

SOLANO COUNTY LIBRARY ADVISORY COUNCIL
Monday, September 20, 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.

Join Zoom Meeting

<https://us02web.zoom.us/j/89377591722?pwd=YjdLUDJldTdTQzhwRXhCcWlhSmp0Zz09>

Meeting ID: 893 7759 1722
Passcode: 050360

Dial by your location
+1 669 900 6833 US (San Jose)
Meeting ID: 893 7759 1722
Passcode: 050360

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 July 19, 2021
- ACTION 5. APPROVAL OF AGENDA
6. PUBLIC COMMENT*
7. CORRESPONDENCE
 - a. Letters from Kirk Overholt
8. DIRECTOR'S REPORT – Attachment

9. NEW BUSINESS

Literacy Services Update-Cherelyn Hunt, Literacy Program Manager, will present an update on the adult literacy program.

10. ANNOUNCEMENTS/MEMBER REPORTS

11. DATE OF NEXT MEETING – November 15, 2021

12. ADJOURNMENT

Minutes of the
SOLANO COUNTY LIBRARY ADVISORY COUNCIL
Zoom Virtual Meeting
Monday, July 19, 2021

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

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

Members Present: Noah Dove, Dotty Schenk, Diane Barney, Ronald Heinrich, Neil Hall, Kurt Overholt, Ariel Ortila, Lloyd McCabe, and Dave McCallum

Others Present: Suzanne Olawski, Solano County Library Director of Library Services; Julie Stratton, member of the public; Cathy Sheldon, Solano County Library Office Assistant III

3. **INTRODUCTIONS:**

Chair Hall had all members introduce themselves; Mr. Dove and Mr. Ortila are new members on the Council.

4. **APPROVAL OF MINUTES AS MAILED FOR MEETING OF May 17, 2021:**

Mr. McCabe moved to approve the minutes of the May 17, 2021 meeting; seconded by Ms. Schenk. Motion carried. So ordered by 8-0 vote.

Yes Noah Dove
Yes Dotty Schenk
Yes Diane Barney
Yes Ronald Heinrich
Yes Neil Hall
Yes Kurt Overholt
Yes Ariel Ortila
Yes Lloyd McCabe

5. **APPROVAL OF AGENDA.** Mr. Heinrich moved to approve the agenda for the July 19, 2021 meeting; Mr. Overholt seconded. Motion carried. So ordered by 8-0 vote.

Yes Noah Dove
Yes Dotty Schenk
Yes Diane Barney
Yes Ronald Heinrich
Yes Neil Hall
Yes Kurt Overholt
Yes Ariel Ortila
Yes Lloyd McCabe

6. **PUBLIC COMMENT:** None.

7. **CORRESPONDENCE:** None

8. **DIRECTOR'S REPORT:**

Ms. Olawski highlighted the following events from her written report: library recruitments, new databases, library programming, library card design contest, summer reading program, and book locker project.

Ms. Olawski announced the Solano County Library Foundation Author Luncheon will be held on Sunday, November 7, 2021 at The Clubhouse, Rancho Solano.

The Library will be upgrading the Wi-Fi at all library locations. This project is scheduled to begin in September/October.

The Library will feature special events throughout the month of September, celebrating “homecoming” month as the library restores hours and expands services. More details will follow with promotional materials and information on the Library’s website.

Mr. Hall inquired as to how many entries have been submitted for the library design contest; Ms. Olawski will obtain the information from the Library’s marketing officer and will have Cathy email the Council with an update. Mr. Hall commented on the video made by librarian Mr. Chris Diaz about using your library card for online services. Solano County Library received a (California Library Association) CLA PRExcellence Award for the video. Ms. Olawski informed the Council that Mr. Diaz has created other videos about Solano County history, which also may be viewed on YouTube.

9. **OLD BUSINESS:** None

10. **NEW BUSINESS:**

a. The Council will receive an update on the library’s reopening plans.

Ms. Olawski reported effective today, July 19, 2021, curbside pickup has stopped. Beginning September 7, 2021, the library will restore additional service hours. The three large library locations (Fairfield Civic Center, Vallejo JFK, and Vacaville Cultural Center) will open 9:00 a.m. - 8:00 p.m. Monday-Thursday and Sundays from 12 p.m. to 5 p.m. All other locations will be open Mondays and Wednesdays 9 a.m. - 6 p.m. and Tuesdays and Thursdays 9 a.m. - 8 p.m. All libraries will be open on Fridays and Saturdays from 9 a.m. - 5 p.m.

Small study rooms are open for public use. The Library is working on a plan for indoor programming for youth. Everyone over the age of two years old will be required to wear a mask at the children’s indoor programs. Outdoor programming continues as weather permits.

Ms. Schenk inquired as to when the meeting rooms open and will there be a limit to how many people can be in the room for a meeting, event, etc.? Ms. Olawski stated meeting rooms will open for public use in September and there is no limit; it will be up to the person hosting the event to determine any attendance limitations.

Mr. Dove inquired about wearing masks again in the libraries. Ms. Olawski stated the Library takes direction from Solano County Public Health and currently vaccinated individuals do not have to wear masks in library facilities, inclusive of staff. Ms. Olawski stated when the library is used as a cooling center masks are required by all. Ms. Olawski stated the library will revert to modified operations as necessary in response to any COVID-19 restrictions.

Mr. Hall inquired if the additional hours of operation will that impact the library's budget and Ms. Olawski stated restoring hours does not impact the budget.

Ms. Stratton inquired if the Friends stores are open? Ms. Olawski stated the Friends bookstores resumed operations in June with no restrictions.

11. ANNOUCEMENTS/MEMBERS REPORTS:

- a. Ms. Schenk reported the Writer's Groups continues to meet via Zoom. Ms. Schenk stated she has a few new books coming out.
- b. Ms. Barney has enjoyed looking at the updated website and videos on YouTube.
- c. Mr. Hall is looking forward to meeting in person in September.
- d. Mr. Overholt reported the Rio Vista Friends of the Library met last Thursday in the library.
- e. Mr. Ortila enjoyed meeting everyone via Zoom.
- f. Mr. McCabe reported the Dixon Unified School District Board is meeting in person and the Dixon May Fair Board is meeting in person so hopefully SCLAC can meet in person.
- g. Other-Mr. Hall inquired about hybrid meeting-meeting Zoom and in-person. Ms. Olawski will follow up with the Council regarding the September 2021 meeting.

12. DATE OF NEXT MEETING: September 20, 2021; Ms. Olawski stated the Measure L Oversight Committee meeting will be on September 20, 2021, at 6:00 p.m.

13. ADJOURNMENT: The meeting adjourned at 7:00 p.m.



Suzanne Olawski
Director of Library Services

PERSONNEL

The Library is pleased to share the following staff announcements:

- **Michael Eitner** (he/him) has accepted the position of **Assistant Director of Library Services**. Mike had served as Deputy Director of Library Services, overseeing support services at the Library since 2019. Prior to joining the Solano County Library team, Mike served as Community Librarian managing the Santa Clara County Library District Saratoga Library, with a circulation of over 1M items per year, and manager of collection services at Denver Public Library where he oversaw the technical services division and managed a \$5M materials budget. In addition to earning his MLIS degree, Mike earned a Juris Doctor (JD) degree from the University of Colorado and clerked for several judges in that state and handled workers' compensation cases for a Denver law firm.
- **Mari-Anjelica Worrell** (she/her) has accepted the half-time **Library Associate** position at the **Fairfield Civic Center branch**. She previously worked as an outreach coordinator for UC Berkeley's Pilipino Academic Student Services, as well as a recreation leader for the City of Antioch.
- **Audrey Barton** (she/her) has accepted the half-time **Library Aide** position at the **Vallejo Springstowne Library**. She previously worked as substitute Library Assistant for the San Rafael Library and as a student circulation assistant at the Graduate Theological Union Library.
- **Allison Hansford** (she/her) has accepted the half-time **Library Aide** position at the **Fairfield Civic Center branch**. She previously worked for Starbucks and as a resident advisor for CSUS.

The Library is in the process of filling the following positions:

Library Administration

- 1.0 Deputy Director of Library Services

Dixon Public Library

- (2) 0.5 Library Aide/Assistant

Fairfield Civic Center Library

- 1.0 Librarian
- 0.5 Library Assistant

OPERATIONS

Beginning in September, all Solano County Library branch locations are open on Saturdays with evening hours restored. Additionally, the three largest branches, Fairfield Civic Center Library, Vacaville Cultural Center Library, and Vallejo John F. Kennedy Library are open on Sundays. The Library continues to offer some programming online, including age-level book clubs, read-to-a-dog and virtual tutoring, giving access to individuals and families who cannot (or choose not to) make it to the Library in person. Staff continue to offer youth programs outside and will continue to do so as weather permits. Meeting and study rooms are available for booking.

COLLECTIONS & RESOURCES

BookFlix – where animated storybooks are paired with fact-based books – digital resource is now available at home and in the library. For example, a storybook about penguins is coupled with a simple nonfiction book about Antarctica. There are also games and puzzles for children to enjoy related to the paired books. The content is geared for children from preschool through third grade.

Freegal Music, users may stream music 24 hours a day via browser or app (and download 3 tracks per week to their device). The service has more than 16 million songs with a global reach of music from more than 100 countries. Users may create their own playlists and/or the Library can create playlists for them. Freegal estimates they have about 65% of what is available in the market.

PROGRAMS

2021 Summer Reading Challenge (June 1-July 31): This program is for all ages. The program had 5,942 registrants who read for 395,829 minutes of reading (equivalent to 6,597.15 hours, 275 days, 9 months) and read over 11,000 books.

Lunch in the Library: In partnership with the California Library Association and CA Summer Meal Coalition, the Rio Vista Library and Fairfield Civic Center Library were host sites for free lunches for kids/teens during June and July. Over 800 books were handed out to children at school/library lunch sites across the County. Rio Vista and Fairfield Civic Center libraries (library lunch sites) distributed 2,383 lunches to children and teens.

Homecoming Month

Throughout September, Solano County Library *welcomes back* the public with Homecoming events to celebrate Library Card Sign Up Month. Events are planned throughout the month, including musical performances and author visits. Winning designs of the library card design contest are available as limited-edition library cards. Children age 0-6 getting their first library card will receive a free special “Got My FIRST Library Card” canvas tote bag.

TUTOR.COM

Tutor.com is an online tutoring platform consisting of vetted professionals who assist students from grade school through college with homework help in all subject areas; the most popular subjects are Math and Essay Writing. The service also provides assistance with job searching and test prep. There were 11,475 sessions in FY20/21, a 22% increase over the previous year.

Literacy

September is *Adult Literacy Awareness Month* and literacy staff are holding open houses in the branches during September to provide an opportunity for students and tutors to return to the library, ask questions and connect with the literacy community. In-person tutor training has been scheduled for October and groups/class tutoring will continue to be offered online via Zoom.

The Adult Literacy Program has restored office hours: Monday-Thursday 9am-6pm and Friday 9am-5PM and Literacy Program Assistants have resumed weekly branch site visits to meet with tutors and students.

Adult Literacy

The program switched to an online platform at the beginning of the COVID-19 global pandemic and now has transitioned to a hybrid service model of in-person and online to ensure that students and tutors have options to access staff and literacy resources.

The hybrid model offers weekly Zoom classes for students and access to online learning programs; and for those students and tutors who require it, technology training is provided so they are able to meet via phone or computer. Some students and tutors have begun to meet again in person.

Other tutors and students are not comfortable using and meeting via technology and many students have put their tutoring on hold due to barriers related to jobs, online schooling for their children and other pandemic related circumstances. Most of these students are still in regular contact with their tutors and plan to start meeting again in person when both are able and comfortable doing so.

Overall, tutoring hours are down about 40% annually from our pre-pandemic average of about 1,300 hours per month; however, many students are utilizing online apps and attending more than 150 hours of instruction per month via Zoom.

Literacy Program Assistants offer four to six weekly Zoom classes for students and there is a core group of about 30 students who attend them weekly. An additional 30 students login into the sessions when they are able to. Zoom classes have been incorporated into the program and will be offered on an ongoing basis.

One-to-one in-person tutoring and small group tutoring hours started increasing in August. Tutors and students are excited to be back in the library and meeting in person. Study rooms are now open and are in use by tutoring pairs and small groups. Literacy staff have created signage for study rooms to remind everyone to practice safe procedures when meeting in person and PPE is available at all branches

Approximately 25 tutors and 30 students either have not responded to staff when contacted or have let us know that they will not be continuing with the program. This reflects the program average annual attrition rate, prior to the COVID-19 pandemic.

New tutor training has been tentatively scheduled for October and the focus will be on recruiting tutors for in-person tutoring and conducting groups tutoring and classes via Zoom.

September is **National Literacy Month** and was recognized as such in Solano County via resolution at the August 24th Board of Supervisors meeting. Literacy staff are holding open houses at the branches during September to provide an opportunity for students and tutors to return to their branches, connect with staff to ask questions and connect with one another. Everyone is welcome to attend! The schedule of open houses is below.

Dixon Public Library

Thursday, September 9, 10am – 7pm

Friday, September 10, 9am – 5pm

Rio Vista Library

Thursday, September 16, 10am – 7pm

Vallejo John F. Kennedy Library

Thursday, September 23, 10 am -1 pm and 4 pm – 7pm

Fairfield Civic Center Library

Tuesday, September 28, 4pm – 7pm

Vacaville Cultural Center Library

Wednesday, September 29, 6pm – 7:30pm

Family Literacy

The Family Literacy Program received more funding from the State Library for FY2021/22 than anticipated. We will be holding Family Literacy workshops in all communities in the coming year. The workshops are designed to raise parents' confidence in helping their child(ren) with literacy activities at home, including reading to their children and putting books in their home library.

Reach Out And Read

Clinics continue to receive books to support ROR activities at well-child visits countywide. ROR clinics distributed 8,100 books Jan-June 2021. Prior to the COVID-19 pandemic, an average of 10,000 books were distributed during a six-month period. The decrease is due to clinics not seeing as many children because of pandemic related concerns. Since June 2021, clinics have begun requesting books in higher numbers and we anticipate clinic distribution numbers will be on par with pre-pandemic numbers by the end of 2021.

Career Online High School (COHS)

Scholarship applicants for COHS have steadily increased in the last month. We are seeing increased interest in prospective students taking the online assessment and two (2) scholarships were awarded last week.

August 6, 2021

**Solano County Library
1150 Kentucky Street
Fairfield, CA 94533**

**Attn: Ms. Suzanne Olawski
Director of Library Services**

Dear Ms. Suzanne Olawski,

I would like to congratulate you on your appointment and wish you the best of luck on your new adventure. It has been a wonderful experience knowing you and working with the library system. But it is time to move on with my own adventure.

With some sadness I would like to resign from the Solano County Library Advisory Council, effective immediately. I am enclosing my letter of resignation to the City of Rio Vista for your records.

Sincerely,



Kurt Overholt

July 28, 2021

City of Rio Vista
One Main Street
Rio Vista, CA 94571

Attn: Mayor Ronal Kott

Dear Mayor Kott and Rio Vista City Council,

I was appointed by Jan Vick as the representative for the City of Rio Vista on the Solano County Library Advisory Council on April 25, 2012. This appointment was a pleasure and privilege.

I would like to formally resign from this appointment as of July 31, 2021

Sincerely,



Kurt Overholt

CC: Suzanne Olawski
Interim Director of Library Service
Solano County Library

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