

VACAVILLE LIBRARY COMMISSION

March 13, 2017

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 January 9, 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

11. ITEMS OF INTEREST TO THE COMMISSION

12. DATE OF NEXT MEETING: May 8, 2017

13. ADJOURNMENT

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

Library Commission Meeting
January 9, 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
Bruce DuClair
Carol Sue Robison

Members absent:

Janet Matthews

Others present:

Paige Frechette, Friends of the Vacaville Libraries
Helen Vinson, Friends of the Vacaville Libraries
Bonnie Katz, Director of Library Services
Malissa Knapp, Library Branch Manager
Johnny Parker, Supervising Librarian
Tamie Tvrdik, Clerical Operations Supervisor

INTRODUCTIONS

None.

APPROVAL OF MINUTES

The minutes of the Special Meeting of January 4, 2017 were unanimously approved on motion of Mr. DuClair and seconded by Ms. Robison. So ordered by 3-0 vote. The minutes of the meeting of November 4, 2016 were unanimously approved on motion of Mr. DuClair and seconded by Ms. Robison. So ordered by 3-0 vote.

APPROVAL OF AGENDA

Mr. DuClair moved to approve the January 9, 2017 agenda; Ms. Robison seconded. Motion unanimously approved. So ordered by 3-0 vote.

COMMENTS FROM THE FLOOR

Items on the agenda

None.

Items not on the agenda

CORRESPONDENCE

None.

LIBRARIANS' REPORTS

The librarians' reports were submitted in writing.

Ms. Katz announced the Library will be closed on February 12, 13 and 20 due to Lincoln and Washington's birthdays. February 12 is Lincoln's actual birthday and the County recognizes the 13th and 20th as Lincoln and Washington birthdays respectively.

There are two vacant Supervising Library Assistants – one at each of the Vacaville libraries. The Library does have a successful candidate pool after the 3rd recruitment and interviews should take place by the end of January.

Ms. Katz distributed the winter Check it Out. January is the month that the Library celebrates Promises Made, Promises Kept thanking the community for passing the 1/8 penny sales tax. She added that property tax is 45 % of the Library's budget and sales tax is 30% which are substantial monies received by both the District and the County Library in order to provide the services the Library provides.

OLD BUSINESS

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

The County Architect's Capital Projects division did hire an architectural firm, CannonDesign, to prepare a proposal so the Library can move ahead on this project. This proposal, which includes the preliminary planning application containing partial building and mechanical designs, cost estimates and submittals will be presented to the City. The Library's cost of this proposal is approximately \$55,000. After some discussion, the Commission agreed to have Ms. Katz request the County Architect proceed with the proposal.

NEW BUSINESS

None.

ITEMS OF INTEREST TO THE COMMISSION

Ms. Katz informed the Commission that there will be a special Library Board meeting on Thursday, January 12th. The Library will ask the Board to approve the MOU with the City for the maintenance of the two libraries, which is a 5-year agreement, and to approve the appointment of the new Library Commissioner.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, March 13, 2017 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:00 p.m.



Malissa Knapp, Library Branch Manager

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Cultural Center (VCC)
March 13, 2017

Greetings, Commissioners:

During the months of January and February, VCC welcomed 36,485 visitors and circulated 59,150 items.

During the reporting period, staff presented 43 storytimes, with 744 in attendance. 549 elementary school-age children participated in library programs which included PAWS, Afternoon Adventures, and the Davis Raptors program. Total attendance for children's programming was 1463.

Staff made 6 outreach visits, and connected with 155 people. Staff hosted 6 library tours for 135 people.

Total attendance for 28 adult programs was 219. These included Road to Employment, Master Gardeners, Knott Just Knitting, the genealogy program, and the adult craft program among others.

Upcoming March and April programs will include:

- The Puppet Company celebrates National Library Week. Tuesday April 11. 3:30pm.
- Afternoon Adventures – A different activity every week for elementary aged children. Wednesdays 3:30pm.
- Teen DIY Program. Teen will make duct tape flowers. Wednesday March 8, 4pm.
- Book Club. Group discusses different book each month. Ask at the desk for reading list. Second Tuesday. 7pm.
- Color Yourself Peaceful. Relaxing coloring program for adults. Tuesday April 25. 6:30pm.

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 13, 2017

Greetings, Commissioners:

During the months of January and February, VTS welcomed 25,370 visitors and circulated 27,518 items.

During the reporting period, staff presented 38 storytimes, with 1,284 in attendance. 1,418 children participated in library programs, including the Bohart Museum Presentation, and Valentines Party.

Homework Help provided assistance to 181 students.

Total attendance for 20 adult programs was 557. These included the Book Club, Writer's Group, Gadget Workshop, Haunted by Chocolate, Old Time Radio Theatre, and Sounds of Suspense.

Upcoming program highlights include:

- Talk to the Librarian: Friday, March 10, 2017, 4:00 PM – 5:00 PM. Tell the librarian what programs and events you think should be provided by the library to serve the community.
- Find a Leprechaun: Thursday, March 16, 2017, 4:00 PM – 5:00 PM. A hunt throughout the library for leprechauns.
- Women Mean Business: Saturday, March 18, 2017, 2:00 PM – 5:00 PM. Alexis Koefoed of Soul Food Farm will be the guest speaker to share her success and challenges of being a female business owner. Maria DeSousa also guest speaking.
- Rosie the Riveter Museum: Tuesday, April 4, 2017, 6:30 PM – 7:30 PM. Join us for a special presentation by Lead Park Ranger, Elizabeth Tucker, from the Rosie the Riveter World War II / Home Front Historic National Park. Contributions by women during World War II will be discussed.
- Sandplay Therapy Presentation: Thursday, April 14, 2017, 6:00 PM – 8:00 PM. For National Library Week, join us for insight into sandplay therapy with certified Sandplay Therapist Linda Elaine Bath.
- Fairfield Coin Club: Tuesday, April 18, 2017, 4:00 PM – 5:00 PM – During National Coin Week, the Fairfield Coin Club will be visiting the Town Square Library to share stories about the most unique coins in their collections.
- Python Ron (Afternoon Adventures): Thursday, April 20, 2017, 4:00 PM – 5:00 PM. Everyone's favorite reptile guy. Python Ron is returning to Vacaville for Afternoon Adventures.

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

Respectfully submitted,
Johnny Parker
Supervising Librarian
Solano County Library