

Minutes of the
SOLANO COUNTY LIBRARY ADVISORY COUNCIL
Monday, July 20, 2015

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: Bruce DuClair, KT Graham, Ron Heinrich, Teena Miller, Kurt Overholt, Dotty Schenk, Mary Shilts, Lynne Vaughan

Members Absent: Diane Barney, Margie Russell

Others Present: Bonnie Katz, Director of Library Services, Lani Clarke and Malissa Knapp, Library Branch Managers, Tamie Tvrdik, Clerical Supervisor
3. **INTRODUCTIONS:** Bonnie introduced Lani Clarke and Malissa Knapp, Library Branch Managers, and the Council members introduced themselves.
4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF May 18, 2015:** The minutes of the May 18, 2015 meeting were unanimously approved on motion of Mr. Overholt, seconded by Mr. Heinrich. So ordered by 8-0 vote.
5. **APPROVAL OF AGENDA.** Mr. DuClair moved to approve the July 20, 2015 agenda; Mr. Overholt seconded. Motion carried. So ordered by 8-0 vote.
6. **PUBLIC COMMENT:** None.
7. **CORRESPONDENCE:** None.
8. **DIRECTOR'S REPORT:** Ms. Katz informed the Council that the Library continues to be in recruitment mode after 6 retirements and several vacancies. We are recruiting for Deputy Director, Librarian, Library Associate, Library Assistants, Office Assistant III for Literacy and Departmental Aides. Most of these positions should be filled by September. The Board of Supervisors approved three new positions: .5 Children's Librarian at Rio Vista, .5 Children's Librarian at Cordelia and 1.0 Library Associate position at the Vacaville Town Square Library. Ms. Katz added that before the economy went south the Library had 142 FTE positions; presently there are 109.

Ms. Katz informed the Council that the migration from CARL to Polaris continues and negotiations are planned for August. The actual move will happen around July 2016.

The CENIC or CalREN project that the Council discussed at the May meeting has been progressing. The equipment has arrived and automation is working on the configuration. The Library is projected to be up and running with increased speed and access to wifi sometime in September, with the exception of RIO.

The Solano County Library Foundation is in between executive directors and going through changes and regrouping by doing some fundraisers. The major part of the Foundation has always been the funding of materials for the Reach Out and Read program which costs about \$60,000 a year. Kaiser and NorthBay are now funding their own materials for their clinics. Sutter has not stepped up to the plate and those clinics may be dropped from the program.

The Foundation's major fundraiser is the Author's Luncheon which will be Sunday November 1st. More information to follow.

The Foundation is partnering with Hopkins Auto. During the week of August 10-17, for each new Honda or Acura that is sold Hopkins Auto will donate \$100 to the Foundation.

9. OLD BUSINESS:

Budget Update – The Council will receive a budget update.

The Board of Supervisors passed the County budget. In addition to the increase in budget for the three positions, the Library budget also was approved for:

- Increase in materials budget in order to purchase more electronic resources
- Repairs and housekeeping projects on some of the buildings

The union is in negotiation and there will be a COLA increase along with increases in health care and retirement. The Library budget is in good shape but still in a structural deficit.

The Library will be revisiting the Facility Master Plan in the next year. Ms. Katz reported that the Vacaville Library Commission is discussing an expansion of the Cultural Center library to add a meeting room. Ms. Katz is also in talks with Mayor Davis about restoring the 6 hours at JFK library.

10. NEW BUSINESS:

Newly Appointed Branch Managers – Newly appointed Branch Managers, Lani Clarke and Malissa Knapp, will speak about themselves and their plans for their clusters.

Lani Clarke has worked for Solano County Library for 16 years starting as a Children's Librarian in 1999. In 2007, she became the Supervising Librarian at the Vacaville Cultural Center Library and then promoted to the Branch Manager in January 2015. She manages the Fairfield cluster which includes FCC, SUI, COR and RIO. She expressed the importance of outreach, building services that appeal to a broader base, supporting adults in literacy and computer skills and developing partnerships. She added that the Library already does an outstanding job with school readiness and she'd like to see us do a better job of reaching parents through a combination of education and outreach.

Malissa Knapp started with the Solano County Library in 2014 as a Supervising Librarian at RIO, transferred to VCC and just recently has been promoted to Branch Manager. She will manage the Vacaville and Vallejo libraries. Her goals are aligned with Ms. Clarke's. She stated that she is taking time to get to know the community and staff and looking into staff development and training opportunities to ensure continued excellent customer service. She'd

like to further develop the Vallejo and Vacaville libraries as a center for community development and renew focus on community outreach and collaboration.

12. ANNOUNCEMENTS/MEMBER REPORTS:

- a. Ms. Schenk announced she is volunteering at the County Fair.
(Mary Shilts, KT Graham and Teena Miller also volunteered.)
- b. Ms. Miller will be speaking at the Vallejo Relay for Life on August 1st.

13. DATE OF NEXT MEETING: September 21, 2015

14. ADJOURNMENT: The meeting adjourned at 7:20 p.m.



BONNIE A. KATZ
Director of Library Services