

Minutes of the  
Vacaville Library Commission  
May 13, 2024

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**CALL TO ORDER**

Mr. Vidmar called the meeting to order at 6:34 p.m.

**ROLL CALL AND ESTABLISHMENT OF QUORUM**

Members Present

Ms. Cathy Valdez

Mr. Steve Vidmar

Mr. Tom Baxley

Ms. Rollins was absent due to illness.

Others Present

Ms. Suzanne Olawski, Director of Library Services, Solano County Library

Mr. Tim Reynolds, Capital Projects, Solano County

Ms. Nancy Redfield, Library Branch Manager, Solano County Library

Mr. Johnny Parker, Supervising Librarian

Ms. Lisa Lin, Admin Services Manager, Solano County Library

Ms. Brenda Guzman, Office Assistant II, Solano County Library

**INTRODUCTIONS**

None

**APPROVAL OF MINUTES**

Ms. Valdez moved to approve the meeting minutes of March 11, 2024; Mr. Baxley seconded. Motion carried. So ordered 3-0 vote.

**APPROVAL OF AGENDA**

Ms. Valdez moved to approve the May 13, 2024 agenda; Mr. Vidmar seconded. Motion carried. So ordered 3-0 vote.

**COMMENTS FROM THE FLOOR**

None.

**CORRESPONDENCE**

None.

**LIBRARIANS' REPORTS**

Mr. Parker and Ms. Redfield provided branch reports. Ms. Olawski mentioned the proposed State budget cuts to library programs: Lunch at the Library, CSLA, and Dolly Parton Imagination Library. She also mentioned that the Library's computer network is currently down and staff are working to resolve the issue.

**OLD BUSINESS**

- a. The Commission will receive a presentation update on the Vacaville Cultural Center Library project.

Mr. Reynolds provided an update in reference to his presentation shared in May 2023: plan check review underway by City of Vacaville, ADA parking improvements under discussion with City of Vacaville, trade bids being accepted and reviewed, backup storage option, and GMP budget being developed.

Ms. Olawski added the following action items will be brought to the Commission at their June 10 meeting: approval of CMAR agreement with a GMP, overall project budget, library director authority to approve contract amendments, surplus of existing furniture, fixtures and equipment.

**NEW BUSINESS**

- a. FY 2024/2025 Proposed Budget – The Commission will discuss and may take action on the proposed budget for FY 2024/2025.

Ms. Olawski presented the FY 2024/2025 proposed budget. On motion of Mr. Baxley and seconded by Ms. Valdez, the commission approved the FY 2024/2025 proposed budget. So ordered 3-0 vote.

**ITEMS OF INTEREST TO THE COMMISSION**

Ms. Valdez shared that the Friends of the Library had another successful quarterly book sale during the month of April.

**DATE OF NEXT MEETING**

The next Vacaville Library Commission meeting will be held on Monday, June 10, 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