

DIXON LIBRARY
GOVERNING BOARD OF LIBRARY TRUSTEES

Minutes: **REGULAR MEETING**

Dixon Library, 230 N. 1st St., Dixon, CA 95620 5:00 P.M.,

Tuesday, June 11, 2024

1. CALL TO ORDER

The meeting was called to order at 5:03 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF TRUSTEES

Regina Espinoza	P
Julian Cuevas, President	P
Jewel Fink, Vice-President	P
John Gabby, Clerk	A
David Bowen	A

Staff: Suzanne Olawski, Director of Library Services, Solano County Library; Lisa Lin, Admin Services Manager, Solano County; Nancy Redfield, Branch Manager, Solano County Library; Rhea Gardner Supervising Librarian, Solano County Library; Cathy Sheldon, Office Assistant III, Solano County Library

4. PUBLIC COMMENT

None.

5. INTRODUCTIONS

None.

6. CORRESPONDENCE

Ms. Olawski shared an email she received from Recology which stated they conducted an annual site visit to Dixon Library and noted the library was missing an interior bin for organic waste (green organic bin). Ms. Olawski stated an interior bin for organic waste is now in the workroom and the library is compliant.

7. APPROVAL OF CONSENT CALENDAR

- a. Approve the agenda of the June 11, 2024 Dixon Library District Board of Trustees regular meeting
- b. Approve the minutes of the Dixon Library District Board of Trustees regular meeting of December 14, 2023 and March 2024

Ms. Fink moved to approve the consent calendar; Ms. Espinoza seconded. Motion carried. So ordered by 3-0 vote.

8. INFORMATION ITEMS

- a. Information Report - Suzanne Olawski, Director of Library Services (attached)

In addition to Ms. Olawski's report, she stated the computers have been down since April. Staff are getting access to more programs/files and the library is working on restoring public access to

computers. Ms. Olawski will update the board as she receives more information on this matter.

Ms. Olawski highlighted updates on facility improvements and the Lunch at the Library program which Dixon Library serves as a meal site. Ms. Gardner reported the library served 42 meals on Monday and 80 meals today. Dixon Library is offering free books during Lunch at the Library, games, storytimes, crafts -it's not only lunch but so much more!

9. OLD BUSINESS

- a. Community Garden Update - The Library Board of Trustees will receive an update on a potential community garden

Ms. Redfield and Ms. Gardner spoke with the City of Dixon Public Works department and the City has no capacity, funds, or staff to help with this project. Ms. Redfield spoke with Sustainable Solano and they are willing to help install and hold community forums but they do not operate gardens. The library does not have the staff to help with this project. Sustainable Solano recommended getting several dedicated volunteers and setting up a 501 (c) non-profit to help with raising funds. Ms. Redfield will reach out to Sustainable Solano to coordinate public forums. Ms. Lin will review if the water at Dixon Library comes from the City or Cal Water, and she will review budget for possible additional .5 FTE or 1 FTE staffing for FY 24/25 or 25/26. She will update Board in September.

- b. Dixon Library - The Library Board of Trustees will discuss the growth of the Dixon Library

This will be a standing agenda item and Ms. Olawski will provide updates as they develop. Ms. Olawski reached out to County Administrator's office about a possible bond measure for the library in the future. She will update the Board as she receives more information.

10. NEW BUSINESS

- a. Surplus - Approve surplus of (1) wooden atlas stand, and (1) self-checkout machine and remove from the Dixon Library inventory list.

Ms. Espinoza moved to approve the surplus of (1) wood atlas stand and (1) self-checkout machine and remove the items from the Dixon Library inventory list; Ms. Fink seconded. Motion carried. So ordered 3-0 vote.

- b. Proposed Budget FY 2024-2025 – The Dixon Library Board of Trustees will discuss and may take action on the proposed budget for FY 2024-2025

Ms. Espinoza moved to approve the Proposed Budget FY 2024-2025; Ms. Fink seconded. Motion carried. So ordered 3-0 vote.

- c. MOU for Financial Services – The Dixon Library Board of Trustees will discuss and may take action on the MOU between the County of Solano on behalf of the Solano County Auditor-Controller and the Dixon Unified School District Library District.

Ms. Espinoza moved to approve the MOU between the County of Solano on behalf of the Solano County Auditor-Controller and the Dixon Unified School District Library District; Ms. Fink seconded. Motion carried. So ordered 3-0 vote.

11. ANNOUNCEMENTS/MEMBER REPORTS

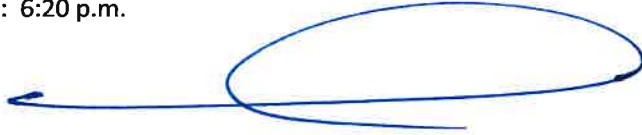
Mr. Cuevas the Back-to-School event is on Saturday, August 3, 2024.

12. NEXT REGULAR MEETING OF THE DIXON LIBRARY GOVERNING BOARD OF LIBRARY TRUSTEES

Tuesday, September 10, 2024

13. ADJOURNMENT

Time: 6:20 p.m.



12/11/24

Suzanne Olawski, Director of Library Services

Date