ACTUALS</u>	<u>FY2021/22</u> <u>REVISED</u>	<u>FY2022/23</u> <u>PROPOSED</u>
1110 Salary/Regular	531,858	606,694	639,992
1121 Salary/Extra Help	0	64,200	41,281
1131 Salary/OT/Call back	0	3,988	4,755
1141 Salary/Premium	0	0	0
1210 Retirement	136,369	165,646	178,364
1212 Deferred Comp County Match	811	778	765
1213 OPEB costs	10,649	12,135	12,252
1220 FICA	41,608	51,628	50,383
1230 Health	115,056	134,841	138,539
1231 Vision	972	1,162	1,192
1240 Comp Insurance	8,553	14,588	10,445
1250 Unemployment	886	2,007	0
1260 Dental	4,699	6,366	6,771
1270 Accrued Leave CTO	13,009	1,500	2,000
1290 Life Insurance	443	548	538
Subtotal 1000's	864,911	1,066,081	1,087,277
2020 Com/Radio Services		0	0
2021 Telephone/County	4,564	5,253	5,158
2022 Telephone/AMC's	79	160	160
2023 Voice Mail	228	0	0
2025 Cellular Phone Service	0	0	0
2028 Telephone/Non County	0	0	0
2035 Household Expenses	28,644	33,680	38,298
2050 Liability/Risk Management	0	0	0
2051 Liability Insurance	11,379	9,525	11,430
2120 Equipment Maintenance	0	750	500
2140 Maintenance/Buildings	29,815	58,500	62,500
2170 Memberships	0	0	0
2176 Fees and Permits	0	0	50
2178 Cash/Inventory Shortage	0	20	20
2200 Office Expense	1,777	4,000	3,000
2201 Office Equipment	516	3,000	1,750
2202 Controlled Asset (>1500<5000)	0	0	0
2203 Computer Componets <1500	0	0	0
2205 Postage	0	0	0
2215 Managed Print Services	609	0	867
2235 Accounting/Financial Svs.	0	0	0
2250 Other Professional Svs.	9,296	18,000	16,200
2260 Software (CMSI)	0	0	0
2261 Software Licenses	0	0	0
2280 Publications/Legal Notes	0	0	0
2281 Advertising/Marketing	0	0	0
2285 Rent/Lease - Equipment	2,205	2,250	4,846
2310 Education/Training	0	0	0
2311 Tuition Reimbursement	0	0	0
2312 Special Depart. Expense	0	100	100

OVERHEAD FY2020/21 NUMBERS FOR FY2022/23
PROPOSED BUDGET

1	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	CODE	ACCOUNT/DESCRIPTION	6311/Hdqtrs	JFK	FCC	VAC	SPR	RIO	LAW	SUI	COR	DIX	IT	LITERACY	TAC	Subtotal
2	A	1100 Salary/Regular	1,132,255	149,005	180,029	273,100	68,275	62,048	15,512	80,617	105,526	92,052	19,248	68,275	18,569	1,132,255
3	A	1121 Salary/Extra Help	3,545	466	564	855	214	194	49	252	330	288	60	214	58	3,545
4	A	1131 Salary/OT/Call back	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	A	1141 Salary/Premium Pay	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6	A	1142 Salary/Wages Standby Pay	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7	A	1210 Retirement	318,537	41,919	50,647	76,831	19,208	17,456	4,364	22,680	29,688	25,897	5,415	19,208	5,224	318,537
8	A	1211 PARS Retirement	8,009	1,054	1,273	1,932	483	439	110	570	746	651	136	483	131	8,009
9	A	1212 Deferred Comp-County Match	1,195	157	190	288	72	65	16	85	111	97	20	72	20	1,195
10	A	1213 OPEB Costs	25,665	3,378	4,081	6,190	1,548	1,406	352	1,827	2,392	2,087	436	1,548	421	25,665
11	A	1220 FICA	94,794	12,475	15,072	22,864	5,716	5,195	1,299	6,749	8,835	7,707	1,611	5,716	1,555	94,794
12	A	1230 Health	211,165	27,789	33,575	50,933	12,733	11,572	2,893	15,035	19,681	17,168	3,590	12,733	3,463	211,165
13	A	1231 Vision	2,098	276	334	506	126	115	29	149	196	171	36	126	34	2,098
14	A	1240 Comp Insurance	19,274	2,536	3,065	4,649	1,162	1,056	264	1,372	1,796	1,567	328	1,162	316	19,274
15	A	1241 Long Term Disability Ins.	2,509	330	399	605	151	137	34	179	234	204	43	151	41	2,509
16	A	1250 Unemployment	1,996	263	317	481	120	109	27	142	186	162	34	120	33	1,996
17	A	1260 Dental	9,508	1,251	1,512	2,293	573	521	130	677	886	773	162	573	156	9,508
18	A	1270 Accrued Leave CTO	112,381	14,789	17,869	27,106	6,777	6,158	1,540	8,002	10,474	9,137	1,910	6,777	1,843	112,381
19	A	1290 Life Insurance	2,221	292	353	536	134	122	30	158	207	181	38	134	36	2,221
20		Subtotal 1000's	1,945,150	255,982	309,279	469,170	117,293	106,594	26,649	138,495	181,288	158,141	33,068	117,293	31,900	1,945,150
21																
22	A	2011 Clothing & Personal Supplies	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23	A	2021 Telephone/County	3,275	431	521	790	197	179	45	233	305	266	56	197	54	3,275
24	A	2022 Telephone/AMC's	79	10	13	19	5	4	1	6	7	6	1	5	1	79
	A	2023 Voice Mail	853	112	136	206	51	47	12	61	80	69	15	51	14	853
	A	2025 Cellular Telephone Ser.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
27	A	2028 Telephone/Non County	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28	A	2035 Household Expenses	690	91	110	167	42	38	9	49	64	56	12	42	11	690
29	A	2050 Liability/Risk Management	367,104	48,311	58,370	88,545	22,136	20,117	5,029	26,138	34,214	29,846	6,241	22,136	6,021	367,104
30	A	2051 Liability Insurance	32,295	4,250	5,135	7,790	1,947	1,770	442	2,299	3,010	2,626	549	1,947	530	32,295
31	A	2120 Equipment Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
32	A	2122 Fuels & Lubricants	0	0	0	0	0	0	0	0	0	0	0	0	0	0
33	A	2140 Maintenance/Buildings	7,878	1,037	1,253	1,900	475	432	108	561	734	640	134	475	129	7,878
34	A	2170 Memberships	8,937	1,176	1,421	2,156	539	490	122	636	833	727	152	539	147	8,937
35	A	2175 Miscellaneous Expense	2,181	287	347	526	132	120	30	155	203	177	37	132	36	2,181
36	A	2176 Fees and Permits	341	45	54	82	21	19	5	24	32	28	6	21	6	341
37	A	2200 Office Expense	25,271	3,326	4,018	6,095	1,524	1,385	346	1,799	2,355	2,055	430	1,524	414	25,271
38	A	2201 Office Equip (un \$1500)	3,131	412	498	755	189	172	43	223	292	255	53	189	51	3,131
39	A	2202 Office Equip (1500-4999)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
40	A	2203 Comput. Com. (un 1500)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
41	A	2204 Computer Related Items < \$5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
42	A	2205 Postage	101	13	16	24	6	6	1	7	9	8	2	6	2	101
43	A	2206 Cont Asset-Non Comp Related	3,572	470	568	862	215	196	49	254	333	290	61	215	59	3,572
44	A	2207 Ergonomic Under \$1500	541	71	86	130	33	30	7	39	50	44	9	33	9	541
45	A	2210 Central Duplicating	3,467	456	551	836	209	190	47	247	323	282	59	209	57	3,467
46	A	2215 Managed Print Cost Per Copy	1,463	193	233	353	88	80	20	104	136	119	25	88	24	1,463
47	A	2216 Maintenance/Service Contract	0	0	0	0	0	0	0	0	0	0	0	0	0	0
48	A	2236 Consulting Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0
49	A	2250 Other Professional Svcs.	401,040	52,777	63,765	96,731	24,183	21,977	5,494	28,554	37,377	32,605	6,818	24,183	6,577	401,040
50	A	2261 Software Lic/Maint Agrmts	0	0	0	0	0	0	0	0	0	0	0	0	0	0
51	A	2266 Central Data Processing Svcs	125,618	16,531	19,973	30,299	7,575	6,884	1,721	8,944	11,708	10,213	2,136	7,575	2,060	125,618

OVERHEAD FY2020/21 NUMBERS FOR FY2022/23
PROPOSED BUDGET

Q	R	S	T	U	V	W	X	Y	Z	AA	AB
1	CODE ACCOUNT/DESCRIPTION	6316/CSS	JFK	FCC	VAC	SPR	RIO	SUI	COR	DIX	Subtotal
2	B 1100 Salary/Regular	767,765	104,416	129,215	293,056	46,143	29,866	42,688	80,539	41,843	767,765
3	B 1121 Salary/Extra Help	0	0	0	0	0	0	0	0	0	0
4	B 1131 Salary/OT/Call back	186	25	31	71	11	7	10	20	10	186
5	B 1141 Salary/Premium Pay	0	0	0	0	0	0	0	0	0	0
6	B 1142 Salary/Wages Standby Pay	216	29	36	82	13	8	12	23	12	216
7	B 1210 Retirement	192,932	26,239	32,470	73,642	11,595	7,505	10,727	20,239	10,515	192,932
8	B 1211 PARS Retirement	0	0	0	0	0	0	0	0	0	0
9	B 1212 Deferred Comp-County Match	748	102	126	285	45	29	42	78	41	748
10	B 1213 OPEB Costs	15,355	2,088	2,584	5,861	923	597	854	1,611	837	15,355
11	B 1220 FICA	58,152	7,909	9,787	22,197	3,495	2,262	3,233	6,100	3,169	58,152
12	B 1230 Health	197,680	26,885	33,270	75,455	11,881	7,690	10,991	20,737	10,774	197,680
13	B 1231 Vision	2,014	274	339	769	121	78	112	211	110	2,014
14	B 1240 Comp Insurance	8,947	1,217	1,506	3,415	538	348	497	939	488	8,947
15	B 1241 Long Term Disability Ins	0	0	0	0	0	0	0	0	0	0
16	B 1250 Unemployment	1,119	152	188	427	67	44	62	117	61	1,119
17	B 1260 Dental	8,816	1,199	1,484	3,365	530	343	490	925	480	8,816
18	B 1270 Accrued Leave CTO	6,234	848	1,049	2,380	375	243	347	654	340	6,234
19	B 1290 Life Insurance	777	106	131	297	47	30	43	81	42	777
20	Subtotal 1000's	1,260,941	171,488	212,216	481,301	75,783	49,051	70,108	132,273	68,721	1,260,941
21											
22	B 2011 Clothing & Personal Supplies	152	21	26	58	9	6	8	16	8	152
23	B 2021 Telephone/County	3,660	498	616	1,397	220	142	204	384	199	3,660
24	B 2022 Telephone/AMC's	988	134	166	377	59	38	55	104	54	988
	B 2023 Voice Mail	228	31	38	87	14	9	13	24	12	228
	B 2025 Cellular Telephone Ser.	83,492	11,355	14,052	31,869	5,018	3,248	4,642	8,758	4,550	83,492
27	B 2028 Telephone/Non County	73,780	10,034	12,417	28,162	4,434	2,870	4,102	7,740	4,021	73,780
28	B 2035 Household Expenses	3,818	519	643	1,457	229	149	212	401	208	3,818
29	B 2050 Liability/Risk Management	0	0	0	0	0	0	0	0	0	0
30	B 2051 Liability Insurance	80,167	10,903	13,492	30,600	4,818	3,118	4,457	8,410	4,369	80,167
31	B 2120 Equipment Maintenance	28,379	3,859	4,776	10,832	1,706	1,104	1,578	2,977	1,547	28,379
32	B 2122 Fuels & Lubricants	8,361	1,137	1,407	3,191	502	325	465	877	456	8,361
33	B 2140 Maintenance/Buildings	12,767	1,736	2,149	4,873	767	497	710	1,339	696	12,767
34	B 2170 Memberships	0	0	0	0	0	0	0	0	0	0
35	B 2175 Miscellaneous Expense	0	0	0	0	0	0	0	0	0	0
36	B 2176 Fees and Permits	0	0	0	0	0	0	0	0	0	0
37	B 2200 Office Expense	13,561	1,844	2,282	5,176	815	528	754	1,423	739	13,561
38	B 2201 Office Equip (un \$1500)	824	112	139	314	49	32	46	86	45	824
39	B 2202 Office Equip (1500-4999)	2,616	356	440	999	157	102	145	274	143	2,616
40	B 2203 Comput. Com. (un 1500)	57,166	7,775	9,621	21,820	3,436	2,224	3,178	5,997	3,116	57,166
41	B 2204 Computer Related Items < \$5	14,237	1,936	2,395	5,434	856	554	792	1,493	776	14,237
42	B 2205 Postage	(40)	(5)	(7)	(15)	(2)	(2)	(2)	(4)	(2)	(40)
43	B 2206 Cont Asset-Non Comp Related	0	0	0	0	0	0	0	0	0	0
44	B 2207 Ergonomic Under \$1500	0	0	0	0	0	0	0	0	0	0
45	B 2210 Central Duplicating	0	0	0	0	0	0	0	0	0	0
46	B 2215 Managed Print Cost Per Copy	24	3	4	9	1	1	1	2	1	24
47	B 2216 Maintenance/Service Contract	18,638	2,535	3,137	7,114	1,120	725	1,036	1,955	1,016	18,638
48	B 2236 Consulting Services	0	0	0	0	0	0	0	0	0	0
49	B 2250 Other Professional Svcs.	112,004	15,233	18,850	42,752	6,731	4,357	6,227	11,749	6,104	112,004
50	B 2261 Software Lic/Maint Agrmts	139,900	19,026	23,545	53,400	8,408	5,442	7,778	14,675	7,625	139,900
51	B 2266 Central Data Processing Svcs	0	0	0	0	0	0	0	0	0	0

OVERHEAD FY2020/21 NUMBERS FOR FY2022/23
PROPOSED BUDGET

1	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL	AM	AN
2	CODE	ACCOUNT/DESCRIPTION	6306/AUTO	JFK	FCC	VAC	SPR	RIO	SUI	COR	DIX	Subtotal
2	B	1100 Salary/Regular	371,201	50,483	62,473	141,688	22,309	14,440	20,639	38,939	20,230	371,201
3	B	1121 Salary/Extra Help	0	0	0	0	0	0	0	0	0	0
4	B	1131 Salary/OT/Call back	277	38	47	106	17	11	15	29	15	277
5	B	1141 Salary/Premium Pay	0	0	0	0	0	0	0	0	0	0
6	B	1142 Salary/Wages Standby Pay	988	134	166	377	59	38	55	104	54	988
7	B	1210 Retirement	95,239	12,953	16,029	36,353	5,724	3,705	5,295	9,991	5,191	95,239
8	B	1211 PARS Retirement	0	0	0	0	0	0	0	0	0	0
9	B	1212 Deferred Comp-County Match	395	54	66	151	24	15	22	41	22	395
10	B	1213 OPEB Costs	7,424	1,010	1,249	2,834	446	289	413	779	405	7,424
11	B	1220 FICA	30,314	4,123	5,102	11,571	1,822	1,179	1,685	3,180	1,652	30,314
12	B	1230 Health	37,766	5,136	6,356	14,415	2,270	1,469	2,100	3,962	2,058	37,766
13	B	1231 Vision	604	82	102	231	36	24	34	63	33	604
14	B	1240 Comp Insurance	4,856	660	817	1,854	292	189	270	509	265	4,856
15	B	1241 Long Term Disability Ins.	343	47	58	131	21	13	19	36	19	343
16	B	1250 Unemployment	557	76	94	212	33	22	31	58	30	557
17	B	1260 Dental	3,114	423	524	1,188	187	121	173	327	170	3,114
18	B	1270 Accrued Leave CTO	20,960	2,851	3,528	8,000	1,260	815	1,165	2,199	1,142	20,960
19	B	1290 Life Insurance	418	57	70	160	25	16	23	44	23	418
20		Subtotal 1000's	574,456	78,126	96,681	219,270	34,525	22,346	31,940	60,260	31,308	574,456
21												
22	B	2011 Clothing & Personal Supplies	0	0	0	0	0	0	0	0	0	0
23	B	2021 Telephone/County	4,592	625	773	1,753	276	179	255	482	250	4,592
24	B	2022 Telephone/AMC's	932	127	157	356	56	36	52	98	51	932
	B	2023 Voice Mail	130	18	22	50	8	5	7	14	7	130
	B	2025 Cellular Telephone Ser.	0	0	0	0	0	0	0	0	0	0
27	B	2028 Telephone/Non County	4,995	679	841	1,907	300	194	278	524	272	4,995
28	B	2035 Household Expenses	132	18	22	50	8	5	7	14	7	132
29	B	2050 Liability/Risk Management	0	0	0	0	0	0	0	0	0	0
30	B	2051 Liability Insurance	18,125	2,465	3,051	6,918	1,089	705	1,008	1,901	988	18,125
31	B	2120 Equipment Maintenance	0	0	0	0	0	0	0	0	0	0
32	B	2122 Fuels & Lubricants	0	0	0	0	0	0	0	0	0	0
33	B	2140 Maintenance/Buildings	349	48	59	133	21	14	19	37	19	349
34	B	2170 Memberships	0	0	0	0	0	0	0	0	0	0
35	B	2175 Miscellaneous Expense	0	0	0	0	0	0	0	0	0	0
36	B	2176 Fees and Permits	0	0	0	0	0	0	0	0	0	0
37	B	2200 Office Expense	294	40	50	112	18	11	16	31	16	294
38	B	2201 Office Equip (un \$1500)	307	42	52	117	18	12	17	32	17	307
39	B	2202 Office Equip (1500-4999)	0	0	0	0	0	0	0	0	0	0
40	B	2203 Comput. Com. (un 1500)	174	24	29	66	10	7	10	18	9	174
41	B	2204 Computer Related Items < \$5	526	72	89	201	32	20	29	55	29	526
42	B	2205 Postage	0	0	0	0	0	0	0	0	0	0
43	B	2206 Cont Asset-Non Comp Related	0	0	0	0	0	0	0	0	0	0
44	B	2207 Ergonomic Under \$1500	0	0	0	0	0	0	0	0	0	0
45	B	2210 Central Duplicating	0	0	0	0	0	0	0	0	0	0
46	B	2215 Managed Print Cost Per Copy	9	1	2	3	1	0	0	1	0	9
47	B	2216 Maintenance/Service Contract	0	0	0	0	0	0	0	0	0	0
48	B	2236 Consulting Services	0	0	0	0	0	0	0	0	0	0
49	B	2250 Other Professional Svs.	42,911	5,836	7,222	16,379	2,579	1,669	2,386	4,501	2,339	42,911
50	B	2261 Software Lic/Maint Agmts	164,140	22,323	27,625	62,652	9,865	6,385	9,126	17,218	8,946	164,140
51	B	2266 Central Data Processing Svces	0	0	0	0	0	0	0	0	0	0

OVERHEAD FY2020/21 NUMBERS FOR FY2022/23
PROPOSED BUDGET

1	AO	AP	AQ	AR	AS	AT	AU	AV	AW	AX	AY	AZ
2	CODE	ACCOUNT/DESCRIPTION	6342/TAC	JFK	FCC	VAC	SPR	RIO	SUI	COR	DIX	Subtotal
3	B	1100 Salary/Regular	96,724	13,154	16,279	36,920	5,813	3,763	5,378	10,146	5,271	96,724
4	B	1121 Salary/Extra Help	0	0	0	0	0	0	0	0	0	0
5	B	1131 Salary/OT/Call back	0	0	0	0	0	0	0	0	0	0
6	B	1141 Salary/Premium Pay	0	0	0	0	0	0	0	0	0	0
7	B	1142 Salary/Wages Standby Pay	0	0	0	0	0	0	0	0	0	0
8	B	1210 Retirement	26,319	3,579	4,429	10,046	1,582	1,024	1,463	2,761	1,434	26,319
9	B	1211 PARS Retirement	0	0	0	0	0	0	0	0	0	0
10	B	1212 Deferred Comp-County Match	242	33	41	92	15	9	13	25	13	242
11	B	1213 OPEB Costs	1,934	263	326	738	116	75	108	203	105	1,934
12	B	1220 FICA	7,233	984	1,217	2,761	435	281	402	759	394	7,233
13	B	1230 Health	30,788	4,187	5,182	11,752	1,850	1,198	1,712	3,230	1,678	30,788
14	B	1231 Vision	302	41	51	115	18	12	17	32	16	302
15	B	1240 Comp Insurance	2,215	301	373	845	133	86	123	232	121	2,215
16	B	1241 Long Term Disability Ins.	0	0	0	0	0	0	0	0	0	0
17	B	1250 Unemployment	247	34	42	94	15	10	14	26	13	247
18	B	1260 Dental	1,249	170	210	477	75	49	69	131	68	1,249
19	B	1270 Accrued Leave CTO	0	0	0	0	0	0	0	0	0	0
20	B	1290 Life Insurance	104	14	17	40	6	4	6	11	6	104
21		Subtotal 1000's	167,357	22,761	28,166	63,880	10,058	6,510	9,305	17,556	9,121	167,357
22	B	2011 Clothing & Personal Supplies		0	0	0	0	0	0	0	0	0
23	B	2021 Telephone/County	3,937	535	663	1,503	237	153	219	413	215	3,937
24	B	2022 Telephone/AMC's	0	0	0	0	0	0	0	0	0	0
25	B	2023 Voice Mail	0	0	0	0	0	0	0	0	0	0
26	B	2025 Cellular Telephone Ser.	0	0	0	0	0	0	0	0	0	0
27	B	2028 Telephone/Non County	0	0	0	0	0	0	0	0	0	0
28	B	2035 Household Expenses	86	12	15	33	5	3	5	9	5	86
29	B	2050 Liability/Risk Management	0	0	0	0	0	0	0	0	0	0
30	B	2051 Liability Insurance	268	36	45	102	16	10	15	28	15	268
31	B	2120 Equipment Maintenance	0	0	0	0	0	0	0	0	0	0
32	B	2122 Fuels & Lubricants	0	0	0	0	0	0	0	0	0	0
33	B	2140 Maintenance/Buildings	229	31	39	87	14	9	13	24	12	229
34	B	2170 Memberships	0	0	0	0	0	0	0	0	0	0
35	B	2175 Miscellaneous Expense	0	0	0	0	0	0	0	0	0	0
36	B	2176 Fees and Permits	0	0	0	0	0	0	0	0	0	0
37	B	2200 Office Expense	0	0	0	0	0	0	0	0	0	0
38	B	2201 Office Equip (un \$1500)	510	69	86	195	31	20	28	54	28	510
39	B	2202 Office Equip (1500-4999)	0	0	0	0	0	0	0	0	0	0
40	B	2203 Comput. Com. (un 1500)	0	0	0	0	0	0	0	0	0	0
41	B	2204 Computer Related Items < \$5	0	0	0	0	0	0	0	0	0	0
42	B	2205 Postage	0	0	0	0	0	0	0	0	0	0
43	B	2206 Cont Asset-Non Comp Relate	0	0	0	0	0	0	0	0	0	0
44	B	2207 Ergonomic Under \$1500	0	0	0	0	0	0	0	0	0	0
45	B	2210 Central Duplicating	0	0	0	0	0	0	0	0	0	0
46	B	2215 Managed Print Cost Per Copy	0	0	0	0	0	0	0	0	0	0
47	B	2216 Maintenance/Service Contract	0	0	0	0	0	0	0	0	0	0
48	B	2236 Consulting Services	0	0	0	0	0	0	0	0	0	0
49	B	2250 Other Professional Svcs	9	1	1	3	1	0	0	1	0	9
50	B	2261 Software Lic/Maint Agmts	0	0	0	0	0	0	0	0	0	0
51	B	2266 Central Data Processing Svcs	0	0	0	0	0	0	0	0	0	0

VACAVILLE REDEVELOPMENT AGENCY
 VACA REDEVELOPMENT PROJECT AREA
 VACAVILLE LIBRARY DISTRICT LOAN

Fiscal Year	Due Dates	%	Revised Debt Service Schedule					Revised Debt Services Schedule (after 550K bond call)							
			Principal ⁽¹⁾	Interest ⁽²⁾	Total Payment	Outstanding Principal	Outstanding Interest	Principal ⁽¹⁾	Interest ⁽²⁾	Total Payment	Outstanding Principal	Outstanding Interest			
2006	1-Mar-06		\$ -	\$ 87,975.00	\$ 87,975.00	\$ 2,195,000.00	\$ 1,606,325.00								
	1-Sep-06	4.2500%	50,000.00	52,616.00	102,616.00	2,145,000.00	1,553,709.00								
2007	1-Mar-07		-	51,553.00	51,553.00	2,145,000.00	1,502,156.00								
	1-Sep-07	4.2500%	50,000.00	51,553.00	101,553.00	2,095,000.00	1,450,603.00								
1 2008	1-Mar-08		-	50,490.75	50,490.75	2,095,000.00	1,400,112.25								
2	1-Sep-08	4.2500%	55,000.00	49,322.25	104,322.25	2,040,000.00	1,349,621.50	53,687.35	49,285.72	102,973.07	2,045,000.00	1,366,696.62			
3 2009	1-Mar-09		-	49,322.25	49,322.25	2,040,000.00	1,300,299.25								
4	1-Sep-09	4.2500%	55,000.00	49,322.25	104,322.25	1,985,000.00	1,250,977.00	53,687.35	48,145.11	101,832.46	1,937,625.30	1,221,120.68			
5 2010	1-Mar-10		-	48,153.50	48,153.50	1,985,000.00	1,202,823.50								
6	1-Sep-10	4.0000%	55,000.00	48,153.50	103,153.50	1,930,000.00	1,154,670.00	53,687.35	47,004.25	100,691.60	1,883,937.95	1,127,112.18			
7 2011	1-Mar-11		-	47,053.50	47,053.50	1,930,000.00	1,107,616.50								
8	1-Sep-11	4.0000%	60,000.00	47,053.50	107,053.50	1,870,000.00	1,060,563.00	58,568.02	45,930.50	104,498.52	1,825,369.93	1,035,251.18			
9 2012	1-Mar-12		-	45,853.50	45,853.50	1,870,000.00	1,014,709.50								
10	1-Sep-12	4.2500%	65,000.00	45,853.50	110,853.50	1,805,000.00	968,856.00	63,448.69	44,759.14	108,207.83	1,761,921.24	945,732.90			
11 2013	1-Mar-13		-	44,472.25	44,472.25	1,805,000.00	924,383.75								
12	1-Sep-13	4.3750%	65,000.00	44,472.25	109,472.25	1,740,000.00	879,911.50	63,448.69	43,410.86	106,859.55	1,698,472.55	858,911.18			
13 2014	1-Mar-14		-	43,050.00	43,050.00	1,740,000.00	836,861.50								
14	1-Sep-14	4.5000%	70,000.00	43,050.00	113,050.00	1,670,000.00	793,811.50	68,329.36	42,022.55	110,351.91	1,630,143.19	774,866.08			
15 2015	1-Mar-15		-	41,474.50	41,474.50	1,670,000.00	752,337.00								
16	1-Sep-15	4.6250%	70,000.00	41,474.50	111,474.50	1,600,000.00	710,862.50	68,329.36	40,484.65	108,814.01	1,561,813.83	693,896.78			
17 2016	1-Mar-16		-	39,856.50	39,856.50	1,600,000.00	671,006.00								
18	1-Sep-16	4.7500%	75,000.00	39,856.50	114,856.50	1,525,000.00	631,149.50	73,210.02	38,905.27	112,115.29	1,488,603.81	616,086.24			
19 2017	1-Mar-17		-	38,074.75	38,074.75	1,525,000.00	593,074.75								
20	1-Sep-17	4.8750%	80,000.00	38,074.75	118,074.75	1,445,000.00	555,000.00	78,090.69	37,166.04	115,256.73	1,410,513.12	541,754.16			
21 2018	1-Mar-18		-	36,125.00	36,125.00	1,445,000.00	518,875.00								
22	1-Sep-18	5.0000%	80,000.00	36,125.00	116,125.00	1,365,000.00	482,750.00	78,090.69	35,262.83	113,353.52	1,332,422.43	447,228.50			
23 2019	1-Mar-19		-	34,125.00	34,125.00	1,365,000.00	448,625.00								
24	1-Sep-19	5.0000%	85,000.00	34,125.00	119,125.00	1,280,000.00	414,500.00	82,971.36	33,310.56	116,281.92	1,249,451.07	404,607.38			
25 2020	1-Mar-20		-	32,000.00	32,000.00	1,280,000.00	382,500.00								
26	1-Sep-20	5.0000%	90,000.00	32,000.00	122,000.00	1,190,000.00	350,500.00	87,852.03	31,236.28	119,068.31	1,161,599.04	342,134.82			
27 2021	1-Mar-21		-	29,750.00	29,750.00	1,190,000.00	320,750.00								
28	1-Sep-21	5.0000%	95,000.00	29,750.00	124,750.00	1,095,000.00	291,000.00	92,732.70	29,039.98	121,772.68	1,068,866.34	284,054.86			
29 2022	1-Mar-22		-	27,375.00	27,375.00	1,095,000.00	263,625.00								
30	1-Sep-22	5.0000%	100,000.00	27,375.00	127,375.00	995,000.00	236,250.00	97,613.37	26,721.66	124,335.03	971,252.97	230,811.54			
31 2023	1-Mar-23		-	24,875.00	24,875.00	995,000.00	211,375.00								
32	1-Sep-23	5.0000%	105,000.00	24,875.00	129,875.00	890,000.00	186,500.00	102,494.03	24,281.32	126,775.35	868,758.94	182,048.90			
33 2024	1-Mar-24		-	22,250.00	22,250.00	890,000.00	164,250.00								
34	1-Sep-24	5.0000%	110,000.00	22,250.00	132,250.00	780,000.00	142,000.00	107,374.70	21,718.97	129,093.67	761,384.24	138,616.96			
35 2025	1-Mar-25		-	19,500.00	19,500.00	780,000.00	122,500.00								
36	1-Sep-25	5.0000%	115,000.00	19,500.00	134,500.00	665,000.00	103,000.00	112,255.37	19,034.61	131,289.98	649,128.87	100,541.74			
37 2026	1-Mar-26		-	16,625.00	16,625.00	665,000.00	86,375.00								
38	1-Sep-26	5.0000%	120,000.00	16,625.00	136,625.00	545,000.00	69,750.00	117,136.04	16,228.22	133,364.26	531,992.83	68,085.30			
39 2027	1-Mar-27		-	13,625.00	13,625.00	545,000.00	56,125.00								
40	1-Sep-27	5.0000%	125,000.00	13,625.00	138,625.00	420,000.00	42,500.00	122,016.71	13,299.82	135,316.53	408,976.12	41,465.66			
41 2028	1-Mar-28		-	10,500.00	10,500.00	420,000.00	32,000.00								
42	1-Sep-28	5.0000%	135,000.00	10,500.00	145,500.00	285,000.00	21,500.00	131,778.04	10,249.40	142,027.44	278,198.08	20,986.86			
43 2029	1-Mar-29		-	7,125.00	7,125.00	285,000.00	14,375.00								
44	1-Sep-29	5.0000%	140,000.00	7,125.00	147,125.00	145,000.00	7,250.00	136,658.71	6,954.95	143,613.66	141,539.37	7,076.96			
45 2030	1-Mar-30		-	3,625.00	3,625.00	145,000.00	3,625.00								
46 2031	1-Sep-30	5.0000%	145,000.00	3,625.00	148,625.00	-	-	141,539.37	3,538.48	145,077.85	(0.00)	(0.00)			
			\$ 2,195,000.00	\$ 1,694,300.00	\$ 3,889,300.00			\$ 2,045,000.00	\$ 1,368,896.62	\$ 3,411,696.62					

Remaining balance (for 9 more years)	1,068,866.34	257,333.20	1,326,199.54
Payoff (as of 7/31/2022)	1,068,866.34	22,268.05	1,091,134.39
Saving on loan	-	235,065.15	235,065.15



Vital Community Hubs.

Solano County
Vacaville Cultural Center Library

Library Commission
06.13.22

CANNONDESIGN



Project Opportunities & Space Needs

Expansion of programming & meeting space

- Add a multipurpose room to accommodate a variety of large-scale programs, including after-hours community access
- Increase quantity of small meeting rooms
- Consider opportunities for income streams (rentable meeting space)

Reposition library resources

- Create a single service desk for optimized functionality and accessibility
- Display “library of things” collection in a visible but secured manor
- Add a Friends of the Library bookstore

Zoning of activities

- Create a stronger identity and definition of the teen area - explore adding a makerspace
- Add discovery elements to children area
- Address under-utilized space (story room, program room, entry wings)
- Zone activities by noise level

Environment and system upgrades

- Improve acoustic control between spaces
- Reduce heat gain and mitigate glare to improve occupant comfort
- Refresh finishes, update restrooms, and add comfortable and powered furniture
- Address lapsed deferred maintenance and infrastructure upgrades identified within the 2022 Facility Conditions Assessment report

Facility Assessment Summary



Existing Library

- Opened in 1993 (30 yrs old)
- Small renovations in 2005 & 2006

Exterior Envelope

- Complete re-roof, replace exterior plaster
- Replace exterior windows, glass block, and translucent panels
- Add shear wall

Systems

- Replace mechanical rooftop units with electric
- Further testing need for steel structure
- Adapt existing sprinkler system
- New building automation system, wireless access, fire alarm, and clock system

Interiors

- Repair and repaint gyp walls and ceilings
- Replace interior lighting and ceiling tiles
- Replace carpet and patch/repair tiling
- Replace all plumbing fixtures

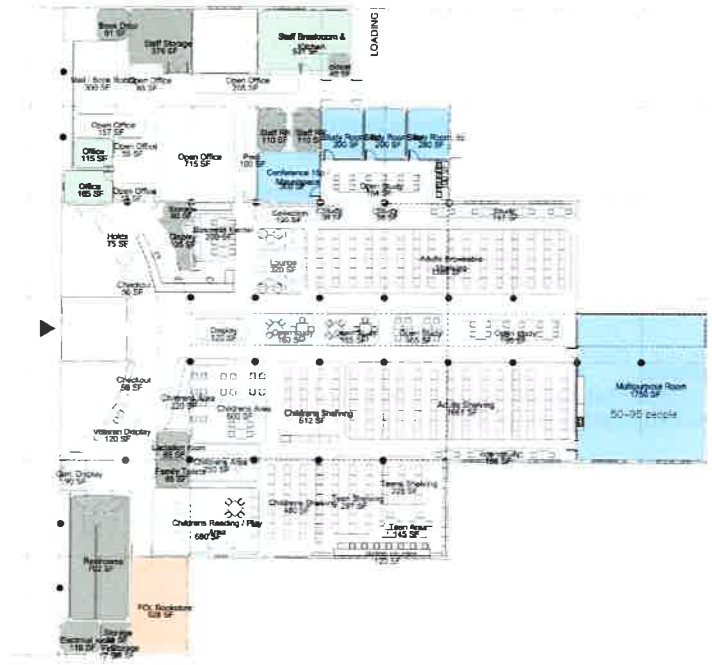
Option 1 – Conservative

Opportunities:

- Cost: a relatively budget friendly option

Constraints:

- Collection: Existing shelving counts maintained. Does not address desire for shelving flexibility.
- Multipurpose room: While this option does offer a larger programming space than exists today, it is on the smaller end of the target. The lack of furniture storage is also a challenge for flexibility.
- Study rooms: Makerspace as a flex-use in the conference room reduces the study room count to three (+1 more than exists today)
- Small teen area
- Staff area: slightly reduces the staff area workroom footprint



Option 3 – Comprehensive

Opportunities:

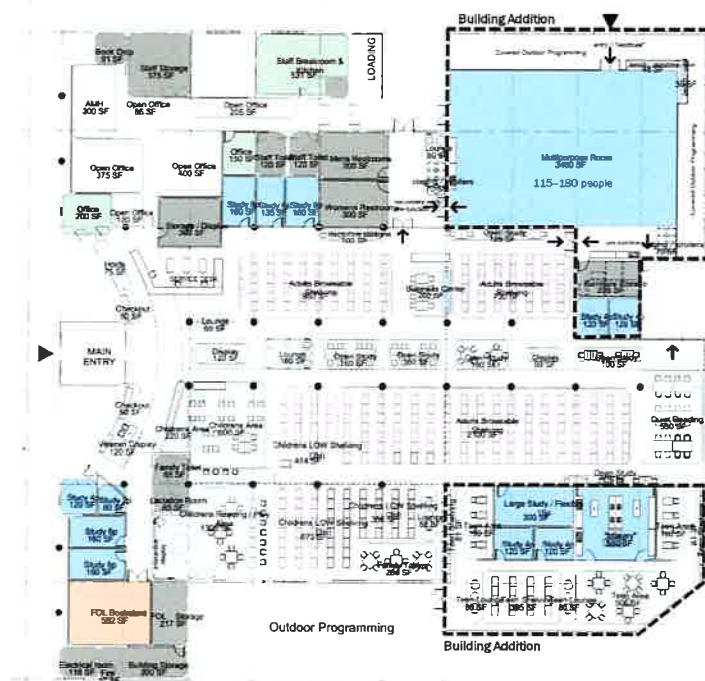
- Multipurpose room: room capacity exceeds the target head count for the library's largest events and can be divided into two spaces with a mobile wall
- Makerspace: a nicely sized and dedicated space which can enable expanded programs. This space type was requested often in engagement sessions.
- Study rooms: offers 12 study rooms with a variety of sizes (+10 more than exists today). These rooms are placed throughout the library.

Collection: Forty double-faced shelves are added to this option allowing for either the expansion of collection, a shelf height reduction in the children's area to 3H, and/or a shelf fill rate reduction for future flexibility

Constraints:

- Cost: relatively the most expensive option
- Staff area: staff workroom footprint further reduced

 Patron
 Staff & Service
 Collections
 Other
 Building Support



Thank You.