

VACAVILLE LIBRARY COMMISSION

January 8, 2018

6:30 p.m.

LOCATION: Vacaville Public Library – Cultural Center, Conference Room

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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 Vacaville Public Library – Cultural Center, 1020 Ulatis Drive, Vacaville, CA during normal business hours.

AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
4. APPROVAL OF MINUTES of November 13, 2017-Attachment 1 -**ACTION**
5. APPROVAL OF AGENDA – **ACTION**
6. COMMENTS FROM THE FLOOR (10-minute time limit per individual)
 - a. Items on the Agenda – Persons wishing to speak to items on the agenda should so indicate to the President of the Commission at this time. You will be given an opportunity to speak on the subject at the time the item is discussed by the Commission.
 - b. Items Not on the Agenda – Persons wishing to speak to items not on the agenda should so indicate to the President of the Commission at this time. Subjects not on the agenda may be introduced at this time, but no action may be taken on them at this meeting. Please stand and state your name and address.
7. CORRESPONDENCE
8. LIBRARIANS' REPORTS – The Vacaville libraries' Supervising Librarians' reports are issued in written format in the interest of time. Questions on any of the topics may be presented at the meeting – Attachment 2

9. OLD BUSINESS

Expansion of the Cultural Center Library – the Commission will discuss the expansion to the Cultural Center Library.

10. NEW BUSINESS

Election of representative to the Solano County Library Advisory Council (SCLAC) – The Commission will determine who will be their representative to the SCLAC. **ACTION**

11. ITEMS OF INTEREST TO THE COMMISSION

12. DATE OF NEXT MEETING: March 12, 2018

13. ADJOURNMENT

Vacaville Public Library-Cultural Center
1020 Ulatis Drive
Vacaville, CA 95687

Library Commission Meeting
November 13, 2017
Meeting Room

CALL TO ORDER

President Beatryce Clark called the meeting to order at 6:30 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

Members present:

Beatryce Clark
Janet Matthews
Dave McCallum

Members absent:

Carol Sue Robison

Others present:

Whit Whitman, VUSDLDB
Bonnie Katz, Director of Library Services
Malissa Knapp, Library Branch Manager
Johnny Parker, Supervising Librarian
Nancy Redfield, Supervising Librarian
Tamie Tvrdik, Clerical Operations Supervisor

INTRODUCTIONS

Ms. Clarke introduced Cassandra Patton, the candidate the Commission has recommended to the Board to appoint to the Vacaville Library Commission.

APPROVAL OF MINUTES

The minutes of the meetings of September 11, 2017 and October 31, 2017 were unanimously approved on motion of Mr. McCallum and seconded by Ms. Mathews. So ordered by 3-0 vote.

APPROVAL OF AGENDA

Mr. McCallum motioned to add an emergency item to the agenda; Ms. Mathews seconded. Motion carried. So ordered by 3-0 vote.

Mr. McCallum moved that the emergency item would be an ACTION item under New Business:

10a – Election of representative to the Solano County Library Advisory Council (SCLAC) – The Commission will determine who will be their representative to the SCLAC. **ACTION**

Ms. Mathews seconded. Motion carried. So ordered by 3-0 vote.

Mr. McCallum moved to accept the revised agenda as is; Ms. Mathews seconded. Motion carried. So ordered by 3-0 vote.

COMMENTS FROM THE FLOOR

Items on the agenda

None.

Items not on the agenda

CORRESPONDENCE

Ms. Clarke shared that she sent a letter to the candidate that was not chosen to be appointed to the Vacaville Library Commission. Since she was an excellent candidate, Ms. Clarke referred her to the Friends.

LIBRARIANS' REPORTS

Ms. Katz informed the VLC that Mark Fink, Deputy Director, has left to be the County Librarian at Yolo County. She stated that there have been several reassignments requested by staff and that we continue to be recruiting for a number of positions. Junella Hays, Supervising Library Assistant at the Vacaville Cultural Center Library will be moving to the Cordelia branch. Ms. Katz stated that Solano Kids Read has wrapped up with 2800 kids signed up earning 1100 reading challenges. Ms. Knapp stated that because this was Countywide, several librarians visited classrooms throughout their communities.

OLD BUSINESS

Expansion of the Cultural Center Library – the Commission will discuss the expansion to the Cultural Center Library.

The District received a letter back from the city's planning division in terms of what requirements may be necessary for the expansion. This is a non commissioned discretionary review because the expansion is less than 10,000 square feet. Ms. Katz stated that according to Public Works, the lot line adjustment is feasible. The parking question has not been resolved. The projected cost is estimated at \$6.2 million to do the 8,300 square foot addition. However there are some building deficiencies that need to be addressed; i.e. leaking windows, HVAC system, roofing, etc. - almost doubling the expense. Ms. Katz has asked the architects to do a facility assessment and prioritize the issues.

Update on repurposing the Computer Center at the Vacaville Town Square Library – the Commission will receive an update on the repurposing of the Computer Center at VTS.

Ms. Knapp gave a project status report on the repurposing of the Computer Center into a Teen Center at the Town Square library. Staff from Lowes, library staff and teen volunteers have been working together on the renovation. Through a grant from the CA State Library, an interior designer has been assigned to work with library staff to select

furnishings and look at ways to intertwine the teen center with the existing teen space. The project should be completed next fall.

NEW BUSINESS

Election of representative to the Solano County Library Advisory Council (SCLAC) – The Commission will determine who will be their representative to the SCLAC. **ACTION**

Ms. Katz explained that the Solano County Library Advisory Council (SCLAC) is a ten-member appointed board that serves in an advisory capacity on matters of library services as provided by the County Library. Five members are appointed by the Board of Supervisors, representing each supervisorial district, and five members are appointed by various city councils to represent the cities served by the County Library. The Vacaville representative is appointed by the Vacaville Library Commission. Ms. Patton expressed interest and the Commission members would like to appoint her; however since she has not officially been appointed by the VUSDLDB, no action can be taken at this time. This will be agendized at the January 8, 2018 meeting.

Consideration of an alternate Commissioner - the Commission will discuss and may take action on the consideration of an alternate Commissioner. **ACTION**

Ms. Katz explained that the Vacaville Library Commission is governed by the Education Code and that there is no provision for an alternate Commissioner so the code would have to be changed. The Commission unanimously decided that they did not want to pursue changing the Education Code so no action was needed.

ITEMS OF INTEREST TO THE COMMISSION


Ms. Matthews will represent the Commission at the Board meeting on December 7, 2017.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, January 8, 2018 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:15 p.m.



Malissa Knapp, Library Branch Manager

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Cultural Center (VCC)
January 8, 2018

Greetings, Commissioners:

During the months of November & December, VCC welcomed 31,879 visitors and circulated 49,636 items.

During the reporting period, staff presented 30 storytimes, with 870 in attendance. Two hundred and fifteen elementary school-age children participated in library programs which included PAWS, the Holiday Evening Storytime, Barri the Shark and Afternoon Adventures among others. Total attendance for children's programming in November and December was 1085.

Twenty-six teens participated in programs at VCC. Programs included the Little Bits program, and the Anime Club.

Total attendance for 21 adult programs was 318. These included Road to Employment, Master Gardeners, Knott Just Knitting, Tabletop Thursdays and Lawyers in the Library among others. Fifteen adults attended the Beginning Genealogy Workshop in November.

Staff made 7 outreach visits and connected with 166 people.

Upcoming January and February programs will include:

Promises Made Promises Kept – Davis Raptor Center. Celebrate the passage of Measure L with the fascinating birds of prey from the California Raptor Center. Tuesday, January 23, 3:30pm.

littleBit Kits for Teens – Tweens and teens can have fun learning about robotics and circuits with our littleBit Kits. Wednesday, January 24, 3:30pm.

Teen Anime Club – Join other teens to watch & discuss anime films. Wednesdays, January 10 and February 7, 3:30pm.

Earn It Keep It Save It – Free tax preparation by trained volunteers for qualified tax payers. See the Information Desk or solanolibrary.com for more details. Saturday, February 10, 10am – 3pm.

There were no suspensions for inappropriate use of the Internet during the reporting period.

Respectfully submitted,
Nancy Redfield
Supervising Librarian
Vacaville Public Library-Cultural Center

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Town Square (VTS)
January 8, 2018

Greetings, Commissioners:

During the months of November and December, VTS welcomed 22,585 visitors and circulated 23,355 items.

During the reporting period, staff presented 29 storytimes, with 960 in attendance. 1,439 children and teens participated in library programs, including the Solano Kids Read Program, Thanksgiving Pie & Crafts, Gingerbread House, PAWS, Winter Crafts, and Homework Help.

Total attendance for 16 adult programs was 454. These included Aeromodelers, Book Club, Christmas Wish, Crafty Greetings, Gadget Workshop, Classic Movie Nite, Homebuyers Workshop, Radio Theatre, and Sourdough Slim

Upcoming program highlights include:

- Afternoon Adventures – Things That Fly: Thursday, January 11th, 4:00 – 5:00 PM – Will yours fly the farthest? Join us in making paper airplanes and other flying objects.
- Olive Oil Tasting Event – “Promises Made, Promises Kept”: Thursday, January 18th, 6:30 – 7:30 PM. To celebrate the anniversary of Measure L, the Vacaville Public Library - Town Square will host an olive oil tasting event with the IL Fiorello Olive Oil Company. Not only will they teach us about olives, they will also be sharing with us their exquisite and delicious olive oils.
- “Tasty Pages” Cook Book Club: Thursday, February 1st, 6:30 – 7:30 PM. Do you love to cook? Have some amazing recipes from a favorite cookbook? This is the book club for you! Join us, the first Thursday of each month, for a round table discussion AND sampling of some favorite dishes for the monthly theme.
- Puzzles & Trivia at Cuvée E: Thursday, February 15th, 7:00 – 8:30 PM. Can you outsmart the Town Square Library's Head Librarian? He will challenge your mind with crossword puzzles and trivia on the history of Vacaville. Join us at the ambient and relaxing setting of Cuvée E wine bar, located in the historic downtown Vacaville Town Square. Beverages and small bites will be available for purchase, and rumor has it that prizes will also be given out to trivia experts!

There were no suspensions for inappropriate use of the Internet during the reporting period.

Respectfully submitted,
Johnny Parker
Supervising Librarian
Solano County Library