

# VACAVILLE LIBRARY COMMISSION

March 12, 2018

6:30 p.m.

LOCATION: Vacaville Public Library – Cultural Center, Conference Room

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 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 January 8, 2018-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

11. ITEMS OF INTEREST TO THE COMMISSION

12. DATE OF NEXT MEETING: May 14, 2018

13. ADJOURNMENT

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

**Library Commission Meeting**  
January 8, 2018  
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  
Carol Sue Robison  
Dave McCallum  
Cassandra Patton

**Members absent:**

Janet Matthews

**Others present:**

Whit Whitman, VUSDLDB  
Helen Vinson, Friends of the Library  
Paige Frechette, Friends of the Library  
Bonnie Katz, Director of Library Services  
Johnny Parker, Supervising Librarian  
Lee Ann Austin, Admin Services Manager  
Tamie Tvrdik, Clerical Operations Supervisor

INTRODUCTIONS

Lee Ann Austin, Admin Services Manager for Solano County Library introduced herself.

APPROVAL OF MINUTES

After correcting the spelling of Ms. Clark's name, the minutes of the meeting of November 12, 2017 were unanimously approved on motion of Mr. McCallum and seconded by Ms. Robison. So ordered by 4-0 vote.

APPROVAL OF AGENDA

Mr. McCallum moved to approve the January 8, 2018 agenda; Ms. Robison seconded. Motion unanimously approved. So ordered by 4-0 vote.

COMMENTS FROM THE FLOOR

**Items on the agenda**

None.

**Items not on the agenda**

CORRESPONDENCE

None.

### LIBRARIANS' REPORTS

In addition to the Supervising Librarians' reports, Mr. Parker distributed some more information on the upcoming "Tasty Pages" CookBook Club @ VTS to be held the first Thursday of each month beginning in February.

Ms. Katz added that January is the month the Library celebrates "Promises Made, Promises Kept" and she distributed a brochure that details what Solano County citizens' get for their 1/8 of a penny library sales tax.

Ms. Katz reported that after the Vacaville Library Commission's recommendation, the VUSD Library Board appointed Cassandra Patton to the Vacaville Library Commission.

There are several recruitments going on throughout Solano County Library including a Supervising Library Assistant for the Cultural Center Library and Librarian (including one for the Cultural Center Library). Other recruitments the Library is working on at this time are Library Branch Manager, Library Associate and Library Aide/Assistant. Ms. Katz added that due to increasing retirement and health costs, the Library is working on a 5-year budget projection for employee costs.

Ms. Katz announced the Town Square library needs a roof patch or a new roof and a contractor/expert will be brought in to make a recommendation of the work that needs to be done.

### OLD BUSINESS

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

The City was looking over plans and had some legal questions so the City Attorney and District Attorney are looking at the contract language from the original agreements that were signed when the building was built. The architect is working on a facility condition assessment while also working on a schematic design scope for the addition. At this time, there are a lot of unknowns and discussions will continue.

In response to Ms. Frechette's inquiry, the Library building is owned by the Library District.

### 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.

Mr. McCallum moved to appoint Cassandra Patton to represent the Vacaville Library Commission on the Solano County Library Advisory Board; Ms. Robison seconded. Motion unanimously approved. So ordered by 4-0 vote.

ITEMS OF INTEREST TO THE COMMISSION

Mr. McCallum announced that the Public Education Foundation is holding a contest for the best primary and best secondary teacher for Vacaville. A person needs to like the VPEF page on Facebook in order to vote.

Ms. Patton asked for information about the library to handout to new tenants at her property management office. Tamie will send her About Your Library brochures. Mr. McCallum also suggested Visit Vacaville may be helpful to new tenants and will send information about that.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, March 12, 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)  
March 12, 2018

Greetings, Commissioners:

During the months of January and February, VCC welcomed 35,556 visitors and circulated 54,686 items.

During the reporting period, staff presented 37 storytimes, with 1203 in attendance. Six hundred and fourteen elementary school-age children participated in library programs which included PAWS, the Davis Raptors program, Barri the Shark and Afternoon Adventures among others. Total attendance for children's programming in January and February was 1708.

Fifty-five teens participated in programs at VCC during the reporting period. Programs included the Little Bits program, and the Anime Club. The Cultural Center young adult librarian took the Little Bits program to the Rio Vista, Suisun City and Vacaville Town Square libraries in January and February.

Total attendance for 21 adult programs was 260. These included Road to Employment, Master Gardeners, Knott Just Knitting, Tabletop Thursdays and Lawyers in the Library among others. Seventy-five people attended the free tax preparation program on February 10.

Staff made 5 outreach visits and connected with 116 people.

Upcoming January and February programs will include:

Tommy's Space Adventure with Puppet Art Theater – Bring the family for a puppet adventure with the puppets from Puppet Art Theater. Tuesday, April 24, 3:30pm.

littleBit Kits for Teens – Tweens and teens can have fun learning about robotics and circuits with our littleBit Kits. Wednesday, March 21, 3:30pm.

Teen Anime Club – Join other teens to watch & discuss anime films. Wednesdays, March 7 and April 11, 3:30pm.

Genealogy Workshop – Learn how to research your family history using on-line resources. Wednesday, March 21, 7pm.

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)  
March 12, 2018

Greetings, Commissioners:

During the months of January and February, VTS welcomed 23,836 visitors and circulated 25,505 items.

During the reporting period, staff presented 25 storytimes, with 1,171 in attendance. 1,718 children and teens participated in library programs, including Afternoon Adventures, Start Smart, Open Mic, Teen Crafts, Virtual Reality, PAWS, Winter Crafts, and Homework Help.

Total attendance for 24 adult programs was 673. These included the Book Club, Crafty Greetings, Gadget Workshop, Classic Movie Nite, First Time Homebuyers Workshop, Radio Theatre, Tasty Pages, and Valentine Selfies.

Upcoming program highlights include:

- St. Patrick's Day Performance by the Vacaville Irish Dance Company: Thursday, March 15<sup>th</sup>, 6:30 – 8:00 PM. Get ready for St. Patrick's Day with a performance by the Vacaville Irish Dance Company. This group of skilled dancers will share with us a spectrum of traditional Irish dances.
- Springtime Music with the Barbershop Harmony – West Valley Chorus: Tuesday, March 20<sup>th</sup>, 7:00 – 8:00 PM. Join us in celebration of the start of spring with the Davis Vacaville Chapter of the Barbershop Harmony Society, the West Valley Chorus. This local men's acapella singing group will not only set the tone for a wonderful season, but they'll also share with us insight into singing in harmony, barbershop style.
- National Coin Week with the Fairfield Coin Club: Tuesday, April 17<sup>th</sup>, 5:00 – 6:00 PM. Celebrate National Coin Week with the Fairfield Coin Club. Club members will be stopping by to share stories about the most unique coins in their collections. They'll also give us pointers on how we, too, can begin coin collecting.
- Kentucky Derby Hat Event with Sacramento City College Guest Speaker: Thursday, April 26<sup>th</sup>, 6:30 – 8:00 PM. Wear your fanciest hat and join us for a celebration of Kentucky Derby hats. Our guest speaker, Sacramento City College's Professor of Fashion, Lynne Giovannetti, MFA, will share with us interesting facts about hats throughout history. She'll also bring some unique hats to display.

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

Respectfully submitted,  
Johnny Parker  
Supervising Librarian  
Solano County Library