

SOLANO COUNTY LIBRARY ADVISORY COUNCIL

Monday, July 18, 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 May 16, 2016 – (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

Strategic Plan Discussion – Mark Fink, Deputy Director of Library Services, will lead a discussion about the Solano County Library's Strategic Plan.
11. ANNOUNCEMENTS/MEMBER REPORTS
12. DATE OF NEXT MEETING – September 19, 2016
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 16, 2016

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

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

Members Present: Diane Barney, Bruce DuClair, Ron Heinrich, Teena Miller, Kurt Overholt, Dotty Schenk, Lynne Vaughan

Members Absent: Neil Hall

Others Present: Bonnie Katz, Director of Library Services, Cathy Perez, Office Assistant

3. **INTRODUCTIONS:** Ms. Katherine Clark-Silveria, resident of Vallejo and Ms. Josette Lacey, Aide to Supervisor Erin Hannigan District 1. All Council members introduced themselves to Ms. Clark-Silveria. Ms. Clark-Silveria was asked by Supervisor Erin Hannigan to attend the meeting with the possibility to represent the District 1 on the Solano County Library Advisory Council.

4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF January 25, 2016:** Mr. DuClair moved to approve the minutes of the January 25, 2016 meeting; seconded by Ms. Barney. Motion carried. So ordered by 7-0 vote.

5. **APPROVAL OF AGENDA.** Mr. Heinrich moved to approve the May 16, 2016 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 reported on March and May 2016 Librarian's reports.

Ms. Katz distributed the new spring Check It Out newsletter.

Ms. Katz reported on a new pilot program, Stay & Play at the Fairfield Cordelia Library. The center is a partnership between Solano County Library and First Five Solano. It's designed as a space for families to explore, imagine and have fun together. This center will include an AWE station (Early Learning Station as mentioned in the Spring 2016 newsletter) An invitation was sent to all Council members to attend the ribbon cutting ceremony on Wednesday, May 18, 2016 at 9:30 a.m.

The Library wants to hire a consultant to help with a 3-year Strategic Plan for the Library. This request will go to the Board of Supervisors on June 7th. The strategic planning process will begin in July and/or August.

Ms. Katz reported on a new service for interlibrary loan called Link+. This service is similar to SuperSearch that is no longer offered. Link+ will be a 5-year contract that is shared with the partnering libraries. The consortium has applied for this service and is now on a waiting list to implement. It takes approximately 4 months.

Ms. Katz reported on the SNAP Consortium. Napa County left the consortium on March 31, 2016. Solano Community College and Napa Valley College will exit June 30, 2016. The remaining libraries are Solano County, Benicia, Dixon and St. Helena. The new name is SPLASH-Solano Partner Libraries and St. Helena. New collateral and consortium logo are in development.

SPLASH is in negotiations with TLC which is the current library system vendor. A new contract will begin on July 1, 2016. The new contract will feature CARL Connect which will allow library staff to take a laptop and/or tablet remotely and sign up individuals for library cards.

CENIC project is complete. This allowed high speed broadband to public libraries throughout California. This included 7 of the 8 Solano County libraries (Rio Vista was not able to be part of this project) and Benicia.

Career Online High School update-currently there are six students enrolled in Vallejo. Supervisor Hannigan funded two additional student slots with funds from her discretionary monies and the Friends of the Vallejo libraries will fund two additional slots. Since these are matching grants from the State Library, Vallejo will add eight more students to the program. The Fairfield Friends have funded three students so there will be a total of six students for Fairfield. With the current six students enrolled, and the additional fourteen slots, there will be a total of twenty students that will be able to obtain a high school diploma.

The Library will implement an Automatic Materials Handling System in FY16/17 at all libraries except Rio Vista and Springstovne. The Library is in the process of hiring a consultant for this project. Ms. Katz explained when a book, CD or other item is returned to the library, it drops onto an automated conveyor system that carries materials to a sorting bin. The item is automatically checked back into the library. Once the item is checked in, a machine orients it for its next destination.

9. OLD BUSINESS: None

10. NEW BUSINESS:

Proposed Budget FY2016-2017-the Council will discuss the proposed budget for next year and make take action.

Mr. DuClair moved to approve the proposed budget for FY 2016-2017; Ms. Miller seconded. Motion carried. So ordered by a 7-0 vote.

12. ANNOUNCEMENTS/MEMBER REPORTS:

- a. Ms. Miller asked when the sales tax measure will expire; the sales tax measure will expire in 2030.
- b. Ms. Barney reported NorthBay Healthcare is partnering with Solano County Library for the Adult Summer Reading Challenge. Librarians, Kevin Tolley and Shawn Kelley attended the NorthBay Book Drives to promote the Adult Summer Reading Challenge. Ms. Katz reported Benicia and Dixon libraries are participating too. The goal is to read 100,000 books-one for every family in Solano County. The Summer Reading Challenge begins June 1st and runs until August 31st.

13. DATE OF NEXT MEETING: July 18, 2016

14. ADJOURNMENT: The meeting adjourned at 7:28 p.m.



BONNIE A. KATZ
Director of Library Services

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

Personnel

Recruitments

We are still in recruitment mode. We will be opening a recruitment for Library Assistant for two vacant full time positions, one at JFK and one at Suisun and the half time position that was added in the budget for the Vacaville Cultural Center Library. We will also be recruiting for a Branch Manager position that was added as part of the budget.

Staff changes/promotions

We have been able to fill numerous positions since my last report. Tamar Kirschner is the new Supervising Librarian in Technical Services. Tamar comes to us from Oakland Public Library where she managed all aspects of collection development and interlibrary loan.

Elizabeth Bell is the new teen services librarian at the Fairfield Civic Center Library. Since coming to California Elizabeth has worked at Burbank Public Library, South Pasadena Public Library, Glendora Public Library and El Segundo Public Library. David Green has joined the staff at the Fairfield Civic Center Library as a full time Adult Services Librarian. David has worked extra help for us as well as having been a senior librarian for the California State Prison system.

Charlie Hyatt is the new half time library associate at the Cordelia Library. Charlie taught high school English and worked as a library assistant at an academic library. Spencer Shimel is the new half time library associate at the Suisun City Library. Spencer has worked as a departmental aide for the library for the past eight years.

David Barney is the new full time library aide at the Fairfield Library. David has been working extra help for the library for the past year. Tyler Cavett has been hired as a half time library aide at the Kennedy Library. Tyler has also been working extra help for the library for the past two years.

Teresa Lavell has converted from her extra help Literacy Program Assistant to a permanent half time position which we added at third quarter.

And finally Jennifer Lariviere was reassigned to Suisun City Library as a full time Library Associate and Elyse Haire was reassigned to Suisun City Library as the full time children's librarian.

Summer Reading Program

Summer Reading Program is in full swing with programs for all ages. As you recall we have changed the format of this year's Summer Reading Program to a "challenge". Everyone from children to adults can read and win prizes. We began the program June 1 and it ends on August 31. Our goal is to have the community read 100,000 books – one book read for each family in Solano County. To date we have over 6,600 folks signed up for the Summer Reading Program who have read over 16,000 books.

Strategic Plan Presentation

Mark Fink will be present to discuss the strategic planning process. We have started the process with our consultant with a two day kick off meeting on July 7 & 8. The consultant met with staff and presented the process he plans to use to facilitate the development of the plan. Mark will be at your meeting to discuss the process for the plan.