

SOLANO COUNTY LIBRARY ADVISORY COUNCIL

Monday, January 25, 2016

6:30 p.m.

LOCATION: Becker-Balmer Room, Fairfield Civic Center Library

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 16, 2015 – (Please bring with you)
- ACTION 5. APPROVAL OF AGENDA
6. PUBLIC COMMENT\*
7. CORRESPONDENCE
8. DIRECTOR'S REPORT – Attachment
9. OLD BUSINESS  
FY 2015-2016 Budget – The Council will receive an update on the FY 2015-2016 budget
10. NEW BUSINESS
  - a. Vallejo Library Advisory Board – the Commission will discuss the Vallejo Library Advisory Board.
  - b. Topics/goals of the Solano County Library Advisory Council – the Council will discuss their topics/goals for the coming year.

- c. Election of Officers – the Council will elect a Chair and Vice-Chair for 2016.

- 11. ANNOUNCEMENTS/MEMBER REPORTS
- 12. DATE OF NEXT MEETING – March 21, 2016
- 13. ADJOURNMENT

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

**Report of the Director of Library Services  
to the Solano County Library Advisory Council  
January 2016**

**Personnel**

We have opened up recruitment for the Supervising Librarian position at Town Square and the two vacant librarian positions – one at Cultural Center, the other at Fairfield.

We have filled four Library Associate positions. Ann Nowak and Delilah Wilson have accepted the full time Library Associate positions at the Kennedy Library and the Town Square Library.

Ann has worked at the Pacific Lutheran University Library as well as two library systems in Port Huron, Michigan. She received her Bachelor's degree in organizational management at Hope International University in Fullerton, CA.

Delilah has been an Education Technician at Travis Air Force Base. Prior to that, she worked at the Mitchell Library on the base. She earned her Bachelor's degree in elementary education and history from Fayetteville State University in North Carolina.

Vanessa Quesada has accepted the part time Library Associate position at the Vacaville Town Square Library. Vanessa received her Bachelor's degree in English and Chicano Studies from UC Davis and has also worked as a departmental aide at the Town Square Library from 2006 to 2009.

Sean Smith has accepted the part time Library Associate position at the Kennedy Library. Sean earned his Bachelor's degree in Film and Media studies from UC Santa Barbara. Sean has also worked for the library as a departmental aide.

We have also had four retirements since my last report. Linda Beckemeyer, Patricia Khan, Kristen Loomis and Pat Wall have retired.

And finally, we have had two transfers; Mychal Threats is now at Fairfield, while Kristina Capule is now at Kennedy. Both employees are Library Aides.

**Measure L**

The annual celebration of the restoration of services brought about by the passage of Measure L (1/8<sup>th</sup> cent added to the local sales tax) is slated for January. Amazingly enough, this year marks the 2<sup>nd</sup> year of the Measure L celebration. 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 fourth 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.

### **Grant Application**

The Solano Community Foundation has funded the AWE literacy stations (one for each branch). These are computers and tablets that are loaded with games and activities that enhance early literacy skills for children ages 2-8. The Library will be launching these stations on February 1 at all branches. As you may recall this grant application was submitted by the Foundation. This is another way for the Library to address early literacy skills.

Minutes of the  
**SOLANO COUNTY LIBRARY ADVISORY COUNCIL**  
Monday, November 16, 2015

1. **CALL TO ORDER:** The meeting was called to order by Vice Chair Kurt Overholt at 6:30 p.m.

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

**Members Present:** Diane Barney, Henry Beecher, Bruce DuClair, Neil Hall, Ron Heinrich, Kurt Overholt, Dotty Schenk,

**Members Absent:** Teena Miller, Margie Russell, Lynne Vaughan

**Others Present:** Bonnie Katz, Director of Library Services, Mark Fink, Deputy Director, Tamie Tvrdik, Clerical Supervisor

3. **INTRODUCTIONS:** None.

4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF September 21, 2015:** Mr. DuClair moved to approve the minutes of the September 21, 2015 meeting; seconded by Mr. Heinrich. Motion carried. So ordered by 7-0.

5. **APPROVAL OF AGENDA:** Mr. Heinrich moved to approve the November 16, 2015 agenda; Ms. Barney seconded. Motion carried. So ordered by 7-0 vote.

6. **PUBLIC COMMENT:** None.

7. **CORRESPONDENCE:** None.

8. **DIRECTOR'S REPORT:** Ms. Katz announced that the Library is still in recruitment mode, mainly due to retirements. Four new Librarians have been hired and have started their training. The Library is recruiting for Library Associates and a Supervising Library Assistant.

Ms. Katz reported that the management team is putting together an RFP for the Library's strategic planning. It has been many years since the Library has done an in-depth strategic plan and Ms. Katz decided that some guidance in this process would be helpful. In addition, the Library will be inviting many community focus groups for input into the plan.

9. **OLD BUSINESS:**

Measure L Oversight Committee – the Council will receive an update on the Measure L Oversight Committee.

Ms. Katz announced that the report went to the Board of Supervisors on November 3<sup>rd</sup>. The Oversight Committee agreed that the expenditures that had taken place the previous year for Measure L met the criteria that are stated in the ordinance. The Board of Supervisors were satisfied with what the committee did and passed it on consent.

**10. NEW BUSINESS:**

Career Online High School grant application – Mark Fink, Deputy Director of Library Services, will present an update on this grant application.

Mr. Fink announced that Solano County Library was one of 30 libraries in the state that was awarded the grant to participate in this program. Solano County Library has six scholarships: three funded by the State and three funded by the Friends of the Vallejo libraries. The program is offered completely online and the selected students need to be able to dedicate 10 hours a week to the program. The first course will need to be completed within the first 30 days in order to see if it is a good fit for the student. If it is not, they can withdraw and the Library can assign another student. The Library may be providing laptops and Wi-Fi hotspots to those 6 students. Students will earn a high school diploma and a certificate in their chosen career area including a portfolio with resume and cover letters. Students chose a major from one of eight high-growth high-demand career fields that do not require a college degree. Some of those include child care and education, homeland security, office management, transportation services, etc. Students will be supported by certified instructors, an academic coach and participate in quarterly meetings. Malissa Knapp, Branch Manager, will oversee this program.

**12. ANNOUNCEMENTS/MEMBER REPORTS:**

- a. Ms. Barney announced she attended the Author's Luncheon.
- b. Ms. Schenk will be participating in the Merriment on Main in Vacaville and invited council members to come.
- c. Ms. Katz requested that during the January meeting, the Council discuss their goals and roles for 2016.

**13. DATE OF NEXT MEETING:** January 25, 2016

**14. ADJOURNMENT:** The meeting adjourned at 7:05 p.m.

  
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**BONNIE A. KATZ**  
Director of Library Services