

SOLANO COUNTY LIBRARY ADVISORY COUNCIL

Monday, July 20, 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 May 18, 2015 – (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 receive a budget update.
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.
11. ANNOUNCEMENTS/MEMBER REPORTS
12. DATE OF NEXT MEETING – September 21, 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, May 18, 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: Diane Barney, Ron Heinrich, Teena Miller, Kurt Overholt, Dotty Schenk, Mary Shilts, Lynne Vaughan

Members Absent: Bruce DuClair, KT Graham, Margie Russell

Others Present: Bonnie Katz, Director of Library Services, Tamie Tvrdik, Clerical Supervisor

3. **INTRODUCTIONS:** Ms. Katz introduced the Library's new Assistant Director, Suzanne Olawski. Ms. Olawski gave a brief background of herself. Ms. Olawski worked for Solano County Library in various positions several years ago. In recent years, she has worked in management and executive positions for the libraries in Berkeley and San Mateo. The Commission introduced themselves as did Beth Molyneux, Library Associate at the Vacaville Cultural Center Library.

4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF March, 2015:** The minutes of the March 16, 2015 meeting were unanimously approved on motion of Mr. Overholt, seconded by Mr. Heinrich. So ordered by 7-0 vote.

5. **APPROVAL OF AGENDA.** Ms. Barney moved to approve the May 18, 2015 agenda; Mr. Heinrich seconded. Motion carried. So ordered by 7-0 vote.

6. **PUBLIC COMMENT:** None.

7. **CORRESPONDENCE:** None.

8. **DIRECTOR'S REPORT:** Ms. Katz informed the Council that the Library is in recruitment mode after 6 retirements and several vacancies. We are recruiting for Deputy Director, Branch Manager, Librarian, Library Associate, and Library Assistants. There will be only one Deputy Director filled at this time even though there are two openings. Ms. Katz is hoping to have positions filled by the end of August. She reported that the Library is asking the Board of Supervisors to approve three 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 informed the Council that the SNAP Directors have decided to move from CARL to POLARIS and will be entering negotiations. The move to POLARIS will happen around July of 2016.

The Women's History Luncheon was very successful, earning the most revenue since its inception.

9. OLD BUSINESS:

California Research and Education Network Project - the Council will receive an update on the California Research and Education Network (CALREN) project

Ms. Olawski explained that the nonprofit organization, CENIC, operates the CalREN project. This is an initiative to provide a high-capacity network for schools and libraries. This has been approved by the Board and the Governor has put money in this budget to support it statewide. Solano County Libraries are planning to have the equipment in and programmed by the end of August. This should increase our speed and access to wifi. This increase will be at all libraries except Rio Vista because Rio Vista is on a different telephone system.

10. NEW BUSINESS:

Summer Reading Program – the Council will receive a presentation on the Summer Reading Program for children and teens

Beth Molyneux, Library Associate at the Vacaville Cultural Center Library, gave an overview of this year's Summer Reading Program. The theme is Read to the Rhythm for all three programs, pre-school, children's and young adult. Ms. Molyneux stated that the summer reading program prevents the "summer slide" and provides the opportunity to have fun while reading. For the Young adults, this also provides volunteer opportunities. The Summer Reading Program is from June 8th – August 8th. The schedule of all programs at all of the branches is in the summer newsletter, Check It Out, and can be found online at solanolibrary.com. All of these programs are supported by the Friends of the Libraries groups.

12. ANNOUNCEMENTS/MEMBER REPORTS:

- a. Ms. Miller shared that she spoke at the CA Democratic Convention last weekend.
- b. Ms. Miller also shared that she is having a tree dedicated in her honor on May 30th at the first city park that was established in Vallejo.
- c. Ms. Schenk participated in a book fair at Barnes and Noble that was successful.

13. DATE OF NEXT MEETING: July 20, 2015

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



BONNIE A. KATZ
Director of Library Services

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

Personnel

Recruitments

We are in major recruitment mode this month. We interviewed and hired Malissa Knapp as the Branch Manager for the Vacaville and Vallejo clusters. This has left a vacancy in our supervising librarian class and we are interviewing for that position on July 23rd. In addition, we have interviewed for the vacancies in the library assistant positions in Cordelia, Fairfield, Suisun and Vacaville Cultural Center. The vacancies have occurred due to retirements, promotions and resignations.

The interviews for the Deputy Director position will be held on July 29th. We are also recruiting for librarians. We currently have a half time vacancy in Rio Vista as the Board approved adding this position and a full time vacancy at JFK due to a promotion.

We will be opening a recruitment for Library Associate for the additional position that was added in the budget for the Vacaville Town Square Library. We will also need to fill the half time vacancy at the Fairfield Library.

We also held interviews for the Office Assistant III position for the Literacy division and hope to have a decision in the next few weeks.

Summer Reading Program

Summer Reading Program is in full swing with programs for all ages. To date we have over 3,900 children signed up for the children's reading program, "Read To The Rhythm!" and over 530 young adults for the 2015 teen summer reading program. We are using the same theme for both programs to promote reading as a fun summer activity. Studies have shown that the effect of reading just four to five books over the summer can maintain important reading skills developed throughout the school year. In fact, children who do not read during the summer are found to fall as much as one grade level behind their peers.

Read Away Fines

I thought I would give you an update on our Read Away fines program for children and young adults. From January through June of this year we have had 3,587 youth up from 3,082 last year participate in the program. They have read for 3,228 hours up from 2,444 hours last year. One parent wrote, "Appreciate this service, good motivation for learning and responsibility! Thanks!" This continues to be a very well received and successful program for the Library.

Branch Manager Presentations

Lani Clarke, Branch Manager for the Fairfield, Rio Vista and Suisun Libraries and Malissa Knapp, newly appointed Branch Manager for the Vacaville and Vallejo Libraries will be on hand to introduce themselves and talk about their plans for their respective library branches.