



**Thursday, March 27, 2025
Vacaville Library Board Regular Meeting**

**Vacaville Unified School District
Regular Library District Meeting
6:15 PM**

**EDUCATIONAL SERVICES CENTER
401 Nut Tree Road
Vacaville, California 95687**

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	Mar 27, 2025 - Vacaville Library Board Regular Meeting
Category	1. TELECONFERENCE/ATTEND MEETING INFORMATION
Access	Public
Type	Procedural

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-MmH0Ip66HNJU2ZZ>.

2. OPENING OF MEETING

Subject	A. Establish Quorum/Call to Order/Public Comment Cards Due
Meeting	Mar 27, 2025 - Vacaville Library Board Regular Meeting
Category	2. OPENING OF MEETING
Access	Public
Type	Procedural

Subject	B. Approval of March 27, 2025 Vacaville Library Board Regular Meeting Agenda
Meeting	Mar 27, 2025 - Vacaville Library Board Regular Meeting
Category	2. OPENING OF MEETING
Access	Public

Type	Action
Recommended Action	It is requested that the Board approve the March 27, 2025 agenda as presented. Board Member Vote:
Subject	C. Approval of December 19, 2024 Vacaville Library Board Organizational Meeting Minutes (attachment)
Meeting	Mar 27, 2025 - Vacaville Library Board Regular Meeting
Category	2. OPENING OF MEETING
Access	Public
Type	Action, Minutes
Recommended Action	It is requested that the Board approve the December 19, 2024 Vacaville Library Board Organizational meeting minutes as presented. Board Member Vote:
Minutes	View Minutes for Dec 19, 2024 - Vacaville Library Board Organizational Meeting

File Attachments

[December 19, 2024 Vacaville Library Board Organizational Meeting Minutes 3.27.25.pdf \(66 KB\)](#)

3. COMMENTS FROM THE FLOOR

Subject	A. Comments from the Floor
Meeting	Mar 27, 2025 - Vacaville Library Board Regular Meeting
Category	3. COMMENTS FROM THE FLOOR
Access	Public
Type	Public Comment

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. Written public comments will not be read aloud during open session, however emailed to the Board members for review. Receipt of comment will be confirmed by an email from the Superintendent's office. 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. Please note that there will be a 20-minute time limit for each topic. This time constraint will apply to all items both those on and off the agenda.

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	Mar 27, 2025 - Vacaville Library Board Regular Meeting
Category	4. STAFF REPORTS AND PRESENTATIONS
Access	Public
Type	Information

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

Subject	B. Library Director's Report
Meeting	Mar 27, 2025 - Vacaville Library Board Regular Meeting

Category 4. STAFF REPORTS AND PRESENTATIONS
Access Public
Type Information

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 (attachment)
Meeting Mar 27, 2025 - Vacaville Library Board Regular Meeting
Category 4. STAFF REPORTS AND PRESENTATIONS
Access Public
Type Information, Presentation

Solano County Director of Library Services, Suzanne Olawski and Solano County Senior Capital Project Coordinator, Tim Reynolds, will provide an update of the Vacaville Cultural Center Library project.

File Attachments
[VCC Board update 3-27-25 REVISED \(1\).pdf \(3,021 KB\)](#)

5. ADJOURNMENT

Subject A. Approval to Adjourn March 27, 2025 Vacaville Library Board Regular Meeting
Meeting Mar 27, 2025 - Vacaville Library Board Regular Meeting
Category 5. ADJOURNMENT
Access Public
Type Action, Procedural
Recommended Action It is requested that the Library Board approve the adjournment of the March 27, 2025 Vacaville Library Board Regular Meeting.
Board Member Vote:

Vacaville Library Board Organizational Meeting (Thursday, December 19, 2024)

Generated by Jenna Skinner on Tuesday, January 7, 2025

Members present

John Jansen, Santiago Serrato, Nancy Dunn, Amy T Russell, Daniel Garcia, Audra Orr, Michele Guerra

Meeting called to order at 6:50 PM

1. RECONFERENCE/ATTEND MEETING INFORMATION

Final Resolution: A. Options to view and/or participate in meeting

2. OPENING OF MEETING

Procedural: A. Establish Quorum/Call to Order

President Dunn called the Vacaville Library Board Organizational meeting to order at 6:50 PM.

Action: B. Approval of December 19, 2024 Vacaville Library Board Organizational Meeting Agenda

It is requested that the Board approve the December 19, 2024 Vacaville Library Board Organizational meeting agenda as presented.

Board Member Vote:

Motion by Amy T Russell, second by John Jansen.

Final Resolution: Motion Passed

Yes: John Jansen, Santiago Serrato, Nancy Dunn, Amy T Russell, Daniel Garcia, Audra Orr, Michele Guerra

Action, Minutes: C. Approval of September 26, 2024 Vacaville Library Board Regular Meeting Minutes

It is requested that the Board approve the September 26, 2024 Vacaville Library Regular Meeting minutes as presented.

Board Member Vote:

Motion by John Jansen, second by Santiago Serrato.

Final Resolution: Motion Passed

Yes: John Jansen, Santiago Serrato, Nancy Dunn, Amy T Russell, Daniel Garcia, Audra Orr, Michele Guerra

3. COMMENTS FROM THE FLOOR

Public Comment: A. Comments from the Floor

There were no comments on the Vacaville Library Board Organizational meeting.

4. ELECTION OF OFFICERS

Action: A. Election of President

Nancy Dunn be elected President of the Library Board for the term December 19, 2024 through December 18, 2025.

Board Member Vote:

Motion by Amy T Russell, second by John Jansen.

Final Resolution: Motion Passed

Yes: John Jansen, Santiago Serrato, Nancy Dunn, Amy T Russell, Daniel Garcia, Audra Orr, Michele Guerra

Action: B. Election of Secretary

Amy Tran Russell be elected Secretary of the Library Board for the term December 19, 2024 through December 18, 2025.

Board Member Vote:

Motion by Amy T Russell, second by Santiago Serrato.

Final Resolution: Motion Passed

Yes: John Jansen, Santiago Serrato, Nancy Dunn, Amy T Russell, Daniel Garcia, Audra Orr, Michele Guerra

5. ACTION ITEMS

Action: A. Adoption of Resolution No. 1, 2024-25, Resolution for Vacaville Library Board Meeting Establishing Quarterly Meetings (attachment)

It is requested that the Board approve the recommended Library Board meeting dates for 2025, as presented.

ROLL CALL VOTE:

Motion by John Jansen, second by Santiago Serrato.

Final Resolution: Motion Passed

Yes: John Jansen, Santiago Serrato, Nancy Dunn, Amy T Russell, Daniel Garcia, Audra Orr, Michele Guerra

Action: B. Establish Library Board Meeting Dates and Locations

It is requested that the Board approve the recommended Library Board meeting dates for 2025 as presented.

Board Member Vote:

Motion by John Jansen, second by Santiago Serrato.

Final Resolution: Motion Passed

Yes: John Jansen, Santiago Serrato, Nancy Dunn, Amy T Russell, Daniel Garcia, Audra Orr, Michele Guerra

Action: C. Approve the Second Amendment to the Commercial Lease Agreement with Recology Vacaville Solano for a Renewal Term of July 1, 2022 through June 30, 2027 (attachment)

It is requested to approve the second amendment to the commercial lease agreement with Recology Vacaville Solano as presented.

Board Member Vote:

Motion by John Jansen, second by Santiago Serrato.

Final Resolution: Motion Passed

Yes: John Jansen, Santiago Serrato, Nancy Dunn, Amy T Russell, Daniel Garcia, Audra Orr, Michele Guerra

6. STAFF REPORTS AND PRESENTATIONS

Information: A. Library Commission Report

The Director of Library Services, Suzanne Olawski reported the commission's report and the director's report together.

Information: B. Library Director's Report

The Director of Library Services Suzanne Olawski reported adding library story time at the Ulatis Center and offering additional programming events for the holiday season; noted expanding their reach with a puppet show at Harbison Center while the Cultural Center is in renovation; recently visited Shelley Dally Early Learning Village, Jean Callison and Cooper Elementary schools and will be adding visits to Fairmont Charter and Browns Valley Elementary Schools as well as Vaca Pena Middle School; the Town Square library has been busy with a STEM program, holiday programming and story time-including bilingual story time all reaching full capacity; shared available technology help in 2025; mentioned that the Discover and Go Program for access to museums and other cultural destinations and the California State Park Library passes are continuing; and will bring attendance statistics at the March Library meeting.

Information, Presentation: C. Cultural Center Library Project Update (attachment)

Solano County Director of Library Services, Suzanne Olawski and Solano County Capital Project Sr. Coordinator, Tim Reynolds provided an update on the Vacaville Cultural Center Library renovation project.

7. ADJOURNMENT

Procedural: A. Adjourn December 19, 2024 Vacaville Library Board Organizational Meeting
President Dunn adjourned the Library meeting at 7:10 PM.



Vacaville Cultural Center Library Renovation

March 27, 2025

DEPARTMENT OF GENERAL SERVICES
Capital Projects Management Division

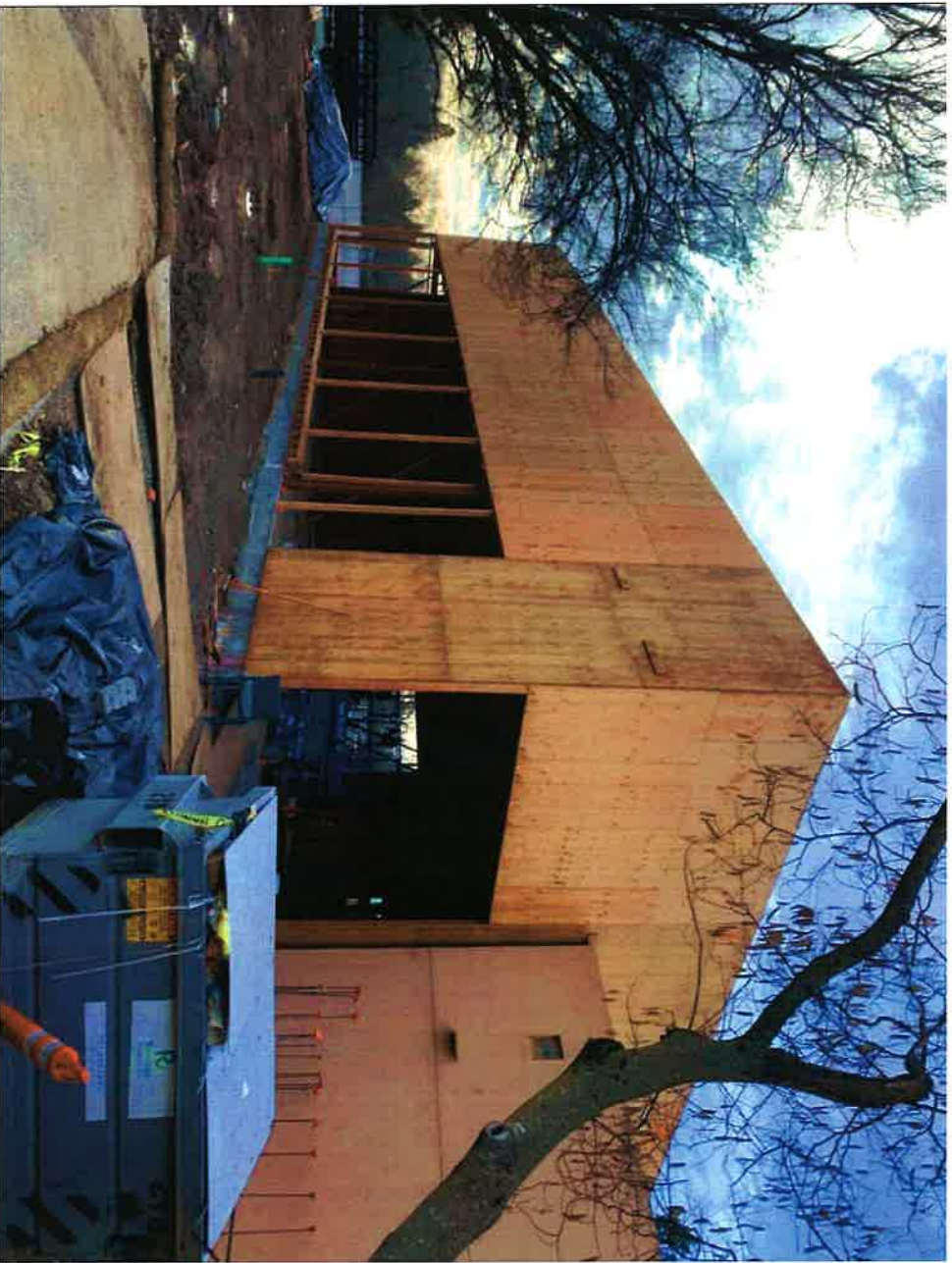


Current & Planned Activities



- Framing & CLT complete, Concrete Placement underway
- Roofing Complete
- KalWall Sections Temporarily Shrink Wrapped to Weather Protect Interior
- HVAC Installation Underway & Interior Dry Wall Beginning
- Parking plan and proposed cost share under City review
- Design Progress underway for custom millwork in the Children & Teens area
- Mural Artist Mona Caron engaged for decorative mural on addition
- Construction completion anticipated November 2025

Library Addition



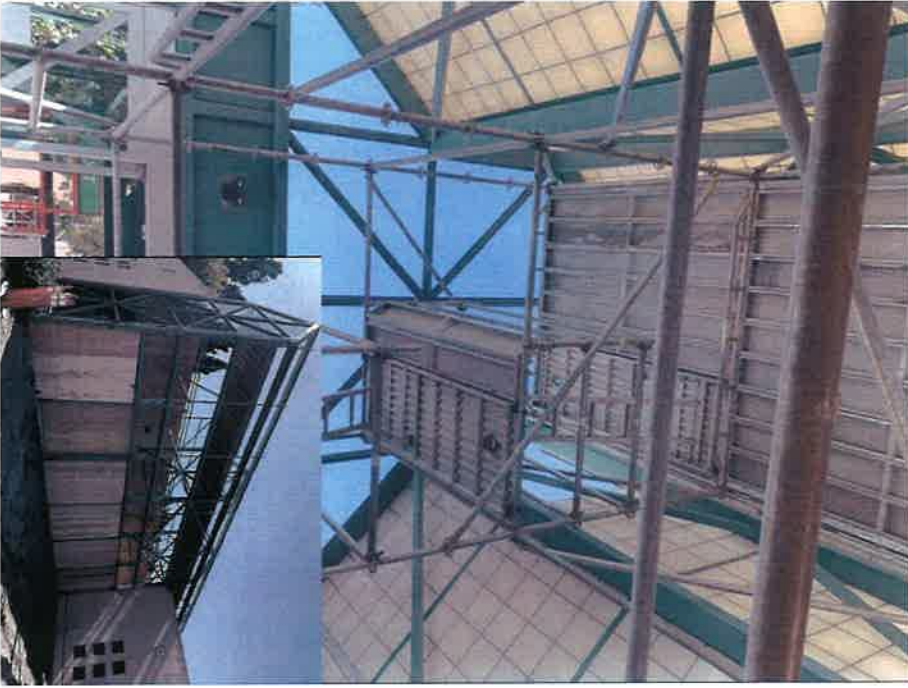
Library Addition



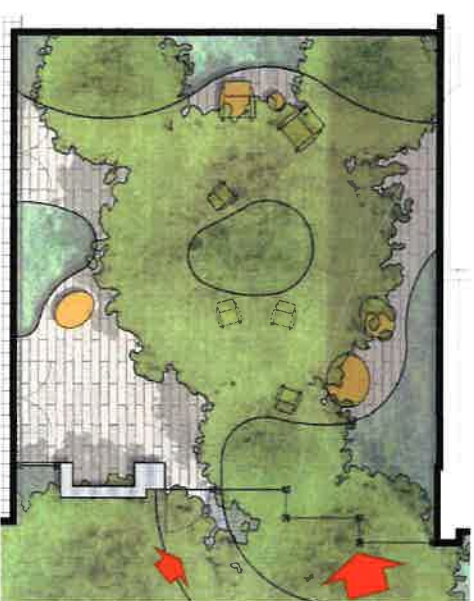
Main Stacks Area



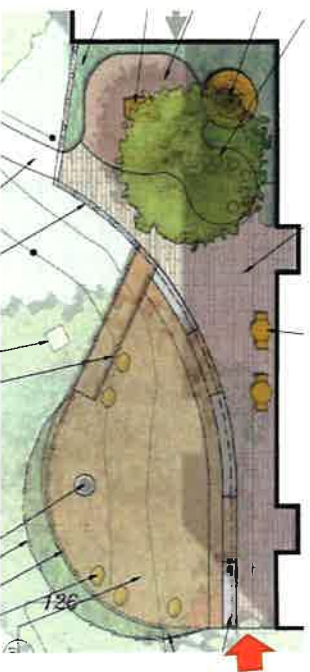
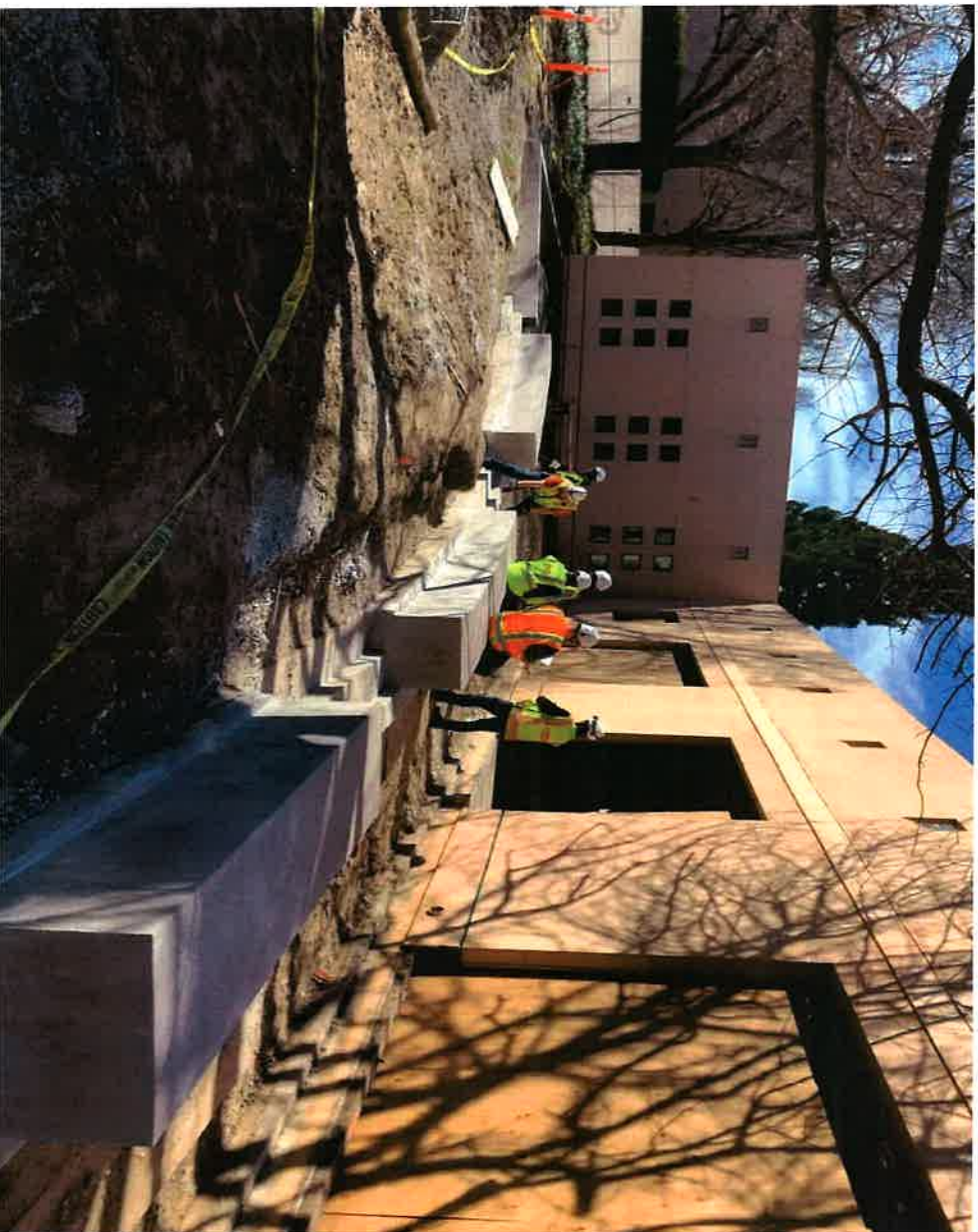
Glazing Demolition & Steel Framing Repairs



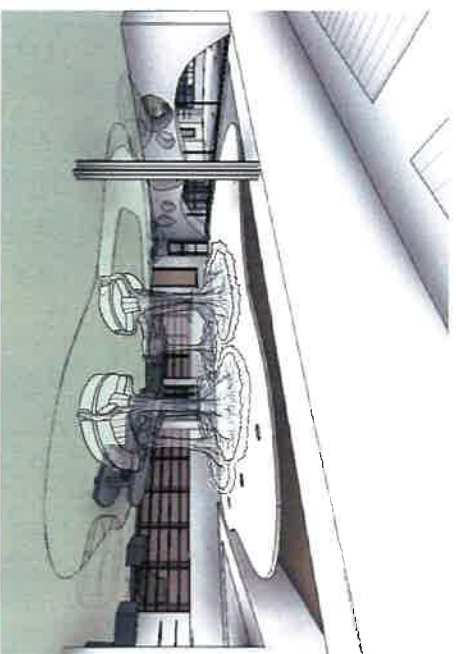
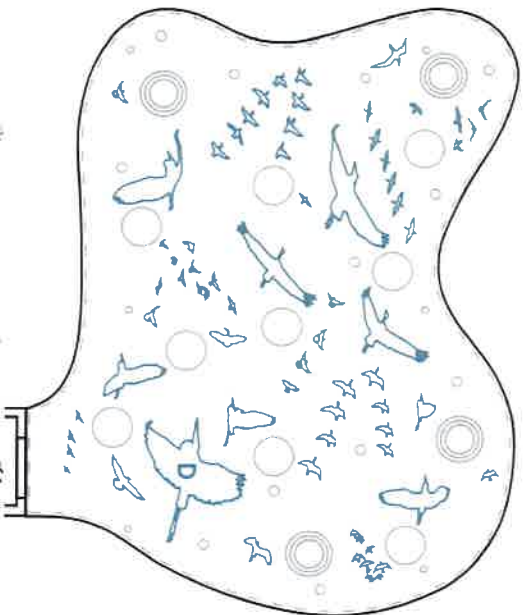
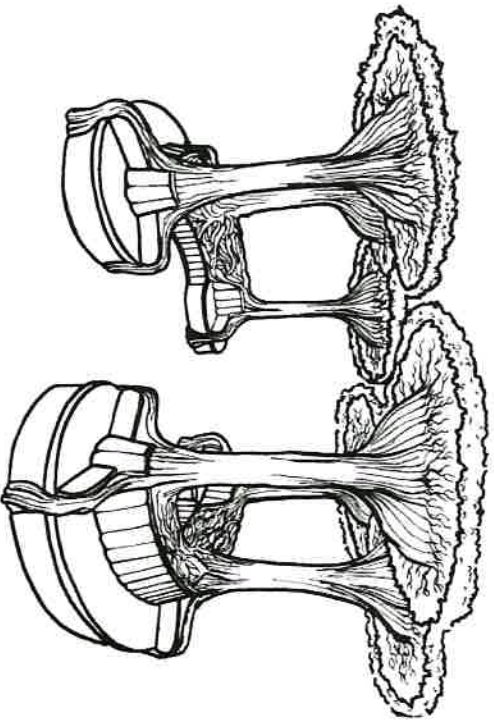
Courtyard Reading Area



Children's & Teens Exterior Area



Children's & Teens Interior Area



Decorative Painting Mona Caron



Significant Issues



- Maintaining Scheduled Completion
- Lead Time issues: KaiWall Delivery delayed from May to July, Cabinetry and Glazing also under minor delay
- Site Mobilization Encroachment Permit with City of Vacaville / Ongoing Coordination with City Parking Photovoltaic Project
- Permitting & Incorporating Accessible Parking Improvement Scope

Questions?