

Vacaville Library Board Regular Meeting (Thursday, September 21, 2023)
Generated by Jenna Skinner on Friday, September 22, 2023

Agenda Item #
2.C.

Members present

John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Nancy Dunn

Meeting called to order at 6:00 PM

1. TELECONFERENCE/ATTEND MEETING INFORMATION

Procedural: A. Options to view and/or participate in meeting

2. OPENING OF MEETING

Procedural: A. Establish Quorum/Call to Order

President Kitzes called the Regular Library Meeting to order at 6:00 p.m.

Action: B. Approval of September 21, 2023 Agenda

It is requested that the Board approve the September 21, 2023 agenda as presented.

Board Member Vote:

Motion by John Jansen, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Nancy Dunn

Action, Minutes: C. Approval of June 15, 2023 Minutes

It is requested that the Board approve the September 21, 2023 Regular Library Board meeting minutes as presented.

Board Member Vote:

Motion by John Jansen, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Nancy Dunn

3. COMMENTS FROM THE FLOOR

Public Comment: A. Comments from the Floor

There were no comments from the floor on items not on the Library Board agenda.

4. STAFF REPORTS AND PRESENTATIONS

Information: A. Library Commission Report

Library Commissioner Peggy Rollins reported on the ongoing Library programs and events; the Summer breakfast and lunch that was available at the two locations benefitting the community; the robust Summer reading program has been enjoyed by all ages; reminded all of the master gardener program every third Thursday of the month; and thanked the Library staff.

Information: B. Library Director's Report

Solano County Library Director Suzanne Olwaski reported that the tutoring sessions are continuing to assist VUSD students; the grant received from state to provide breakfast and lunch at the Library, served by the VUSD Student Nutrition department, has been essential to many students in our community; reminded all that the all branches will opening on hour late on September 29 at 10:00 a.m. for their first staff meeting since February 2020.

Information, Presentation: C. Cultural Center Library Project Update Presentation (attachment)

Solano County Library Director Suzanne Olawski and Solano County Capital Project Coordinator Tim Reynolds presented an update on the Cultural Center Library Project giving details and explanation of a temporary space scenario.

5. ACTION ITEMS

Action: A. Approval of Appointment of Library Commissioner (attachment)

It is requested that the Board 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, 2026.

Board Member Vote:

Motion by John Jansen, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Nancy Dunn

Action: B. Approval of the Cultural Center Library Project Revised Scope

It is requested that the Board approve the Cultural Center Library project revised scope for a 3,600 square foot addition to the northeastern part of the library.

Board Member Vote:

Motion by John Jansen, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Nancy Dunn

Action: C. Approval of the Cost Increase for the Cannon/Parkin, Inc. dba Cannon Design Contract

It is requested that the Board approve a \$345,000.00 increase for the Cannon/Parkin, Inc. dba CannonDesign contract for architectural services spanning from Design Development through Construction Administration, total contract not-to-exceed \$1,654,000.00.

Board Member Vote:

Motion by John Jansen, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Nancy Dunn

Action: D. Approval of a Temporary Library Facility

It is requested that the Board approve a conceptual scope and budget amount not-to-exceed \$600,000.00 to provide temporary storage and library facility services during construction closure, estimated late Summer 2024 through late Spring 2025.

Board Member Vote:

Motion by John Jansen, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Nancy Dunn

Action: E. Approval of Signing Authority Limit

It is requested that the Board approve a \$75,000.00 signing authority limit for the Director of Library Services to execute project related contracts.

Board Member Vote:

Motion by John Jansen, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Nancy Dunn

Action: F. Adoption of the Vacaville Library District Revised Budget for 2023-24 (attachment)

It is requested that the Board approve the 2023-24 Vacaville Library District Revised Budget.

Board Member Vote:

Motion by John Jansen, second by Daniel Santellan.

Final Resolution: Motion Passed

Yes: John Jansen, Michael Kitzes, Daniel Santellan, Santiago Serrato, Nancy Dunn

6. ADJOURNMENT

Procedural: A. Adjourn September 21, 2023 Meeting

President Kitzes adjourned the meeting at 6:34 p.m.

