

VACAVILLE LIBRARY COMMISSION

June 12, 2017

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 May 8, 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

- a. FY2017-2018 budget update – The Commission will hear a budget update and may take action. **ACTION**
- b. Expansion of the Cultural Center Library – the Commission will discuss the expansion to the Cultural Center Library.

10. NEW BUSINESS

Approval of request for tenant improvements for Recology Vacaville Solano – the Commission will discuss and may take action on tenant improvements for Recology Vacaville Solano. **ACTION**

11. ITEMS OF INTEREST TO THE COMMISSION

12. DATE OF NEXT MEETING: September 11, 2017

13. ADJOURNMENT

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

Library Commission Meeting
May 8, 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
Carol Sue Robison

Members absent:

Bruce DuClair

Others present:

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 meeting of March 13, 2017 were unanimously approved on motion of Mr. McCallum and seconded by Ms. Matthews. So ordered by 4-0 vote.

APPROVAL OF AGENDA

Ms. Robison moved to approve the May 8, 2017 agenda; Ms. Matthews 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

The librarians' reports were submitted in writing. Ms. Clark commented on all of the excellent publicity that the Library has been getting.

Ms. Katz informed the Commission that Nancy Redfield, Supervising Librarian at the Cultural Center Library is leaving for a job in Truckee. Her last day is May 19th. The Library is already in the middle of recruitment for a Supervising Librarian at the

Springstowne Library. UPDATE: Nancy Redfield is not leaving; she has decided to stay as a Supervising Librarian at VCC.

The Board of Supervisors did accept the Solano County Library Strategic Plan at their April 25th meeting. Mark Fink is here to present it.

The Library received a grant from NASA. Ms. Knapp added that the program is called NASA@ my library. There were 513 applicants and they picked 75 libraries across the United States to participate and Solano County Library was one of three chosen in California. With this grant the Library will be providing some STEM activities & programs over the course of the next 6 months such as a solar eclipse programs, robotics programs, weather forecasting, etc.

Summer Reading Challenge will start in June and includes activities and programs for pre-reader, children, teens and adults.

OLD BUSINESS

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

Ms. Katz distributed three different plans from the Architect. The Architect met with the Planning Division of the City of Vacaville and submitted some schematics in order to see if added parking is needed. The Planning Commission will come back in 4-5 weeks to let Ms. Katz know about the parking situation. There should be more information available at your June meeting.

NEW BUSINESS

Strategic Plan Presentation – presentation by Deputy Director, Mark Fink, on the Solano County Library Strategic Plan 2017-2022.

Mr. Fink presented the Solano County Library Strategic Plan and highlighted some of the areas of the plan: mission, vision and values, market strategies and next steps. The Board of Supervisors accepted the Strategic Plan at their April 25 meeting.

Proposed FY 2017-2018 Budget – the Commission will discuss and may take action on the proposed budget for FY 2017-2018. **ACTION**

Ms. Katz informed the Commission that this is the year of the audit so there is money budgeted for that this coming year. Also there is money budgeted in the coming year for consulting services to pay for the Architect as the Library moves along with the expansion. There is \$5 million sitting in the reserve fund. Ms. Katz added that sales tax is down a bit – it is actually down a bit across the State.

In response to Ms. Matthews's inquiry, Ms. Katz informed the Commission that the Library will not be adding new positions because of rising retirement costs, health costs and a possible COLA and other costs due to upcoming of union negotiations.

Ms. Robison moved to recommend to the Library Board to approve the proposed FY2017/2018 budget; Ms. Matthews seconded. Motion carried by 4-0 vote.

ITEMS OF INTEREST TO THE COMMISSION

None.

DATE OF NEXT MEETING

The next VLC meeting will be held on Monday, June 12, 2017 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:40 p.m.



Malissa Knapp, Library Branch Manager

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Cultural Center (VCC)
June 12, 2017

Greetings, Commissioners:

During the months of May, VCC welcomed 19,137 visitors and circulated 27,469 items.

During the reporting period, staff presented 23 storytimes, with 686 in attendance. 364 elementary school-age children participated in library programs which included PAWS, Afternoon Adventures, and Uncle Jer's Bee Show. Total attendance for children's programming in May was 1,057.

Staff made 12 outreach visits, and connected with 692 people. Staff hosted 3 library tours for 78 people.

Total attendance for 15 adult programs was 102. These included Road to Employment, Master Gardeners, Knott Just Knitting, Tabletop Thursdays Lawyers in the Library and the genealogy program among others.

Upcoming June through August programs will include:

The Summer Reading Challenge runs from June 1 through August 31 with programs and prizes for everyone. Visit the Information Desk or solanocounty.com for more information.

Wild Things, Inc. Real live wild animals. Tuesday, June 20. 3:30pm.

Jeremy the Juggler. Amazing tricks and juggling. Tuesday, July 11. 3:30pm.

Germar the Magician. Bi-lingual magic for the family. Tuesday, August 29. 3:30pm.

Tabletop Thursdays. Play all-ages board games and then check out a game from our new circulating board game collection. Fourth Thursday of each month. 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)
June 12, 2017

Greetings, Commissioners:

During the month of May, VTS welcomed 14,508 visitors and circulated 12,978 items.

During the reporting period, staff presented 20 storytimes, with 660 in attendance. 847 children participated in library programs, including Homework Help Awards, Mother's Day Craft, Teen Study Session, and two school visits to Alamo and Padan Elementary schools.

Homework Help provided assistance to 42 students.

Total attendance for 7 adult programs was 301. These included Brain Games, Book Club, Writer's Group, Gadget Workshop, Crafty Greetings, Old Time Radio Theatre, Kentucky Derby Hats, U.S. Cycling Hall of Fame, Resume Writing Workshop, and the Veterans Job Fair.

Upcoming program highlights include:

- A Taste of Summer with Rita's Italian Ice: Thursday, June 1, 2017, 6:30 PM – 8:00 PM – Start the summer right! Join us for a sampling of this summer's delicious creations by Vacaville's one and only, Rita's Italian Ice.
- Summer Reading Kickoff: Thursday, June 15, 2017, 4:00 – 5:00 PM – Fun at the library! Register for the summer reading program and enjoy! Adults can register too!
- Steampunk Summer Series: Steampunk Workshop with author Stephanie Kato – Thursday, June 15, 2017, 6:00 PM – 7:30 PM. The first of our "Steampunk Summer Series". Author Stephanie Kato will discuss her series, The Post-Apocalyptic Society, while at the same time giving insight into the Steampunk world.
- Edible Bookfest Contest: Tuesday, June 20, 2017, 5:30 PM – 8:00 PM. Stop by the Vacaville Town Square Library and vote for your favorite Edible BookFest creation. By popular vote, there will be a prize awarded to the first, second, and third place winners. This event is free, thanks to the Vacaville Friends of the Library.

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

Respectfully submitted,
Johnny Parker
Supervising Librarian
Solano County Library