

Thursday, September 21, 2023
Vacaville Library Board Regular Meeting

Vacaville Unified School District
Regular Library District Meeting

EDUCATIONAL SERVICES CENTER
401 Nut Tree Road
Vacaville, California
6:00 PM

VUSD Board of Trustees meetings are conducted according to Rosenberg's Rules of Order

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Superintendent's Office at (707) 453-6101. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection at the Educational Services Center located at 401 Nut Tree Road, Vacaville, CA 95687 during normal business hours. In addition, such writings and documents are posted to the District's website, <https://www.vacavilleusd.org>.

1. TELECONFERENCE/ATTEND MEETING INFORMATION

Subject : A. Options to view and/or participate in meeting
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 1. TELECONFERENCE/ATTEND MEETING INFORMATION
Type : Procedural

Public Content

There are two options to view and/or participate in this meeting:

1) Attend in-person at the Educational Services Center, 401 Nut Tree Road, Vacaville, CA 95687. Open session begins at 6:20 p.m. Public comments can be made in-person or in writing via this [form](#).

2) View YouTube live stream:<https://www.youtube.com/playlist?list=PLA4TLF5sgWi04Euu5-MmH0lp66HNJU2ZZ>.

2. OPENING OF MEETING

Subject : A. Establish Quorum/Call to Order
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 2. OPENING OF MEETING
Type : Procedural
Subject : B. Approval of September 21, 2023 Agenda

Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 2. OPENING OF MEETING
Type : Action
Recommended Action : It is requested that the Board approve the September 21, 2023 agenda as presented.
Board Member Vote:

Motion & Voting

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

Subject : C. Approval of June 15, 2023 Minutes
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 2. OPENING OF MEETING
Type : Action, Minutes
Recommended Action : It is requested that the Board approve the September 21, 2023 Regular Library Board meeting minutes as presented.
Board Member Vote:
Minutes : [View Minutes](#) for Jun 15, 2023 - Vacaville Library Board Regular Meeting

File Attachments

[June 15, 2023 Library Board Meeting Minutes.pdf \(100 KB\)](#)

Motion & Voting

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

Subject : A. Comments from the Floor
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 3. COMMENTS FROM THE FLOOR

Type :

Public Comment

Public Content

Persons wishing to address the Board may submit their request to speak in advance by completing a Request to Speak form. To submit a request in advance or to submit a written comment, please fill out this [form](#) by 5:30 p.m. on the day of the meeting. There is a 3-minute time limit per individual speaker; however, depending on the number of speakers on a specific topic, the 3-minute time limit may be reduced.

Persons who have complaints against Board Members or staff are encouraged to seek resolution of those complaints by utilization of the Vacaville Unified School District written complaint procedure rather than orally addressing them at a meeting. Speakers are cautioned that under California law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

4. STAFF REPORTS AND PRESENTATIONS

Subject : A. Library Commission Report
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 4. STAFF REPORTS AND PRESENTATIONS
Type : Information

Public Content

Library Commissioner Peggy Rollins will report on issues and items of interest to the Library Board.

Subject : B. Library Director's Report
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 4. STAFF REPORTS AND PRESENTATIONS
Type : Information

Public Content

Solano County Director of Library Services Suzanne Olawski will provide a report on current issues and items of interest to the Library Board.

Subject : C. Cultural Center Library Project Update Presentation (attachment)
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 4. STAFF REPORTS AND PRESENTATIONS
Type : Information, Presentation

Public Content

Solano County Library Director Suzanne Olawski and Solano County Capital Project Coordinator Tim Reynolds will present an update on the Cultural Center Library Project.

File Attachments

[LIBRARY #01. 09 21 2023 VUSDLD Update Presentation - PACKET.pdf \(372 KB\)](#)

5. ACTION ITEMS

Subject :	A. Approval of Appointment of Library Commissioner (attachment)
Meeting :	Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category :	5. ACTION ITEMS
Type :	Action
Recommended Action :	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:

Public Content

The Library Commission recommends approval of 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.

File Attachments

[LIBRARY #02. 2023 Baxley, T..pdf \(219 KB\)](#)

Motion & Voting

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

Subject :	B. Approval of the Cultural Center Library Project Revised Scope
Meeting :	Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category :	5. ACTION ITEMS
Type :	Action

Recommended Action :

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:

Public Content

The Library Commission recommends approval of the Cultural Center Library project revised scope for a 3,600 square foot addition to the northeastern part of the library. The original scope of renovation and expansion of the Vacaville Cultural Center Library with a 2,500 sq. ft. addition in the amount not-to-exceed \$20,000,000.00 was approved by the Board at the Vacaville Library Board Special Meeting on May 18, 2023.

Motion & Voting

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

Subject : C. Approval of the Cost Increase for the Cannon/Parkin, Inc. dba Cannon Design Contract
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 5. ACTION ITEMS
Type : Action
Recommended Action : 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:

Public Content

The Library Commission recommends approval of the \$345,000.00 increase for the Cannon/Parkin, Inc. dba CannonDesign contract for architectural services spanning from Design Development through Construction Administration, total cost not-to-exceed \$1,654,000.00. The original contract with Cannon/Parkin, Inc. dba CannonDesign was approved by the Board at the Vacaville Library Board Special Meeting on May 18, 2023 in the amount not-to-exceed \$1,309,000.00.

Motion & Voting

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

Subject : D. Approval of a Temporary Library Facility
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 5. ACTION ITEMS
Type : Action
Recommended Action :

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:

Public Content

The Library Commission recommends approval of a conceptual scope and budget 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.

Motion & Voting

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

Subject : E. Approval of Signing Authority Limit
Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting
Category : 5. ACTION ITEMS
Type : Action
Recommended Action :

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:

Public Content

The Library Commission recommends approval of a \$75,000.00 signing authority limit for the Director of Library Services to execute project related contracts.

Motion & Voting

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

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

Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting

Category : 5. ACTION ITEMS

Type : Action

Recommended Action : It is requested that the Board approve the 2023-24 Vacaville Library District Revised Budget.
Board Member Vote:

Public Content

Solano County Library Director Suzanne Olawski will provide information regarding the Vacaville Library Commission's recommended revisions to the Library District's 2023-24 budget.

File Attachments

[LIBRARY #03. REVISED Copy of Fund 427 VV library Dist FY2324 09212023.pdf \(1,133 KB\)](#)

Motion & Voting

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

Subject : A. Adjourn September 21, 2023 Meeting

Meeting : Sep 21, 2023 - Vacaville Library Board Regular Meeting

Category : 6. ADJOURNMENT

Type : Procedural