

VACAVILLE LIBRARY COMMISSION

November 13, 2023 - 6:30 p.m.

LOCATION: Vacaville Cultural Center Library - 1020 Ulatis Drive, Vacaville, CA 95687

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the meeting room, to access written documents being discussed at the meeting, or to otherwise participate at Commission meetings, please contact the Vacaville Cultural Center Library 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 Commission after distribution of the agenda packet are available for public inspection at the Vacaville Cultural Center Library, 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 September 11, 2023 - Attachment 1 **ACTION**
5. APPROVAL OF AGENDA **ACTION**
6. COMMENTS FROM THE FLOOR (3-minute time limit per individual)
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.

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 – Attachment 2
9. OLD BUSINESS

The Commission will receive an update on the Cultural Center Library expansion project.
10. ITEMS OF INTEREST TO THE COMMISSION
11. DATE OF NEXT MEETING: January 8, 2024
12. ADJOURNMENT

CALL TO ORDER

Ms. Valdez called the meeting to order at 6:35 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

Members Present

Cathy Valdez
Peggy Rollins
Steve Vidmar

Others Present

Suzanne Olawski, Director of Library Services, Solano County Library
Mike Eitner, Assistant Director of Library Services, Solano County Library
Lisa Lin, Admin Services Manager, Solano County Library
Nancy Redfield, Branch Manager, Solano County Library
Cathy Sheldon, Office Assistant, Solano County Library
Thomas Baxley, candidate for library commissioner

INTRODUCTIONS

Everyone introduced themselves to Mr. Baxley.

APPROVAL OF MINUTES

Ms. Valdez moved to approve the meeting minutes of June 12, 2023 and August 9, 2023 (Special Meeting); Mr. Vidmar seconded. Motion carried. So ordered 3-0 vote.

APPROVAL OF AGENDA

Mr. Vidmar moved to approve the September 11, 2023 agenda; Ms. Valdez seconded. Motion carried. So ordered 3-0 vote.

COMMENTS FROM THE FLOOR

None.

CORRESPONDENCE

None.

LIBRARIANS' REPORTS

In addition to the librarians' reports, Ms. Olawski reported the bike racks were moved closer to the entrance of the Cultural Center Library and there are two EV charging stations in the back of the Ulatis Community Center. The conceptual plan for a temporary library facility will go before the Vacaville Library District Board on September 21, 2023 for approval. The library has a new marketing software, Savannah. Savannah is an online

tool that interacts with library data which allows for targeted messaging, such as location-specific newsletters that collate programs and events for branches that are close to each other.

OLD BUSINESS

FY 2023-2024 Vacaville Library District Revised Budget - The Commission will receive a budget update and may take action.

Ms. Rollins moved to approve the Vacaville Library District FY 2023/2024 revised budget and requests that the Vacaville Library Board authorize the Director of Library Services to make adjustments to the Budget as long as there is no overall change in the budget as adopted by the Board; Mr. Vidmar seconded. Motion carried. So ordered 3-0.

NEW BUSINESS

Commission Appointments - The Commission will discuss and may take action on recommending the appointment of Allison Henry and Thomas Baxley to the Vacaville Library Commission.

Ms. Rollins moved to recommend approval of the appointment of Allison Henry to the Library Commission to fill the unexpired term from October 1, 2023 to June 30, 2025 and for the first three-year term of July 1, 2025 to June 30, 2028 and approve the appointment of Thomas Baxley to the Library Commission to fill the vacancy for the first three-year term of October 1, 2023 to June 30, 2025; Ms. Valdez seconded. Motion carried. So ordered 3-0 vote.

ITEMS OF INTEREST TO THE COMMISSION

Ms. Valdez will attend the VUSDLD meeting on September 21, 2023 and encouraged other members to attend too.

DATE OF NEXT MEETING

The next Vacaville Library Commission meeting will be held on Monday, November 13, 2023 at 6:30 p.m.

ADJOURNMENT

Meeting adjourned at 7:30 p.m.

Suzanne Olawski, Director of Library Services

Librarian's Report to the Vacaville Library Commission
Vacaville Public Library-Cultural Center
November 2023

Greetings, Commissioners:

Fall has been a very active month. Our children's and teen staff spend a lot of time coordinating visits to classrooms, classroom visits to the library, and any number of other school related activities. Between the group of them—and help from a lot of other library staff—they have handed out over 200 new library cards to kids and teens! Julie and Kevin have been especially hard at work since we lost Suzanne Clerkin, our long-time children's librarian, at the end of September. We are happy that Vanessa Diaz, the Suisun City Library children's librarian, will join us beginning in the middle of November.

We have also ramped up our efforts to prepare the collection for the remodel. We are evaluating all of our materials and assessing how much space we expect to have in various collections (children's, teens, adults, audiovisual, etc.) when the remodel is completed. The plans involve some of our shelving going away and some being added to new areas, so it's a good time to reevaluate where each collection would best reside.

Events to Highlight:

Our Storytime line-up consists of *Preschool Storytime* at 10am on Tuesdays and Wednesdays; *Baby Storytime* at 10am on Thursdays; and then *Toddler Storytimes* at 10 on Fridays.

Our popular Read to a Dog program will expand to every Saturday at 11am beginning in December. It had been every other Saturday but we finally managed to finagle another dog!

We are also very excited to report that Danny Trejo, famous movie star villain, and bestselling author, will be in Vacaville on Saturday, January 27 at 2pm. He will be at the Vacaville Performing Arts Theatre. The tickets will be free and we will hand them out beginning in December.

Mike Perkins
Supervising Librarian
Vacaville Public Library-Cultural Center

Librarian's Report to the Vacaville Library Commission
Vacaville Town Square Library (VTS)
November 7, 2023

Greetings, Commissioners:

From September to October, VTS welcomed 16,439 visitors and circulated 35,393 items.

During the reporting period, staff presented 51 storytimes with 1,843 in attendance. 2,488 children and teens participated in library programs including Storytimes (Baby Bounce, Toddler, Outdoor, Pajama, and Preschool), Afternoon Adventures, Mexican Folk Art, Dungeons & Dragons, NorCal Bats, and Homework Help.

Total attendance for outreach programs was 189. These included the City of Vacaville Howl-O-Ween, Farmer's Market, and Reading at the Barbershop.

Upcoming events highlights include:

- Native American Crafts for Kids: Wednesday, November 8th, 3:00 – 5:00 PM. Celebrate Native American Heritage Month with hands on crafts. We will make a dream catcher, a game you can take home and more! Bet for ages 4+.
- Afternoon Adventures – Games Day @ Vacaville Town Square: Thursday, November 9th, 4:00 – 5:00PM. Make new friends and play some fun games! Games for all ages will be available including games that can be checked out with your library card. Join us every Thursday at 4:00 PM for a different fun event!
- Christmas Concert with the West Valley Chorus: Thursday, December 7th, 6:30 – 7:30 PM. West Valley Chorus presents a very special Christmas Concert. Enjoy holiday favorites old and new! Mark your calendar and join us for this free event. All ages are welcome.
- Afternoon Adventures – Gingerbread Houses: Thursday, December 14th, 4:00 – 5:00 PM. Make your own mini gingerbread house! All supplies provided. One per child while supplies last. Join us every Thursday at 4:00 PM for a different fun event.

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

Respectfully submitted,
Johnny Parker
Supervising Librarian
Solano County Library