

SOLANO COUNTY LIBRARY ADVISORY COUNCIL

Monday, January 27, 2020

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 16, 2019 – (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.
  - ACTION b. Election of Officers – the Council will elect a Chair and Vice-Chair for 2020.
  - c. Mike Eitner, Deputy Director of Library Services, will present and discuss his plans for Support Services.
11. ANNOUNCEMENTS/MEMBER REPORTS
12. DATE OF NEXT MEETING – March 16, 2020
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 16, 2019**

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, Kathryn Clark Silveira, Stephanie Cobb, Gloria Felder, Neil Hall, Maria Hernandez, Kurt Overholt, Dotty Schenk

**Members Absent:** Ron Heinrich, Cassandra Patton

**Others Present:** Bonnie Katz, Director of Library Services, Suzanne Olawski, Assistant Director of Library Services, Tamie Tvrdik, clerical

3. **INTRODUCTIONS:** Chris Rogers, Management Analyst for the Library from the County Administrator's Office introduced herself.

4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF July 15, 2019:**

Mr. Hall moved to approve the minutes of the July 15, 2019 meeting; seconded by Mr. Overholt. Motion carried. So ordered by 8-0 vote.

5. **APPROVAL OF AGENDA.** Ms. Clark Silveira moved to approve the agenda for the September 16, 2019 meeting; Mr. Overholt seconded. Motion carried. So ordered by 8-0 vote.

6. **PUBLIC COMMENT:** None.

7. **CORRESPONDENCE:** None.

8. **DIRECTOR'S REPORT:** In addition to Ms. Katz's written report, she mentioned the success of the summer reading challenge that resulted in 8,588 customers participating and reading a total of 2.4 years. She added The Makery opened in the JFK library at the end of August and the community has been excited about it. Ms. Katz updated the Council on the staff innovation grants whereas the musical instruments are now circulating out of the Cordelia library and has been so successful that there may be other branches circulating musical instruments in the near future. The hotspots are circulating. Charging stations should be available soon, which is another innovation grant from our staff. Blood pressure kits continue to circulate. Flu shot clinics @ your Library are being offered again this fall. Dates and times are on the website. In collaboration with the schools, the Library has launched the Student Access card which is their Student ID card that can be used as their library card. Students can check out three books and receive no fines. The pilot program started last year with three schools in Fairfield and will be rolled out to the rest of the schools in the Fairfield Suisun Unified School District and then to the rest of the school districts served by Solano County Library.

**9. OLD BUSINESS:**

Budget Update – the Council will hear a budget update

Ms. Katz reported that the budget is status quo that was approved in June. The final figures came out in August and the Library budget is fine. She reported there will be a 3% COLA and the Library's budget will be able to cover the cost because of the vacancies there are right now.

**10. NEW BUSINESS:**

Public Services report – Suzanne Olawski, Assistant Director of Library Services, will present a report on plans and programs happening in public service.


Ms. Olawski reported on the 1,000 Books before Kindergarten program which is part of the Library's strategic plan putting a focus on school readiness and encouraging lifelong love of reading. This is in collaboration with the school districts in the cities the Library serves. The Solano Kids Read program is a fun program where kids are encouraged to read and complete some challenges to earn "meow" bucks to spend on prizes and trinkets, etc. The Teen Fall Writing Contest is happening now through October and is geared toward teens ages 12-18 and focuses on short stories, fiction writing, and poetry. Stories and poems will be published in the online literacy magazine. Ms. Olawski shared that the Library is collaborating with Health and Social Services and has applied for several grants on health-related matters. As part of the strategic plan, the Library is preparing on making 2020 the Year of Health Literacy focusing on healthy and vibrant communities including physical, mental and financial health.

**11. ANNOUNCEMENTS/MEMBER REPORTS:**

- a. Mr. Hall asked about solar panels and charging stations for vehicles. Ms. Katz informed the Council that the charging stations are in the talking stage with the County and reminded the Council this building is a County facility. The building has a copper roof which does not work with solar panels; however other staging areas are being considered.
- b. Ms. Barney inquired about the Author's Luncheon. It is November 3<sup>rd</sup> at Rancho Solano and \$90/person. Look on the Foundation website for further information: [solanolibraryfoundation.org](http://solanolibraryfoundation.org)
- c. Ms. Clark Silveira shared that at JFK there will be a class for babies ages 0-2 fashioned after the Mindful Movement classes and featuring sign language.
- d. Ms. Hernandez is excited about the JFK's Makery.
- e. Ms. Schenk shared that she is involved with the Writers Toolbox program to be held on September 28<sup>th</sup> at the Town Square library.

**12. DATE OF NEXT MEETING:** The next Solano County Advisory Council meeting will be Monday, November 18, 2019 at 6:30 pm.

**13. ADJOURNMENT:** The meeting adjourned at 7:15 p.m.

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

**Report of the Director of Library Services  
to the Solano County Library Advisory Council  
January 2020**

**Personnel**

We continue to fill positions since my last report in September. Kristi Putz has filled the half-time Library Aide position at the Fairfield Civic Center Library. Kristi has worked for the library as an extra help library aide and has previous experience in customer service. Esther Schenone has been promoted to the full time Library Aide position at the Suisun City Library. Esther has been a half-time Library Aide and a departmental aide. Robyn Lacy-Sanders has filled the other half-time Library Aide position at the Fairfield Civic Center Library. Robyn also worked for the Library as a departmental aide before this promotion. Zachary Craig has been promoted to the half-time Library Aide position at the John F. Kennedy Library. Zachary also worked as a departmental aide.

Brian Cruz joined the staff as an additional IT Specialist I. Brian brings varied experience in IT support through his military service and subsequent contract work.

Katherine Cordova is our new full-time Literacy Program Assistant. Katherine was formerly a preschool teacher for UC Davis.

We have also promoted Melissa Padaca to the Marketing and Community Relations Officer overseeing the library's communications division. Melissa's most recent position was as the Digital Community Librarian responsible for the Library's social media marketing and website content management. Michael Threats has accepted the position of Digital Community Librarian. Michael is currently the children's librarian at the Springtowne Library.

Charlie Radin has accepted the full-time Teen Librarian position at the John F. Kennedy Library. Charlie joins us from New York Public Library where he worked with teens for the past five years.

Nikki Hyatt has been promoted to the full-time Adult Librarian position at the Cordelia Library and Junella Hayes is transferring to the full-time Supervising Library Assistant position at the John F. Kennedy Library.

In addition we have had three retirements, Nancy Wilson, Deputy Director and Tamie Tvrdik, Clerical Operations Supervisor retired in December and Dan Rhodes, Library Associate is retiring February 7. Laurence Bacud will be reassigned to Dan's position.

Last, but not least, Mike Eitner (who will be at your meeting) is our new Deputy Director of Library Services overseeing the support services divisions. Mike's previous position was as the Community Librarian overseeing the daily operations of the Saratoga Library at Santa Clara County Library District.

Although it seems as if we should be fully staffed, we are recruiting for two librarian positions, a full-time children's librarian at Springtowne and a full-time adult services position at Fairfield Civic Center Library. We also have two half-time Library Aide vacancies, one at Fairfield Civic Center and one at Springtowne. There are two Library Associate positions, one at Cordelia and one at John F. Kennedy and finally, a Library

Branch Manager position due to the resignation of Stephanie Hope-Cochran. We will also be filling three vacant positions at the Dixon Library, two Library Associate positions and a Supervising Librarian positions.

### **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 6th 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 eighth 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 16 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. The format has been changed by United Way and we will only be able to provide this service in one library – Fairfield Civic Center Library on February 1<sup>st</sup>. We continue to partner with United Way to provide this service.