

Minutes of the  
Vacaville Library Commission  
May 9, 2022

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**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.



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Suzanne Olawski, Director of Library Services