

## SOLANO COUNTY LIBRARY ADVISORY COUNCIL

November 20, 2023, 6:30 p.m.

LOCATION: Becker-Balmer Meeting Room-Fairfield Civic Center Library  
1150 Kentucky St. Fairfield, CA 94533

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### AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
4. APPROVAL OF MINUTES of September 18, 2023 - Attachment 1 **ACTION**
5. APPROVAL OF AGENDA **ACTION**
6. PUBLIC COMMENT  
Members of the public may speak for up to five (5) minutes per person, not to exceed 20 minutes.
7. CORRESPONDENCE
8. DIRECTOR'S REPORT – Attachment 2
9. OLD BUSINESS
10. NEW BUSINESS
  - a. The Council will receive an Information Technology presentation.
11. ANNOUNCEMENTS/MEMBER REPORTS
12. DATE OF NEXT MEETING: January 22, 2024 (MLK, Jr. Holiday, January 15, 2024)
13. ADJOURNMENT

**Minutes of the  
SOLANO COUNTY LIBRARY ADVISORY COUNCIL**  
September 18, 2023 6:30 p.m.

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1. **CALL TO ORDER**

The meeting was called to order by Chair McCallum at 6:30 p.m.

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

Members Present: Noah Dove, Stephanie Cobb, Diane Barney, Sergio Maciel, Neil Hall, Kelli Mahoney, Jeffrey Worrell, Dotty Schenk, Ariel Ortila, Dave McCallum, Lloyd McCabe

Others Present: Suzanne Olawski, Director of Library Services; Mike Eitner, Assistant Director of Library Services; Lisa Lin, Admin Services Manager; Cathy Sheldon, Office Assistant

3. **INTRODUCTIONS**

None.

4. **APPROVAL OF MINUTES of July 17, 2023 - Attachment 1**

Ms. Barney moved to approve July 17, 2023 meeting minutes; Mr. Hall seconded. Motion carried. So ordered by 11-0 vote.

5. **APPROVAL OF AGENDA**

Mr. McCabe moved to approve the September 18, 2023, agenda; Ms. Barney seconded. Motion carried. So ordered by 11-0 vote.

6. **PUBLIC COMMENT**

None.

7. **CORRESPONDENCE**

None.

8. **DIRECTOR'S REPORT – Attachment 2**

The Council reviewed Ms. Olawski's written report. Ms. Olawski reported all Solano County Library branches will open one hour later Friday, September 29, 2023 for an in-person all staff development meeting.

Ms. Olawski stated the Board of Supervisors is reviewing all boards and commissions. The Board stated the Measure L Committee and Solano County Advisory Council will merge. Ms. Olawski will keep the Council updated as she receives more information about this merger.

Ms. Olawski reminded members the Solano County Library Foundation will hold their annual Authors Luncheon on Sunday, November 5, 2023 at the Rancho Solano Clubhouse.

9. **OLD BUSINESS**

None.

10. **NEW BUSINESS**

- a. The Council will receive a presentation on the 2023-2028 Library Strategic Plan.

Mr. Eitner gave a presentation on the five-year 2023-2028 Solano County Library Strategic Plan, which will go to the Board of Supervisors on Tuesday, September 26, 2023 for acceptance. The Strategic Plan will be posted to the Library’s website.

**11. ANNOUNCEMENTS/MEMBER REPORTS**

Mr. Dove stated he enjoyed having some of the meetings at the different library locations.

Ms. Schenk reported she has a new book published.

Ms. Barney is looking forward to the Authors Luncheon.

Mr. Maciel stated on November 9, 2023 at 3:00 p.m. former NASA astronaut José Hernández will be at UC Davis Mondavi Center. This is a public event. Mr. Hernandez was the first former migrant worker to soar into space as a NASA astronaut. The movie “A Million Miles Away” is based on Mr. Hernandez’s life.

Mr. McCabe reported Dixon Unified School District’s school attendance is extremely low.

Ms. Mahoney stated Rio Vista School District’s attendance is low too. A lot of schools are experiencing low attendance post COVID.

Mr. McCallum shared about the Banned Books movement.

**12. DATE OF NEXT MEETING:** November 20, 2023  
Fairfield Civic Center Library  
150 Kentucky St., Fairfield, CA 94533

**13. ADJOURNMENT** 7:30 p.m.

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**Suzanne Olawski**  
**Director of Library Services**



**Report of the Director of Library Services  
to the Solano County Library Advisory Council  
November 2023**

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## **PERSONNEL**

The Library is pleased to share the following staff announcements:

- **Vanessa Diaz** has transferred to the (children’s) **Librarian** position at the **Vacaville Cultural Center Library**. Vanessa previously worked as the children’s Librarian at the Suisun City Library.
- **Brittany Mendoza** has transferred to the (children’s) **Librarian** position at the **Suisun City Library**. Brittany previously worked as the children’s Librarian at the Vallejo Springstowne Library.
- **Madison Evans** has been promoted to the position of **Librarian** the **Vallejo John F. Kennedy Library**. Madison previously worked as a Library Associate at the same location.
- **Kaitlin Price** has been promoted to the position of part-time **Library Assistant** at the **Vacaville Cultural Center Library**. Kaitlin previously worked as a Library Aide at the Cultural Center Library and as a Departmental Aide at the Fairfield Civic Center Library.
- **Casey McConnell** has accepted the position of **Library Associate** at the **Suisun City Library**. Casey previously worked as an Extra-Help Library Associate for Solano County Library.
- **Gerita White** has accepted the position of **Library Aide** at the **Fairfield Civic Center Library**. Gerita previously worked as a nursing administrator at Kaiser Permanente in southern CA.
- **Shahara Shabazz** has accepted the position of **Library Aide** at the **Vallejo John F. Kennedy Library**. Shahara previously worked as a veterinary receptionist.

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

Dixon Library

- 1.0 Librarian

Vacaville Cultural Center Library

- 0.4 Library Aide

Vallejo John F. Kennedy

- 1.0 Library Associate
- 0.4 (2) Library Aide

Vallejo Springstowne Library

- 1.0 Librarian
- 0.4 Library Aide

## **COLLECTIONS, RESOURCES & SERVICES**

### **Collections**

The Library recently purchased a new database called **Lote4Kids**. This new purchase directly addresses our Strategic Plan measure (in “Celebrate”) to offer “materials that highlight the diversity of Solano County.” **Lote4Kids** offers over 2,700 digital picture books in many languages, including Spanish, Tagalog, Cantonese, and Mandarin (our county’s most spoken languages next to English). **Lote4Kids** also offers books in ASL! **Lote4Kids** is available from Solano County Library’s 24/7 Digital Library under Kids.

The bakeware collection will begin circulating in late November. The items are listed in the Library's catalog for hold placement and items will be sent to requested locations to fill those hold requests. This is a pilot project funded through a staff innovation grant awarded to staff members Erika Amaya and Sandy Sievers.

Dash robots should be available for circulation in December as well as Tonies. The Library will begin circulating gardening tools in 2024. There will be 19 different types of tools, from fruit pickers to garden shears.

Circulation of nonfiction DVDs has declined; whereas 77% of the library's nonfiction DVD collection has circulated between 0 and 2 times in the past fiscal year. The collection development team will adjust the funding allocation to and quantity procured in this format and genre.

## IT / Technology

The ongoing server migration project involves the transformation of 32 aging physical servers into a modern, efficient virtual environment. This strategic initiative aims to enhance operational flexibility, reduce maintenance costs, and improve scalability. By consolidating these servers into a virtual infrastructure, the organization anticipates streamlined management, increased resource utilization, and a reduced carbon footprint.

Upcoming IT Projects:

- Self-check replacement in 2024: IT will be replacing 28 self-check stations with ELO touch self-checkouts. The upgrade will create a more efficient and user-friendly experience.
- Digital signage replacement - Communico Broadcast: IT and marketing are also working together to implement our new digital signage software, Communico. Rollout is slated for January 2024.
- AWE computer replacement: To enhance the education experience of our youngest library patrons, IT will be replacing our aging Awe computers with newer more robust technology. Anticipated rollout will be completed by June of 2024.
- Library IT will be implementing a new, state-of-the-art IT infrastructure monitoring software. With this new software in place, the IT team will have real-time visibility into the health and performance of the library's entire IT infrastructure, allowing us to proactively identify and address potential issues.

## **PROGRAMS & PARTNERSHIPS**

### Filipino American Heritage Month

Staff members Laurence Bacud and Anjeli Worrell received a staff innovation grant to commemorate Filipino American Heritage Month. Filipinos make up 12% of Solano's population. In 2009, the US Congress designated October as Filipino American History Month, a monthlong commemoration and appreciation for the Filipino experience throughout American history stretching as far back as 1587. With the grant, Filipino/Tagalog resources were added to the Library's physical and digital collections. Programs, highlighting the culture and history of Filipino-Americans, were held throughout the County and included storytimes, craft programs, local author presentation, and a cultural dance event which attracted 350 attendees.

### Banned Books Week

Banned Books Week (September) was launched in 1982 in response to a sudden surge in the number of challenges to books in libraries, bookstores, and schools. Banned Books Week is an annual event that highlights the value of free and open access to information and brings together the entire book community — librarians, educators, authors, publishers, booksellers, and readers of all types — in shared support of the freedom to seek and to express ideas. Each year, the Library highlights Banned Books Week with displays at all branch locations and reading lists which can be found on the library website and digital platforms. Chris Diaz, digital librarian, created a digital short

that featured banned books. The video was posted on the Library’s social media accounts and has become a viral video with over 1.1 million views on Instagram, 82,000 likes, over 1,000 comments and 22,000 shares.

Native American Heritage Month

Solano County Library proudly celebrates Native American Heritage Month this November by sharing resources to read, watch, listen to and learn from that honor and pay tribute to the rich ancestry and traditions of Native Americans. Every year, Solano County Library partners with the Yocha Dehe Wintun Nation to provide activity kits for families. Kits include games, recipes, resources, and a craft to highlight the history and culture of the Patwin people. Visit your local library to pick up a kit. Featured events this month include a Native American family crafts program and a painting activity to honor Native American culture for elementary kids.

Student Access Card Program Update

- Contacted: River Delta Unified School District
  - o No response
- Contacted: Caliber Changemakers Academy (Vallejo)
  - o In process: Agreement signed
- Contacted: Dixon Montessori Charter School
  - o Preliminary discussion

As of October 2023, there were **84,541 student access cards** registered. From July 1 to October 31, 2023, users with student access cards checked out **8,985 physical items**.

August 2023	DUSD	FSUSD	TUSD	Griffin / MIT	VUSD	VCUSD
Checkouts	594	4,965	253	37	2,109	1,027

**LITERACY PROGRAM**

Adult Literacy & ESL: Literacy just completed training the largest cohort of tutors since 2019. This was the final training using a strictly in-person model; a staff-developed hybrid model of in-person and online training will commence in 2024. This new model will allow for more scheduling flexibility for both staff and volunteers. There are currently 134 learners paired with a tutor while 235 are waiting for a tutor. There are several Learning Opportunities for those waiting, including in-person English conversation groups at six branches (Dixon, Fairfield, Vacaville, and Vallejo) and new ESL databases: Transparent Language and EnGen. Over 100 students are currently using the new tablets loaded with literacy related apps.

Career Online High School: There has been an increase in interest and activity in Career Online High School.

- Number of active students: 19
- Number of students at or above 70% completion of the program: 4
- Number of total graduates: 35
- Number of students who have graduated since January 2023: 8

Reach Out and Read: There are 19 clinics in Solano County participating in the Reach Out and Read Pediatric Literacy Program. 330,000 books have been distributed since its inception and 5,473 books were distributed in the first half of 2023.

## UPCOMING

### Food Bank of Contra Costa and Solano Food Drive

In November and December, all library locations are holding a food drive for the local food bank. In addition, Contra Costa and Solano counties compete to raise funds for the Food Bank. This friendly competition, spearheaded by individual county departments, has raised nearly \$2.7 million since 2003. The Library participates by holding gift basket raffles and staff donations.

### Solano Reads: Year-Long Reading 2024

Solano Reads is a year-long reading challenge that offers monthly prompts to keep patrons reading books throughout the year. Participants are encouraged to read 1 book a month from each of the reading categories that tie in with heritage and identity months.

### Author Visit: Danny Trejo Talks Redemption, Hollywood, and Tacos: Actor, author, and restaurateur



On Saturday, January 27, 2024 at the Vacaville Performing Arts Center, Danny Trejo will discuss how he developed a prolific career in the entertainment industry with a hard-earned and atypical road to success. From years of imprisonment to helping troubled youth battle drug addictions, from acting to producing, and now on to restaurant ventures, Trejo's name, face, and achievements are well recognized in Hollywood and beyond. It is his continuous role as a devoted father of three and an intervention counselor, however, that bring him the most satisfaction.

Trejo has starred in dozens of films including *Desperado*, *Heat*, the *From Dusk Til Dawn* series, *Con Air*, *Once Upon a Time in Mexico*, *Spy Kids*, and *Machete*. He's had television roles on *Sons of Anarchy*, *King of the Hill*, *Breaking Bad*, and *The Flash*, among others.

He shared his love of food with the world in the release of his first cookbook *Trejo's Tacos: Recipes and Stories from LA*. His fearlessly honest memoir *Trejo: My Life of Crime, Redemption, and Hollywood* was released in July 2021.

Tickets will be available at all library locations beginning Saturday, December 2, 2023. Seating is limited. Limit 2 tickets per person. Book signing to follow immediately after presentation.

**FY2023-2024 STATISTICS**

Year	Circulation	Reference	Registration	Gate Count	Volunteer Hours	Adult		YA		School Age		Pre-School	
						Programs / Attendance	Programs / Attendance	Programs / Attendance	Programs / Attendance	Programs / Attendance	Programs / Attendance		
October 2023	752,775	24,958	21,688	283,986	5,757	333	5,849	249	5,065	670	25,614	446	13,662
October 2022	710,968	23,772	7,228	251,316	5,040	235	6,739	104	2,192	387	13,742	356	10,054

- Circulation: Number of check outs including renewals. Total includes digital and Law Library circulation.
- Reference: The number of questions asked; including Law Library reference questions.
- Registration: The number of new library cards issued. The total includes e-cards.
- Gate Count: The number of visits to the libraries.
- Volunteer Hours: The total includes adult literacy program volunteer hours.
- Adult Programs / Attendance: The total includes seniors, outreach and in-library programs / attendance.
- YA Programs / Attendance: The total includes grades 6-12, outreach and in-library programs / attendance.
- School Programs / Attendance: The total includes grades K-5, outreach and in-library programs / attendance.
- Pre-School Programs / Attendance: The total includes ages 0-5, outreach and in-library programs / attendance.

**FY2023-2024 Digital Statistics (October 2023)**

Overdrive	Hoopla	Kanopy	Freegal Music	Total
132,700	32,247	3,838	64,930	233,715

**FY2023-2024 Social Media Statistics (October 2023)**

Website Visits	Website Page Views	Facebook Followers	Twitter Followers	Instagram Followers	TikTok Followers
210,000	353,000	30,000	3,100	8,758	17,300

- Website Visits: Number of visits to solanolibrary.com
- Website Page Views: Total number of library website pages visited. One visitor can view multiple solanolibrary.com webpages.