

SOLANO COUNTY LIBRARY ADVISORY COUNCIL

Monday, January 28, 2019

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 September 17, 2018 – (Please bring with you)
- ACTION 5. APPROVAL OF AGENDA
6. PUBLIC COMMENT*
7. CORRESPONDENCE
8. DIRECTOR'S REPORT – Attachment
9. OLD BUSINESS
10. NEW BUSINESS
 - a. Topics/goals of the Solano County Library Advisory Council – the Council will discuss their topics/goals for the coming year.
 - b. Election of Officers – the Council will elect a Chair and Vice-Chair for 2019.
11. ANNOUNCEMENTS/MEMBER REPORTS
12. DATE OF NEXT MEETING – March 18, 2019
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, September 17, 2018

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

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

Members Present: Diane Barney, Gloria Felder, Ron Heinrich, Kurt Overholt, Dotty Schenk, Kathryn Clark Silveira

Members Absent: Stephanie Cobb, Neil Hall, Maria Hernandez, Cassandra Patton

Others Present: Bonnie Katz, Director of Library Services, Amellia Vander Heide, Supervising Librarian, Tamie Tvrdik, clerical

3. **INTRODUCTIONS:** None.

4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF July 16, 2018:**
Mr. Heinrich moved to approve the minutes of the July 16, 2018 meeting; seconded by Ms. Clark Silveira. Motion carried. So ordered by 6-0 vote.

5. **APPROVAL OF AGENDA.** Mr. Heinrich moved to approve the agenda for September 17, 2018; Ms. Schenk seconded. Motion carried. So ordered by 6-0 vote.

6. **PUBLIC COMMENT:** None.

7. **CORRESPONDENCE:** None.

8. **DIRECTOR'S REPORT:** In addition to Ms. Katz's report, she announced that the Solano Kids Read annual program is from September 1st – October 31st. Also Ms. Katz reminded the Council that the Authors Luncheon is November 4th. This is the yearly fundraiser for the Solano County Library Foundation. Mr. Katz announced that two Library projects are underway. 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. The HVAC replacement in the Fairfield Civic Center Library has begun. Ms. Katz announced that the dedication for the Mary B bench and sensory garden on August 18 was well attended. She also reported that digital signage will be going up in every library and will be advertising library programs. The Communications team is working on the design.

9. **OLD BUSINESS:**

Budget Update – The Council will hear a budget update.

Ms. Katz reports that although the Board of Supervisors passed the Library budget for FY 2018-2019, the Library still has a structural deficit. However due to the Library's savings account there is not an issue at present. Personnel costs have risen \$1 million dollars between the years of

FY2017-2018 and FY2018-2019. This is not due to increasing staff but due to increasing medical and PERS costs. The Library's 5-year budget projection takes into account the rising cost of medical and retirement expenses. Included in the 5-year budget projection plan is a new Facility Master Plan. This plan will not include buildings but will be more of a plan to look at our current facilities and come up with innovative ideas to be more flexible as things change and ways to utilize our space. The Library also has budgeted for upgrading signage and rebranding collateral.

10. NEW BUSINESS:

Presentation on Makerspace – The Council will see a presentation by Amelia Vander Heide, Supervising Librarian, on the Makerspace project at the John F. Kennedy Library.

Amelia Vander Heide, Supervising Librarian at the John F. Kennedy Library, gave a presentation on Makerspace at the JFK Library. She explained that a makerspace is basically rebranding the do-it-yourself (DIY) drive as in arts and crafts, textiles, sewing, computers, coding, robotics, etc. This activity has a lot to do with STEAM – science, technology, engineering, arts and math. A makerspace is a workshop that embraces all of these materials. Since JFK has a large adult customer population, their makerspace will be geared more toward adults and young adults in the beginning. JFK received a \$10,000 grant from the CA State Library. They are one of 10 California libraries to pilot this 2-year program. The goal is to have the makerspace at the JFK library up and running in the summer of 2019.

11. ANNOUNCEMENTS/MEMBER REPORTS:

- a. Ms. Schenk shared that Vacaville Town Square Library is having a boot camp for writers in October.
- b. Ms. Schenk also announced that she will be doing a mask-making class in October and a needle felting class in November. These are both at the Vacaville Town Square Library.
- c. Ms. Clark Silveira shared an article in the paper about her Mindful Movement classes held throughout the Solano county libraries.

12. DATE OF NEXT MEETING: The next Solano County Advisory Council meeting will be Monday, November 19, 2018 at 6:30 pm.

13. ADJOURNMENT: The meeting adjourned at 7:21 p.m.


BONNIE A, KATZ
Director of Library Services

**Report of the Director of Library Services
to the Solano County Library Advisory Council
January 2019**

Personnel

We continue to fill positions since my last report in September. Sabrina Alipate has filled the full-time Library Aide position at JFK. Sabrina has a background in sales management as well as an educational background in film studies and journalism. Jerilyn Selfaison and Galila Kitzes have been hired as extra help Library Associates. Chad Brown is the new half-time Library Aide at the Fairfield Civic Center Library. Chad previously worked with new staff hires at Health and Social Services. Ralianna James is the full-time Library Associate in the Telephone Assistance Center. Ralianna was a Departmental Aide at the Fairfield Civic Center Library for three years. Kevin Lowe has been promoted to the half-time Library Associate position at the Suisun City Library. Kevin has worked for the Library as a Departmental Aide, extra help Library Aide, and a Library Aide at the Suisun City Library.

Lisa Lin has joined the staff as the Administrative Services Manager. She was employed as a Policy & Financial Analyst with Health and Social Services and has an extensive background in accounting.

Last, but not least, Jessica Jupitus is our new Deputy Director of Library Services overseeing the public service division. Jess has worked at the Sacramento Public Library beginning as a youth and programming librarian and ending as a Public Service Manager overseeing ten branches.

Although it seems as if we should be fully staffed, we are recruiting for two librarian positions, a half-time children's librarian at Rio Vista and a full-time adult services position at Vacaville Cultural Center. We also have a full-time Library Aide vacancy at the Suisun City Library. In addition, we are trying to fill the remaining extra help, Library Associate and Library Aide positions.

Measure L

The annual celebration of the restoration of services brought about by the passage of Measure L (1/8th cent added to the local sales tax) is slated for January. Amazingly enough, this year marks the 5th 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.

Quilt Display

Throughout the month of February, the Library will be celebrating Black History Month with our seventh 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 15 years. They have donated quilts to many non-profits including Mission Solano and U.C. Davis Medical Center. The branches will also be hosting programs on quilting and African American History.

Super Saturday – Free Tax Preparation

We will once again participate in free tax preparation for low income families in two of our libraries –Suisun and Vacaville Cultural Center. We partner with United Way to provide this service.

Automated Materials Handling (AMH)

AMH is moving forward. Renovations in the return area at the Fairfield Civic Center Library are taking place. Equipment installation is set to begin on February 13. We hope to be up and running by the end of February.

Staff Innovation Grants

As you may recall we started a Staff Innovation Grant program in 2017 which was very successful. We solicited proposals from staff in December for the 2019 program. We will be funding a Citizenship Corner, Duplo Table, Nintendo Switch gaming system and exploring public charging Kiosks.