

SOLANO COUNTY LIBRARY ADVISORY COUNCIL

Monday, May 17, 2021

Zoom Virtual Meeting

6:30 p.m.

Consistent with Executive Order N-29-20 from the Executive Department of the State of California and the Shelter in Place Order, the Solano County Library Advisory Council is not physically open to the public, and the meeting is held via teleconference.

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.

Join Zoom Meeting

<https://us02web.zoom.us/j/89929845611?pwd=QnR2dXlrRXlmYVVFfaS96R21EZkNBQT09>

Meeting ID: 899 2984 5611

Passcode: 386053

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 899 2984 5611

Passcode: 386053

PUBLIC COMMENTS: To submit public comments, please see the option below.

The moderator will recognize you for the discussion at the appropriate time. Speakers will provide their name to the Advisory Council after which the speaker will have five (5) minutes to speak.

AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
- ACTION 4. APPROVAL OF MINUTES AS MAILED FOR MEETING OF March 15, 2021
- ACTION 5. APPROVAL OF AGENDA
6. PUBLIC COMMENT*
7. CORRESPONDENCE

8. DIRECTOR'S REPORT – Attachment
9. OLD BUSINESS
 - a. Suzanne Olawski, Assistant Director of Library Services, will present to discuss the Library's continuing reopening plans
10. ANNOUNCEMENTS/MEMBER REPORTS
11. DATE OF NEXT MEETING – July 19, 2021
12. ADJOURNMENT

Minutes of the
SOLANO COUNTY LIBRARY ADVISORY COUNCIL
Zoom Virtual Meeting
Monday, March 15, 2021

1. **CALL TO ORDER:** The meeting was called to order by Chair Hall at 6:32 p.m.

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

Members Present: Kathryn Clark Silveira, Stephanie Cobb, Dotty Schenk, Diane Barney, Ronald Heinrich, Neil Hall, Dave McCallum, Lloyd McCabe

Members Absent: Kurt Overholt, Maria Hernandez

Others Present: Bonnie Katz, Director of Library Services; Cathy Sheldon, clerical

3. **INTRODUCTIONS:**

None

4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF January 25, 2021:**

Ms. Cobb moved to approve the minutes of the January 25, 2021 meeting; seconded by Ms. Barney. Motion carried. So ordered by 8-0 vote.

Yes Kathryn Clark Silveira

Yes Stephanie Cobb

Yes Dotty Schenk

Yes Diane Barney

Yes Ronald Heinrich

Yes Neil Hall

Yes Dave McCallum

Yes Lloyd McCabe

5. **APPROVAL OF AGENDA.** Mr. McCabe moved to approve the agenda for the March 15, 2021 meeting; Mr. Hall seconded. Motion carried. So ordered by 8-0 vote.

Yes Kathryn Clark Silveira

Yes Stephanie Cobb

Yes Dotty Schenk

Yes Diane Barney

Yes Ronald Heinrich

Yes Neil Hall

Yes Dave McCallum

Yes Lloyd McCabe

6. **PUBLIC COMMENT:** None.

7. **CORRESPONDENCE:** None

8. **DIRECTOR'S REPORT:**

In addition to Ms. Katz's written report, she reported the library continues to interview/recruit for open positions.

Ms. Katz stated the library has resumed Link+ services. Link+ is a listing of material holdings from participating libraries in California and Nevada.

Automated Materials Handling (AMH) is now up and running at Fairfield Civic Center Library, John F. Kennedy Library, Cordelia Library, Vacaville Town Square Library and Vacaville Cultural Center Library. This completes all the installations of this equipment.

Ms. Katz stated the library's facility master plan and new branding design will go to the Board of Supervisors on March 23, 2021. The Council can view the meeting at solanocounty.com - Board of Supervisors meetings.

Ms. Katz reported the County is in the red tier; this allows the library to increase appointments and increase the amount of people in the library with social distancing in place.

The library started to quarantine materials for twenty-four hours instead of ninety-six hours. Research has shown the virus is not transmitted from the surface of library materials; the library will be able to offer better customer service since materials will be available more quickly.

Ms. Clark Silveira inquired about the tickets to the Amy Tan event. If a person had a ticket for the previous event, do they still need to hold on to the ticket? Ms. Katz said people that had tickets before will get new tickets.

9. **NEW BUSINESS:**

- a. Proposed Budget FY 2021-2022 – the Council will discuss the proposed budget for next year and may take action.

Mr. Heinrich moved to approve the proposed budget FY 2021-2022; Ms. Schenk seconded. Motion carried. So ordered 8-0 vote.

Yes Kathryn Clark Silveira

Yes Stephanie Cobb

Yes Dotty Schenk

Yes Diane Barney

Yes Ronald Heinrich

Yes Neil Hall

Yes Dave McCallum

Yes Lloyd McCabe

10. ANNOUNCEMENTS/MEMBER REPORTS:

- a. Ms. Clark Silveira stated she is still running her daycare and her kid's yoga program is virtual. Ms. Clark Silveira inquired about when the library will have in person gatherings again. Ms. Katz stated this depends on the tier and the social distancing requirements.
- b. Ms. Schenk reported the Writer's Group continues to meet via Zoom.
- c. Neil Hall stated he has seen Ms. Barney's name in the news; Mr. Hall made an appointment to come into the library and the whole process worked well.
- d. Mr. McCallum stated people are using the library and are not complaining; he gave kudos to the library on how the library has worked so hard to offer services in a new way with all the challenges.
- e. Mr. McCabe stated he sits on the Dixon Unified School Board and on March 4th they announced providing students with the student access library card; he stated whoever had this idea, it was a brilliant idea.

Ms. Katz announced she is retiring in June.

11. DATE OF NEXT MEETING: The next Solano County Advisory Council meeting will be Monday, May 17, 2021 at 6:30 p.m.

12. ADJOURNMENT: The meeting adjourned at 7:05 p.m.



BONNIE A. KATZ
Director of Library Services

**Report of the Director of Library Services
to the Solano County Library Advisory Council
May 2021**

Personnel

We continue to fill many positions. Maria Ruiz Olide has accepted the full-time children's librarian position at the John F. Kennedy Library. She has extensive customer service experience and has worked for years with children on the autism spectrum, including group library visits.

Sonia Perez has accepted the full-time children's associate position at the Cordelia Library. She has worked a variety of customer service positions in addition to working for the San Francisco Public Library as an academic tutor for school-aged children and a computer lab assistant.

David Marsh has been promoted to the full-time children's librarian position at the Rio Vista Library. He began his career with the Library in 2017 as a library associate and has offered exceptional children's programming during his time with the County.

Sean Smith has accepted the reassignment to the full-time circulation library associate position at the Vacaville Town Square Library. He joined the Library in 2012 as a departmental aide and is currently working as a library associate at the John F. Kennedy Library.

Josh Ellington has accepted the full-time library aide position at the Springstowne Library. He has 13 years of experience as a paramedic. He has also volunteered as an adult literacy tutor.

Brenda Guzman has accepted the full time Office Assistant II position at Library Headquarters. She provides clerical support to administration functions including assisting with facilities issues and updating and compiling library data and statistics.

Although it seems as if we should be fully staffed, we are recruiting for a half time library associate position at the John F. Kennedy Library. We are also recruiting for numerous library assistant positions, half-time at the Kennedy Library, Fairfield Civic Center Library, and 2 half -time positions at the Dixon Library.

Facility Master Plan

The Board of Supervisors accepted our Facility Master Plan on March 23. In addition to the facility plan, included in the presentation was the Library's new branding program. If you have looked at our website recently, you'll see our new logo and color. A presentation of the plan will be made to the Council at an upcoming meeting.

Book Locker

The Library applied for and received a grant to install a Book Locker outside of the First 5 Center in Vallejo. We are working on having it installed and getting the infrastructure needed to ensure that it works properly. The Book Locker is an automated kiosk where library users can pick up holds. If this is successful, we'll look at purchasing and installing additional book lockers at other locations.

Reopening plans

Assistant Library Director, Suzanne Olawski, will be present to talk about the Library's continuing reopening plans.