

## VACAVILLE LIBRARY COMMISSION

March 11, 2019

6:30 p.m.

LOCATION: Vacaville Public Library – Cultural Center, Conference Room

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### AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
4. APPROVAL OF MINUTES of September 10, 2018-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: May 13, 2019

13. ADJOURNMENT

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

**Library Commission Meeting**  
September 10, 2018  
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  
Cassandra Patton  
Carol Sue Robison  
Cathy Valdez

**Members absent:**

None.

**Others present:**

Bonnie Katz, Director of Library Services  
Stephanie Hope Cochran, Library Branch Manager  
Johnny Parker, Supervising Librarian  
Tamie Tvrdik, Clerical Operations Supervisor  
Marilyn Caruso, Friends of the Library

INTRODUCTIONS

Stephanie Hope Cochran, Library Branch Manager introduced herself.

APPROVAL OF MINUTES

The minutes of the meeting of June 11, 2018 were unanimously approved on motion of Ms. Clark and seconded by Ms. Patton. So ordered by 5-0 vote.

APPROVAL OF AGENDA

The agenda was unanimously approved on motion of Ms. Valdez and seconded by Ms. Clark. So ordered by 5-0 vote.

COMMENTS FROM THE FLOOR

**Items on the agenda**

None.

**Items not on the agenda**

CORRESPONDENCE

None.

### LIBRARIANS' REPORTS

Ms. Katz reported on the Summer Reading Challenge. She stated that countywide over 7,000 participants signed up with 50,000 books read. She reported that Vacaville Town Square participates in the summer lunch program and served over 2,296 lunches this past summer. Ms. Katz reported that the Town Square library has a new Library Associate, Amellia Fiske. The Vacaville libraries are now fully staffed. In addition, Ms. Katz reported Solano County libraries are partnering with school districts to issue a student library card for every student through 12<sup>th</sup> grade. Students can check out 3 items as well as have access to the Library's eBook collection and databases. Students would not incur fines. This program is piloting in Fairfield and then rolls out to the rest of the County libraries. Also Ms. Katz stated that the Automated Material Handling (AMH) project is in the design process and the Library is working with the County's Capital Projects division to get an architect for the renovations.

### OLD BUSINESS

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

Ms. Katz reported that the survey has been done and the engineering firm will submit the paperwork for the land swap to the City. Once that has been done, the Library will take it to the Board.

FY2018-2019 budget revision – The Commission will hear a budget revision and may take action. **ACTION**

Ms. Katz explained the few revisions to the budget now that the Library has the final figures for the year that just ended on June 30, 2018. She explained that once the District passes the revised budget, there will be \$7 million in reserves.

Ms. Patton moved to recommend the Board approve the revised budget; Mr. McCallum seconded. Motion carried. So ordered by 5-0 vote.

Vacaville Town Square roof project – the Commission will discuss the roof project at the Town Square library.

The first quote on the roof was \$74,000 but because of new regulations the price went up to \$82,000 which includes a 20-year warranty. The roof should be repaired before the rainy season.

### NEW BUSINESS

GANN Limit – the Commission will discuss the GANN Appropriations Limit.

The GANN Limit says that the government cannot keep raising taxes. In 17-18, the Library District exceeded the GANN limit by \$598,034.49. Ms. Katz explained that there are two options: return the excess to taxpayers within two years or carry over the excess into 18-19 and then determine whether the limit has been exceeded. However,

Ms. Katz added, if there is a building project those monies can lower the GANN limit so this upcoming expansion may take care of the excess. She added that this happened because of all of the growth and increase in property values in Vacaville.

*\*\*\*After the meeting Ms. Katz had discussions with the auditor's office concerning the GANN limit and the letter will be revised stating that the District did not exceed the limit.*

ITEMS OF INTEREST TO THE COMMISSION

Ms. Katz stated that the next meeting of the Library Board is September 20<sup>th</sup> at 6:20 pm and would like a Commission member to attend with her. President Robison will attend to represent the Vacaville Library Commission.

DATE OF NEXT MEETING

Due to the Veterans Day holiday, the next VLC meeting will be held on Monday, November 5, 2018 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:20 p.m.



Stephanie Hope-Cochran, Library Branch Manager

Librarian's Report to the Vacaville Library Commission  
Vacaville Public Library-Cultural Center (VCC)  
March 11, 2019

Greetings, Commissioners:

During the months of January and February, VCC welcomed 35,926 visitors and circulated 54,315 items.

During the reporting period, staff presented 35 storytimes, with 965 in attendance. Three hundred and fifty one elementary school-age children participated in library programs which included PAWS, Davis Raptors, Afternoon Adventures, Homework Help, among others. Total attendance for children's programming in January and February was 1,316.

Twenty teens participated in four programs at VCC during the reporting period. Programs included Teen DIY program, Art and the Cosmic Connection and the Teen Advisory Board among others.

Total attendance for 12 adult programs was 222. These included Road to Employment, Master Gardeners, Knott Just Knitting, Veteran's Benefits Program, Veteran's Connect and the Super Saturday tax preparation program among others. Forty seven people had their taxes prepared free of charge at VCC in February.

Staff made three outreach visits and connected with 54 people.

Upcoming March and April programs will include:

Women's History Month – Solano County Library in partnership with the Solano Library Foundation's Women's History Month Luncheon celebrate the accomplishments of women all month long with a series of events around the county. See the Women's History Month brochure for details.

Shake It Booty Band – Celebrate Women's History Month with a super group of top Bay Area women musicians! Pick up tickets at the Information Desk. Saturday March 30. 2 p.m. At the Vacaville Performing Arts Theater.

Insectaganza! Bohart Museum of Entomology – The creepy crawlies are coming back! Come see the fascinating insects and spiders. Tuesday, March 12. 4 p.m.

Jelly Jam Time: A Mermaid's Tale – Enjoy a fairy tale puppet show performed by Jelly Jam Time with a constantly changing back-drop set in the Gold Rush beneath the waves at the Farallon Islands and in the city of San Francisco. Tuesday, April 9. 4 p.m.

There 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)  
March 11, 2019

Greetings, Commissioners:

From January to February, VTS welcomed 24,885 visitors and circulated 26,272 items.

During the reporting period, staff presented 31 storytimes, with 1,325 in attendance. 2,340 children and teens participated in library programs, including Aeromedelers, Afternoon Adventures, Quilted Sisters, Saturday Morning PJs, Scavenger Hunt, Science Fun Day, class visits and PAWS.

Total attendance for 23 adult programs was 596. These included the Book Club, Crafty Greetings, First Time Homebuyers Workshop, Gadget Class, Mardi Gras Masks, Radio Theatre, Rasta Mama's Kitchen, Tail Spinners and Valentine Classic Movie Nite.

Upcoming program highlights include:

- Movie Screening of Wonder Women – The Untold Story of American Superheroines: Thursday, March 21<sup>st</sup>, 6:30 – 8:00 PM. Movie Screening: Wonder Women: The Untold Story of American Superheroines. Filmmaker Kristy Guevara-Flanagan explores the concept of female heroines in the 1940s through today.
- “A Helping Hand” – Resources and Services for Poverty Survivors: Saturday, March 23<sup>rd</sup>, 11:00 AM – 2:00 PM. Join us for an opportunity to meet and speak with various local and county agencies and faith-based organizations. Information about services and assistance will be provided.
- Whatever 4 Quartet Music Performance: Saturday, April 13<sup>th</sup>, 2:30 – 3:30 PM. Celebrate National Library Week with a memorable music performance by one of Sacramento's finest acapella singing groups. This quartet will charm us with their music from the eras of jazz and swing.
- Music with James K: Tuesday, April 16<sup>th</sup>, 10:30 – 11:30 AM. Celebrate National Library Week with fun, original children's music with James K! Children will dance, sing and have fun with this interactive concert. All ages welcome.

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

Respectfully submitted,  
Johnny Parker  
Supervising Librarian  
Solano County Library