

# VACAVILLE LIBRARY COMMISSION

Regular Meeting

March 11, 2024 - 6:30 p.m.

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

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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 January 8, 2024 - Attachment 1 (**ACTION ITEM**)
5. APPROVAL OF AGENDA (**ACTION ITEM**)
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
  - a. The Commission will receive a presentation update on the Vacaville Cultural Center Library project.
10. NEW BUSINESS
11. ITEMS OF INTEREST TO THE COMMISSION
12. DATE OF NEXT MEETING: May 13, 2024
13. ADJOURNMENT

Minutes of the  
Vacaville Library Commission  
January 8, 2024

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**CALL TO ORDER**

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

**ROLL CALL AND ESTABLISHMENT OF QUORUM**

Members Present

Cathy Valdez

Peggy Rollins, President

Steve Vidmar

Tom Baxley

Others Present

Suzanne Olawski, Director of Library Services, Solano County Library

Mike Eitner, Assistant Director of Library Services, Solano County Library

Nancy Redfield, Library Branch Manager, Solano County Library

Nancy Dunn, Vacaville School District

Cathy Sheldon, Office Assistant III, Solano County Library

**INTRODUCTIONS**

Ms. Vinson and Ms. Frechette, Friends of the Vacaville Libraries, introduced themselves.

**APPROVAL OF MINUTES**

Ms. Valdez moved to approve the meeting minutes of November 13, 2024; Mr. Baxley seconded. Motion carried. So ordered 4-0 vote.

**APPROVAL OF AGENDA**

Ms. Valdez moved to approve the January 8, 2024 agenda; Mr. Vidmar seconded. Motion carried. So ordered 4-0 vote.

**COMMENTS FROM THE FLOOR**

None.

**CORRESPONDENCE**

Ms. Olawski received correspondence from the Secretary of State, stating there is no record on file that the Vacaville Library District is registered as a Public Agency (Form SF-405). The governing body of a public agency is required yearly to file a specified statement of facts about the agency with the Secretary of State. The Vacaville School District is registered but not the Library District. Ms. Olawski will do more research into the filing.

**LIBRARIANS' REPORTS**

Mr. Vidmar inquired about weeding materials in preparation for the Cultural Center Library closure for construction. Ms. Rollins inquired how the library is advertising the free notary service. Ms. Redfield stated the information is on the website and there are flyers at the branches.

**OLD BUSINESS**

The Commission will receive an update on the Cultural Center Library expansion project.

Ms. Olawski gave a brief update on the Cultural Center expansion. The project has completed the design development phase and is preparing to commence construction documents. Project budget is being reviewed. The project team had a productive pre-application meeting with the City of Vacaville staff. Further discussions with the City regarding ADA parking and paint colors will be scheduled. Mr. Reynolds, Solano County Capital Projects Sr. Coordinator, plans to attend the March meeting to provide project updates.

**NEW BUSINESS**

The Commission will appoint a member to the Solano County Advisory Council.

Ms. Valdez moved to appoint Mr. Baxley to the Solano County Advisory Council; Mr. Vidmar seconded. Motion carried. So ordered 4-0 vote.

**ITEMS OF INTEREST TO THE COMMISSION**

None.

**DATE OF NEXT MEETING**

The next Vacaville Library Commission meeting will be held on Monday, March 11, 2024 at 6:30 p.m. at the Vacaville Cultural Center Library.

**ADJOURNMENT**

Meeting adjourned at 7:45 p.m.

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Suzanne Olawski, Director of Library Services

Librarian's Report to the Vacaville Library Commission  
Vacaville Public Library-Cultural Center  
March 2024

Greetings, Commissioners:

It's been a busy new year! During the months of January and February we lent out 79,176 materials to 27,296 visitors. With one more day to go at the time of this writing, we're on pace to break 80,000 borrows during this period. We have been pleased with the activity. January and February tend to be slower months at the library but our monthly circulation of materials in 2023 and early 2024 has remained relatively steady.

Vacaville was very fortunate to be able to host movie star and bestselling author, Danny Trejo, in January on behalf of all of Solano County Library. The Performing Arts Theatre had a full house of around 500 die-hard fans and the event was given rave reviews. Even after the event had concluded, a group of appreciative fans let us know that he stopped while on his way to his ride and signed memorabilia and posed for more photos for people who had not been able to get a ticket.

We are starting an English Conversation Group on Saturdays, which we plan to begin before April. Our adult services staff are finalizing the details so that we can ensure it becomes a weekly activity throughout the year. We have a particular focus on Saturdays because many similar offerings from the library's Literacy department occur during weekdays when many people are at work. They will help us promote the program to students enrolled in Literacy activities, but it will be open to anyone who would like to join us!

After-Hours Game Night for Teens has proven to be a resilient program, even after a two-month hiatus in November and December. It continues to see around 15-20 teens participate each month. Teen programming is also making an adjustment to the Teen Rainbow Reads Book Club, which previously had alternated between the two Vacaville libraries. It will now remain monthly at the Cultural Center branch.

In the area of children's services, we have been happy with the Storytime line-up schedule, which offers a storytime four days a week. As we approach spring, we may relocate outside for one or two of the storytimes that have outgrown the indoor space available to them. Afternoon Adventures continues to be weekly every Tuesday afternoon. That, too, may relocate outside depending on the activity. Kevin, one of our children's librarians, is nearly finished with plans for the Summer Reading Challenge events and activities, which we should be able to squeeze in just before we close for the remodel!

Mike Perkins  
Supervising Librarian  
Vacaville Public Library-Cultural Center

Librarian's Report to the Vacaville Library Commission  
Vacaville Town Square Library (VTS)  
March 11, 2024

Greetings, Commissioners:

From January to February, VTS welcomed 15,430 visitors and circulated 34,103 items.

During the reporting period, staff presented 60 storytimes with 1,948 in attendance. 2,163 children and teens participated in library programs including Storytimes (Baby Bounce, Toddler, Outdoor, Pajama, and Preschool), Afternoon Adventures, LEGO Club, Lunar New Year, Novel Knowledge Book Club, Village Rhythms, and class visits.

Total attendance for outreach programs was 167. These included the local school visits, Youth Roundtable, and Reading at the Barbershop.

Upcoming events highlights include:

- Creek Explorers – Crafts from the Creek: Monday, March 11<sup>th</sup>, 3:00 – 4:00 PM. Be inspired by the bountiful, biodiverse beauty of Putah Creek! Learn about the connections between the flowing water, flora, and fauna of the watershed while creating nature-inspired works of art and craft.
- Creative Spring Journaling: Tuesday, March 12<sup>th</sup>, 6:00 – 7:00 PM. Come with an open, playful mind and be ready to learn some creative layouts, cute doodles, and fun decorative techniques to use in your journaling practice. A small dot grid journal will be provided, and we will have washi tape and fineliners for your use.
- Club Creative: Friday, April 5<sup>th</sup>, 2:00 – 4:00 PM. Come create with us at Creative club! Are you a crafter with a project? A painter with a plan? We will have meetups the first Friday after noon of every month so you can create and chat with other artists and crafters. Bring a friend, and a project you are working on, or get inspired and use provided materials. We will provide a selection of materials such as acrylic tempera, and watercolor paints, paper, colored pencils, crayons, yarn, and glue. We may provide specific craft projects as well.
- Lego Club: Thursday, April 25<sup>th</sup>, 3:00 – 4:30 PM. Come build and share your passion for all things LEGO with different themes and challenges each month! Lego Club meets on the last Thursday every month from 3:00 – 4:30 PM. For ages 8+.

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

Respectfully submitted,  
Johnny Parker  
Supervising Librarian  
Solano County Library