

VACAVILLE LIBRARY COMMISSION

March 9, 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 January 13, 2020-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

- a. Expansion of the Cultural Center Library – the Commission will discuss the expansion to the Cultural Center Library.
- b. Update on appointment of new commissioner.

10. NEW BUSINESS

11. ITEMS OF INTEREST TO THE COMMISSION

12. DATE OF NEXT MEETING: May 11, 2020

13. ADJOURNMENT

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

Library Commission Meeting
January 13, 2020
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
Malissa Knapp, Branch Manager
Nancy Redfield, Supervising Librarian
Cathy Sheldon, Office Assistant

INTRODUCTIONS

Ms. Katz announced the retirement of Tamie Tvrdik. She announced Cathy Sheldon will record the meeting minutes for the Vacaville Library Commission.

Ms. Robison introduced Annie Stewart as a member of the community. Ms. Stewart also works as a Departmental Aide at VCC.

APPROVAL OF MINUTES

The minutes of the meeting of September 9, 2019 were unanimously approved on motion of Ms. Clark and seconded by Ms. Valdez. So ordered by 4-0 vote.

APPROVAL OF AGENDA

Ms. Valdez motioned to add an emergency item to the agenda; Ms. Clark seconded. Motion carried. So ordered by 4-0 vote.

Ms. Valdez moved that the emergency item would be an ACTION item under New Business:

10a – Accept the Resignation of Cassandra Patton from the Vacaville Library Commission. ACTION

Ms. Clark seconded. Motion carried. So ordered by 4-0 vote.

Ms. Valdez moved to approve the agenda for January 13, 2020, with the amendment to add ACTION item under New Business:10a - Accept the Resignation of Cassandra Patton from the Vacaville Library Commission; Ms. Clark seconded. Motion carried. So ordered by 4-0 vote.

COMMENTS FROM THE FLOOR

Items on the agenda

None.

Items not on the agenda

CORRESPONDENCE

Ms. Katz announced she received an email today from Cassandra Patton announcing her resignation from the Vacaville Library Commission. Ms. Katz asked Cassandra to email her resignation to Ms. Robison as well. Ms. Katz stated Solano County Library staff will advertise in the newspaper for a new member to the Vacaville Library Commission and Mr. McCallum offered to make a public service announcement on the radio.

Ms. Robison appointed Mr. McCallum to serve on the Solano County Library Advisory Council.

LIBRARIANS' REPORTS

Mr. McCallum inquired if there are more or fewer kids using the library during the winter and spring breaks from school. Ms. Redfield stated there are less people coming in during the holiday break however during spring break the usage is inconsistent since schools have different calendars. Ms. Valdez inquired about library tutors. Ms. Redfield reported the homeschoolers usually come in the morning, independent tutors come morning and afternoon and the afternoons are very busy in general with kids using the library.

Ms. Valdez inquired about the Hoopla Workshop at VCC, she reported the Vacaville Friends of the Library budget was approved for library programs, she announced the upcoming Friends of the Library Book Sale and she commented on how beautiful the Sacramento River Bells program was that was held at VTS in December.

Mr. McCallum stated the UC Davis Raptors is a fun program to attend. The program is on Wednesday, January 21st at VCC.

Ms. Robison stated she enjoys the classic movie nights offered at VTS.

In addition to the Supervising Librarians' reports, Ms. Katz distributed the 2019 Solano County Annual Report. She pointed out the section which highlights the JFK Library's Makery Space. She reported the library is looking to repurpose the computer centers at FCC and VCC like JFK's computer center which is now the Makery. She distributed the Promises Made/Promises Kept (sales tax measure) brochure, which provides facts and figures about library programs, projects, etc. for 2019. The last brochure Ms. Katz distributed was the Women's History Month events calendar. Under the auspices of the Solano County Library Foundation, the Women's History Events Committee is able to offer a special event with author Amy Tan. This event is free however tickets are

required. Tickets will be available beginning Saturday, February 1st at all Solano County Library branches. This event is March 15th, 2 p.m., at the Vacaville Performing Arts Theatre. Other events include paint nights at JFK, FCC and VCC.

Ms. Katz reported on personnel changes at SCL. Stephanie Hope-Cochran resigned and Ms. Knapp is now overseeing the Vacaville libraries. The library is recruiting for a new branch manager. Effective 1-1-2020, Dixon Library is now part of Solano County Library. Ms. Knapp has been getting acquainted with staff and working with them on training and policy and procedures. Ms. Katz stated it will probably be about a year to get Dixon Library fully onboard as part of Solano County Library.

OLD BUSINESS

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

Ms. Katz stated the expansion is moving along slowly. Expanding VCC will be part of the library's new facility master plan. The new facility master plan will include all libraries and Dixon. The facility master plan should be completed in July 2020. Ms. Valdez inquired if there will be focus groups that will participate in providing input for the new facility master plan. Ms. Katz said the library will conduct focus groups around February/March; there will be focus groups to include the community and the Commission will be part of the focus groups as well. Ms. Katz will keep the Commission informed as the project moves forward.

NEW BUSINESS

Accept the resignation of Cassandra Patton from the Vacaville Library Commission – **ACTION**

On motion of Ms. Valdez and seconded by Ms. Clark, the Commission accepts the resignation of Cassandra Patton from the Vacaville Library Commission. So ordered by 4-0 vote.

ITEMS OF INTEREST TO THE COMMISSION.

Ms. Robison announced the upcoming Friends of the Library Book Sale. The sale will be January 23-27, 2020. There are bookmarks at the library detailing information on the book sale. She announced the Roving Readers Book Club at VCC on January 8th.

Mr. McCullum said Mark Fink posted an interesting article on LinkedIn. The article was about eliminating the Dewey Decimal System in libraries. Discussion ensued on how this seems to be a new trend at some libraries.

Mr. McCullum announced the old Carnegie library building in Vacaville will be the new home of Sonoma Spring's Brewery.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, March 9, 2020 at 6:30 p.m. at the Vacaville Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:23 p.m.

A handwritten signature in blue ink, appearing to read 'M Knapp', written over a horizontal dashed line.

Malissa Knapp, Library Branch Manager

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Town Square (VTS)
March 9, 2020

Greetings, Commissioners:

From January to February, VTS welcomed 24,671 visitors and circulated 28,350 items.

During the reporting period, staff presented 40 storytimes, with 1,137 in attendance. 2,724 children and teens participated in library programs, including Afternoon Adventures, LEGO Club, CHP Start Smart, Novel Knowledge Book Club, PAWS, Songs with Sacha, Suisun Wildlife, Teen Duct Tape Craft, and Valentine Craft. There were 93 sessions with the AWE Children's Learning Computer.

Total attendance for 22 adult programs was 964. These included the Book Club, Crafty Greetings, Dept of Rehabilitation-Student Services, Leap Year Selfies, Letters of Gratitude, Needle Felting, Paper Moon performance, Neat n' Tidy, Project Linus, Radio Theatre, Tail Spinners, Tuskegee Airmen, Valentine Selfies, and the Writer's Coffee Club.

Upcoming program highlights include:

- "Explore Your Potential" – Department of Rehabilitation Student Services: Monday, March 23rd, 4:00 – 5:00 PM. The Department of Rehabilitation Student Services will provide valuable skills and workplace preparation for students with an Individualized Education Program (IEP), 504 Plan, or a disability. Our March presentation will focus on *Workplace Readiness Training*.
- Census Day Selfies: Monday, March 23rd to Friday April 3rd. Be a part of history and participate in the 2020 Census. Stop by the library for information on how you can be a part of this special occurrence, which happens once every 10 years. We'll also have a special selfie station to let everyone know that you count!
- Musical Poetry Time – National Poetry Month: Tuesday, April 7th, 6:30 – 7:30 PM. Celebrate National Poetry Month with *Composing Together* and Poet, Alan Bern. They will present original poetry with musical compositions by the performers and lead a mini-workshop on creating your own poems and music.
- Hummingbird presentation with the Suisun Wildlife Center: Thursday, April 16th, 6:30 – 7:30 PM. This spring, the Suisun Wildlife Center will share interesting facts about North American Hummingbirds. They will also describe rehabilitation techniques offered by the center for these birds.

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

Respectfully submitted,
Johnny Parker
Supervising Librarian
Solano County Library

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Cultural Center (VCC)
March 9, 2020

Greetings, Commissioners:

During the months of January and February, VCC welcomed 34,713 visitors and circulated 48,186 items.

During November and December, staff presented 44 storytimes, with 1270 in attendance. Six hundred and thirty-five school-age children participated in library programs which included PAWS for Reading, Afternoon Adventures, and Homework Help among others. One hundred and twenty eight people attended the UC Davis Raptors program and enjoyed learning about those fascinating birds. Childstart visited the branch on January 25th and 132 people learned about library services and programs. Total attendance for children's programming in January and February was 1905.

Total attendance for 26 adult programs was 184. These included Knot Just Knitters, Genealogy Workshop, Writers' Group, Road to Employment, and the Genealogical Society Discussion Group among others.

Staff made eight outreach visits and connected with 161 people.

Upcoming March programs will include:

Live Well with Your Library Roving Readers Book Club - Want a unique book club experience to exercise both your mind and your body at the same time? Each month we will meet and discuss a book while going for a walk outside. March's book is *An American Marriage* by Tayari Jones. Wednesday March 11. 10 a.m.

Live Well with Your Library Healthy Snacks – Learn how to make fast and healthy snacks. Presented by Solano County Public Health. Wednesday March 19. 4 p.m.

Kids' Book

Clubs – VCC now offers two books clubs for kids! The Young Readers Club is for early elementary grades and the Kids Book Club is for kids 4th – 6th grade. Young Readers meet the 2nd Thursday at 3:30 p.m. and the Kids group meets the 3rd Thursday at 3:30 p.m.

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

Respectfully submitted,
Nancy Redfield
Branch Manager
Vacaville Public Library-Cultural Center