

SOLANO COUNTY LIBRARY ADVISORY COUNCIL

Monday, January 26, 2015

6:30 p.m.

NOTE: Please call Library Headquarters (784-1505) before noon on the Friday before the day of the meeting to let staff know whether or not you will attend the meeting.

The County of Solano, in compliance with the Americans with Disabilities Act of 1990, will provide accommodations for persons with disabilities who attend public meetings. If you wish to attend this meeting and you will require assistance in order to participate, please call the Supervising Librarian at 1-866-572-7587 at least 48 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

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 Fairfield Civic Center Library, 1150 Kentucky Street, Fairfield, CA during normal business hours.

AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
- ACTION 4. APPROVAL OF MINUTES AS MAILED FOR MEETING OF November 17, 2014 – (Please bring with you)
- ACTION 5. APPROVAL OF AGENDA
6. PUBLIC COMMENT*
7. CORRESPONDENCE
8. DIRECTOR’S REPORT – Attachment
9. OLD BUSINESS
Budget update – the Council will hear a budget update.
10. NEW BUSINESS
 - a. Security at branches – the Council will discuss security at the library branches
 - b. Budgets from other jurisdictions – the Council will receive an overview of budgets from other library jurisdictions.
11. ANNOUNCEMENTS/MEMBER REPORTS
12. DATE OF NEXT MEETING – March 16, 2015
13. ADJOURNMENT

*Members of the public may speak for up to five (5) minutes per person, not to exceed 20 minutes.

Minutes of the
SOLANO COUNTY LIBRARY ADVISORY COUNCIL
Monday, November 17, 2014

1. **CALL TO ORDER:** The meeting was called to order by Chair Teena Miller, at 6:30 p.m.

2. **ROLL CALL AND ESTABLISHMENT OF QUORUM:**

Members Present: Henry Beecher, Bruce DuClair, Ron Heinrich, Teena Miller, Kurt Overholt, Margie Russell, Dotty Schenk, Lynne Vaughan

Members Absent: Diane Barney, Margie Russell

Others Present: Gretchen Shilts, Bonnie Katz, Director of Library Services, Jason Agnew, Supervising Librarian, Jonathan Watson, Law Librarian, Tamie Tvrdik, Clerical Supervisor

3. **INTRODUCTIONS:** Gretchen Shilts introduced herself; she will be the new appointee from the city of Fairfield, appointed by the Mayor. All present introduced themselves and the Council explained what district or city they represented.

4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF September 15, 2014:** The minutes of the September 15, 2014 meeting were unanimously approved on motion of Ms. Vaughan; seconded by Mr. Heinrich.

5. **APPROVAL OF AGENDA.** Mr. DuClair put into motion that the agenda be amended by placing Item 10a right after Item 7; Mr. Overholt seconded. The amended agenda was unanimously approved.

6. **PUBLIC COMMENT:** None.

7. **CORRESPONDENCE:** None.

8. **NEW BUSINESS**

- a. Law Library presentation – Jonathan Watson, Law Librarian, will discuss services offered by the Solano County Law Library.

Jonathan Watson, Law Librarian, distributed a packet of information about the Law Library and presented a power point presentation which included highlights of the history of the Law Library, how they get their revenue and what services are presently offered at the Law Library. The Law Library provides free access to legal materials, including the latest print and electronic resources. Although they cannot give legal advice, they can help with legal research.

9. **DIRECTOR'S REPORT:** In addition to Ms. Katz's written report she added that the Library had a recruitment table at the CLA conference for Branch Manager. That recruitment closes December 8th. The Library is also recruiting for Extra Help Library Associates. She explained that this position requires a 4-year degree and they work on the information desk. This position

works on Sunday because according to the Library's union contract the Library should staff Sundays with half of the staff being extra help staff.

Ms. Katz reminded the Council that Solano Kids Read is December 9-11. The Library is gearing up for the January celebration which will be the transition from Measure B, the 1/8 of a cent sales tax which sunsetted September 30, into Measure L which became effective October 1st. The Library will still keep our "Promises Made, Promises Kept" slogan because it is important, with the change in our community, to let the public know how we keep our libraries going and how part of the Library's operation is funded.

Ms. Katz informed the Council that the Library had the first of three SNAP vendor presentation/demonstrations in the selection process for a new SNAP ILS. Staff from the SNAP libraries are participating and providing feedback. The SNAP Directors will be making the final decision.

10. OLD BUSINESS:

FY 2014-2015 Budget – The Council will receive an update on the FY 2014-2015 budget.

In October, the Auditor's Office sent out a revised set of numbers based on the assessment roll which comes out June 30 and therefore takes some time for the Auditor to go through those numbers. Our property tax income has increased approximately \$1 million. However, Ms. Katz reminded the Council that redevelopment monies will, at some point phase-away. Also liability insurance, workers comp insurance, PERS and health insurance employee costs are going up. The union is also in negotiations because their contract expires September 30, 2015.

11. NEW BUSINESS: (continued)

- b. Topics/goals of the Solano County Library Advisory Council - the Council will discuss their topics/goals for the coming year

Each year the Board of Supervisors asks the Advisory Boards and Commissions to complete a review sheet which includes a list of the Board/Commission's goals and objectives for the year. A discussion ensued and some of the suggestions for topics and goals the Council is interested in are:

- A follow up to the poverty summit
- A general discussion about security at the branches
- An overview of the different library jurisdictions and their budgets including a general overview of Benicia and Dixon
- The Council will be serving as an oversight committee for Measure L – more information to come about this
- Become more active in the community and more visual – perhaps having a table at events
- ALA issues – choose a few issues each year and work as a group to take action on some of them
- Meeting once a year devoted entirely to goal planning
- Continue to bring staff in to tell about their services and events
- Learn more about the EDGE initiative

12. ANNOUNCEMENTS/MEMBER REPORTS:

- a. Ms. Schenk attended the Author's Luncheon and she was the escort for one of the authors, Jeff Dyer. She commented it was a very nice affair and well attended
- b. Ms. Schenk announced that there has been a second printing on her book.

13. DATE OF NEXT MEETING: Due to the Martin Luther King Holiday falling on the 3rd Monday in January, the next Solano County Library Advisory Council meeting will be on January 26, 2015.

14. ADJOURNMENT: The meeting adjourned at 7:35 p.m.



BONNIE A. KATZ
Director of Library Services

**Report of the Director of Library Services
to the Solano County Library Advisory Council
January 2015**

Personnel

Heidi Dolamore, Deputy Director for Public Services, resigned her position effective January 15, 2015 to accept the Assistant Director position at the San Jose Public Library. We will be opening a recruitment for this position in February.

Lani Clark, Supervising Librarian at the Vacaville Cultural Center has accepted one of the Library Branch Manager positions. Lani began her new assignment on January 19, 2015. She will remain at the Cultural Center Library until we can establish a staffing scenario.

We are still deciding on the second candidate for the other Library Branch Manager position.

We will be opening up a recruitment for the Literacy Manager position and the Supervising Librarian position by the end of January.

Measure B & L

The annual celebration of the restoration of services brought about by the passage of Measure B, now Measure L (1/8th cent added to the local sales tax) is slated for January. Amazingly enough, this year marks the 1st year of the Measure L celebration as Measure B sunset on September 30, 2014. Along with the passage of Measure L, which has renewed the sales tax for an additional sixteen years, we are thanking the public for their vote and support of the Library.

We are particularly proud that we have lived up to the promises made during the Measure B and L campaigns to restore hours, the collection and improve services to children and youth. In fact, not only did we restore hours, we also increased them beyond what they were in the early 1990s before the cuts occurred. We will continue this event as Measure L continues the “Promises Made, Promises Kept” celebration.

Budget

We have just completed the midyear budget projection and I am happy to report that our revenues look good so that we are well within budget. In addition since we have increased revenues we will be exploring options about how to start to rebuild the Library.

Quilt Display

Throughout the month of February, the Library will be celebrating Black History Month with our third year of quilt displays in all of the branches. The quilts are the work of the Quilting Sisters, a group of women that has been quilting together for the last 13 years. They have donated quilts to many non-profits including Mission Solano and U.C. Davis Medical Center. The branches will also be having programs on quilting and African

American History.

Topics of Interest to the Advisory Council

As requested at your last meeting, I will be discussing security in the branches as well as budgets from the other jurisdictions.