

VACAVILLE LIBRARY COMMISSION

November 4, 2024, 6:30 p.m.

LOCATION: Vacaville Town Square Library – 1 Town Square Place, Vacaville, CA 95688

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Non-confidential materials related to an item on this Agenda submitted to the Board 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 9, 2024 Regular Meeting (Attachments 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
 - a. Vacaville Cultural Center Library Project Update – The Commission will receive a project update.
10. NEW BUSINESS
 - a. Lease Extension with Recology – the Commission will discuss and make a recommendation regarding the one five (5) year lease extension with Recology Vacaville at the Town Square Library - Action
11. ITEMS OF INTEREST TO THE COMMISSION
12. DATE OF NEXT MEETING: January 13, 2025
13. ADJOURNMENT

Minutes of the
Vacaville Library Commission
September 9, 2024

CALL TO ORDER

Ms. Rollins called the meeting to order at 6:30 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

Members Present

Ms. Peggy Rollins
Ms. Cathy Valdez
Mr. Tom Baxley
Ms. Allison Henry

Others Present

Ms. Suzanne Olawski, Director of Library Services, Solano County Library
Ms. Nancy Redfield, Library Branch Manager, Solano County Library
Mr. Mike Perkins, Supervising Librarian, Solano County
Ms. Lisa Lin, Admin Services Manager, Solano County Library
Ms. Cathy Sheldon, Office Assistant III, Solano County Library

INTRODUCTIONS

None

APPROVAL OF MINUTES

Ms. Valdez moved to approve the meeting minutes of June 10, 2024; Mr. Baxley seconded. Motion carried. So ordered 4-0 vote.

APPROVAL OF AGENDA

Ms. Valdez moved to approve the September 9, 2024 agenda; Ms. Henry seconded. Motion carried. So ordered 4-0 vote.

COMMENTS FROM THE FLOOR

None.

CORRESPONDENCE

None.

LIBRARIANS' REPORTS

Mr. Perkins and Ms. Redfield provided branch reports. Ms. Olawski reported Town Square Library distributed 6,405 meals via Lunch @ the Library: 1,130 breakfasts and 5,275 lunches. Vacaville's Summer Reading Program had 3,000 participants. Funding for the CA State Library Park Pass and Lunch @ the Library programs was restored. Ms. Henry commented how she appreciates the state park passes.

OLD BUSINESS

- a. FY 2024-2025 Vacaville Library District Revised Budget

Ms. Valdez moved to approve the FY 2024-2025 Vacaville Library District Revised Budget; Mr. Baxley seconded. Motion carried. So ordered 4-0 vote.

- b. Vacaville Cultural Center Library Project Update

Ms. Olawski gave a brief update on the VCC expansion project. Mr. Reynolds is working with the City of Vacaville to obtain necessary permits. The City will approve the ADA parking plan and a cost share allocation will be worked out. Gilbane is still waiting to set up their job site; the building is cleared. Mr. Reynolds will attend the November 2024 Vacaville Library Commission meeting to provide an update on the Cultural Center Library project.

NEW BUSINESS

None.

ITEMS OF INTEREST TO THE COMMISSION

None.

DATE OF NEXT MEETING

The next Vacaville Library Commission meeting will be held on Monday, November 4, 2024 at 6:30 p.m. at the Vacaville Town Square Library, 1 Town Square.

ADJOURNMENT

Meeting adjourned at 7:15 p.m.

Suzanne Olawski, Director of Library Services

Librarian's Report to the Vacaville Library Commission
Vacaville Cultural Center Library (VCC)
November 4, 2024

Greetings, Commissioners:

During the reporting period, staff presented 18 storytimes at the Ulatis Community Center with an estimated 300 people in attendance. Fifty-six people attended the Bohart Bug Museum program at the Ulatis Community Center in October.

Vacaville Cultural Center staff focused on outreach to schools in September and October. Staff have scheduled regular, ongoing visits to three schools including Bethany Lutheran, Shelley Dalley, Vaca Pena, and Cooper Elementary. For younger students, staff lead 6 storytimes for 268 children on school sites. Staff brought bring bins of books for the younger students to choose from. Staff then checked the books out at the schools. The books were then returned in following weeks also at the schools. For older students, staff have taught them to place holds on books and then deliver the books to the schools for checkout. Staff interacted 759 students and are working on expanding these services to more locations.

Staff also did outreach to Craft-Paramount House senior living facility. Staff provided a craft and information about library services to residents. Twelve people attended. Outreach to seniors is another area of focus during the Cultural Center branch closure and we hope to add more facilities that are visited.

Upcoming events highlights include:

- Storytime at Ulatis Community Center. 10am Tuesdays & Thursdays
- Tail of the Dragon's Tale. A Puppet Art Theater presentation. Saturday, November 2 at 10:30am at the Harbison Event Center.
- Native American and Fall Crafts at the Community Center. Leaves are falling, Autumn is calling. Join us for some Fall Crafts for Kids. Tuesday November 5 at 3:30pm at the Ulatis Community Center.
- School of Rock will perform at the Ulatis Community Center on Saturday December 7 at 10:30am.

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

Respectfully submitted,
Nancy Redfield
Branch Manager
Solano County Library

Librarian's Report to the Vacaville Library Commission
Vacaville Town Square Library (VTS)
November 4, 2024

Greetings, Commissioners:

From September to October, VTS welcomed 32,242 visitors and circulated 54,745 items.

During the reporting period, staff presented 53 storytimes with 1,988 in attendance. 7,158 children and teens participated in library programs including Storytimes (Baby Bounce, Family, Toddler, Outdoor, Pajama, Preschool and Spooky), LEGO Club, Chess Club, Anime Club, Read-To-A-Dog, Legacy Filipino Martial Arts, NorCal Bats, PRISM Group, Pumpkin Painting, and Spooky Crafts.

Total attendance for outreach programs was 331. These included the local school visits, Mobile Library, City of Vacaville Farmers' Market, Youth Roundtable, and Reading at the Barbershop.

Upcoming events highlights include:

- Create and Chill at Pure Grain Cafe: Wednesday, November 13th 2:00 – 3:00 PM. Come join us at Pure Grain Café for an hour long create-together group. The library will provide a selection of art supplies, but feel free to bring your own as well. An informal gathering of adult artists and crafters who enjoy creating with company!
- Free Notary Service: Monday, November 18th 9:30 – 10:30 AM. First come, first serve. An unexpired DMV-issued ID/License or passport is required for each client. One document per client. Must be 18 years old or older.
- Drop-In Senior Technology Help & Library Services: Tuesday, December 17th, 10:00 AM – 12:00 PM. Want to read e-books but do not know how? Drop in! Just got an iPhone and need help making it work? Bring it on in! Need an email address and don't know where to start? We are here for you! Join us the third Tuesday of the month at the McBride Center in Vacaville, right next to the Vacaville Townsquare Library!

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

Respectfully submitted,
Johnny Parker
Supervising Librarian
Solano County Library



Vacaville Cultural Center Library Renovation

November 4, 2024

DEPARTMENT OF GENERAL SERVICES
Capital Projects Management Division



Current & Planned Activities

- Permits in place, construction underway
- Demolition 95% complete
- Parking Plan and proposed cost share under City review
- Planning & Design underway for custom millwork in the Children & Teens area
- Construction Completion anticipated November 2025



Interior Demolition (before)



Interior Demolition



Interior Demolition (before)



Interior Demolition



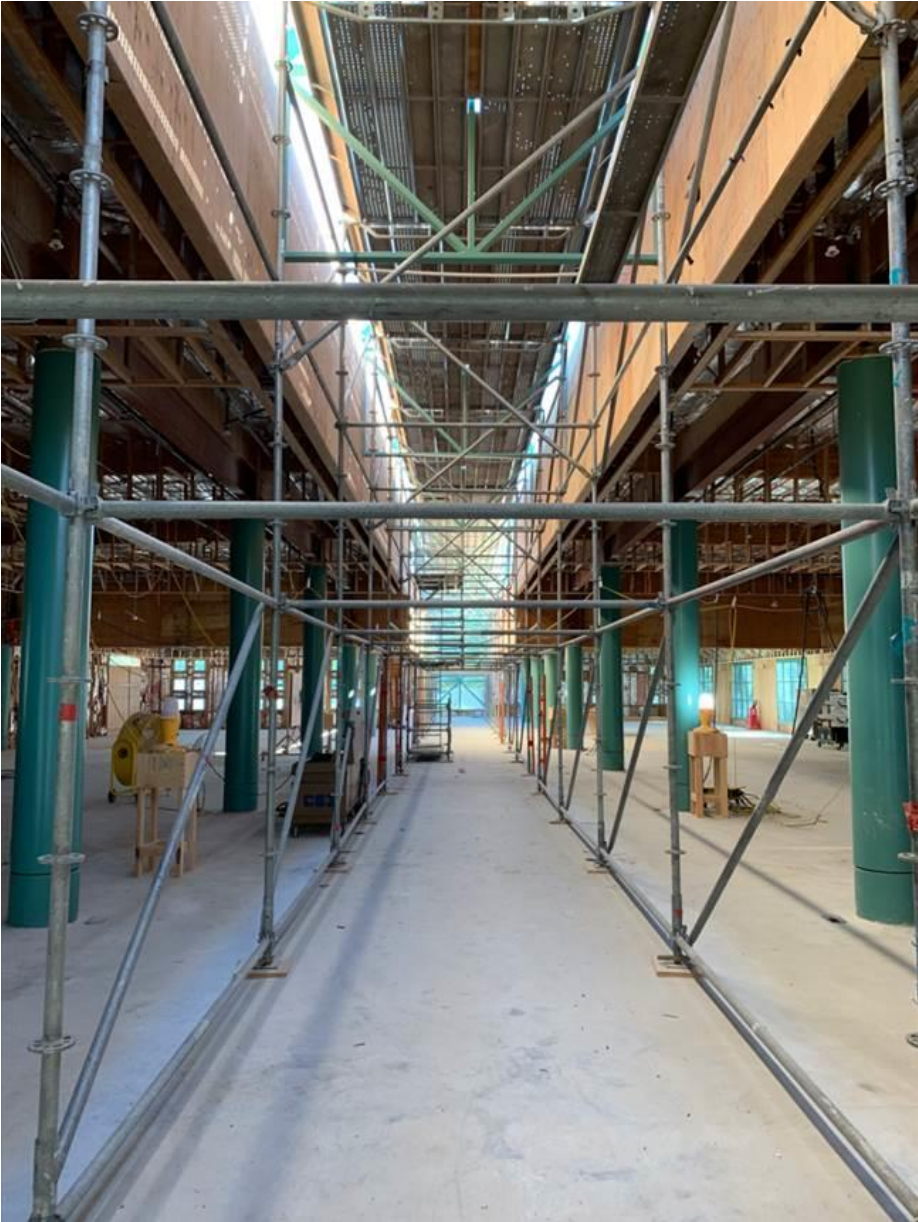
Interior Demolition



Exterior Sitework



Glazing Demolition & Steel Framing Repairs



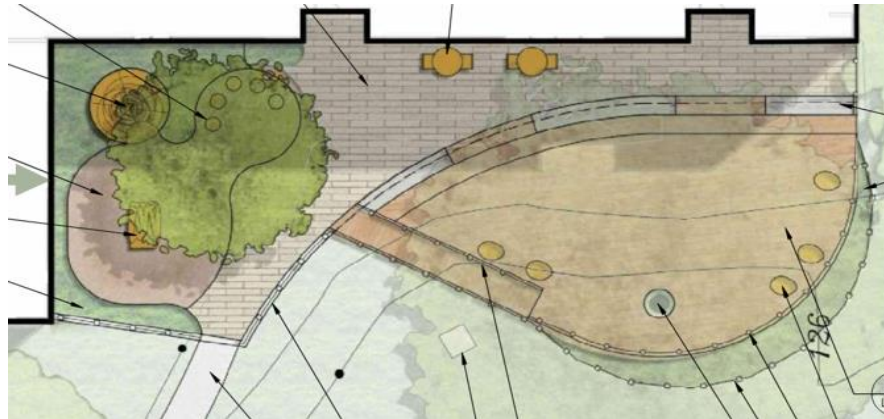
Kalwall Glazing Replacement



Interior Structural Reconfiguration



Children's & Teens Exterior Area Preparations



Questions?