



Thursday, September 25, 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

Table with 2 columns: Subject, Meeting, Category, Type. Row 1: Subject: A. Options to view and/or participate in meeting, Meeting: Sep 25, 2025 - Vacaville Library Board Regular Meeting, Category: 1. TELECONFERENCE/ATTEND MEETING INFORMATION, 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

Table with 2 columns: Subject, Meeting, Category, Type. Row 1: Subject: A. Establish Quorum/Call to Order/Public Comment Cards Due, Meeting: Sep 25, 2025 - Vacaville Library Board Regular Meeting, Category: 2. OPENING OF MEETING, Type: Procedural. Row 2: Subject: B. Approval of September 25, 2025 Vacaville Library Board Regular Meeting Agenda, Meeting: Sep 25, 2025 - Vacaville Library Board Regular Meeting

Category 2. OPENING OF MEETING
Type Action
Recommended Action It is requested that the Board approve the September 25, 2025 agenda as presented.
Board Member Vote:

Motion & Voting

It is requested that the Board approve the September 25, 2025 agenda as presented.
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

Subject C. Approval of June 26, 2025 Vacaville Library Board Regular Meeting Minutes
Meeting Sep 25, 2025 - Vacaville Library Board Regular Meeting
Category 2. OPENING OF MEETING
Type Action, Minutes
Recommended Action It is requested that the Board approve the June 26, 2025 Regular Library Board meeting minutes as presented.
Board Member Vote:
Minutes [View Minutes](#) for Jun 26, 2025 - Vacaville Library Board Regular Meeting

File Attachments

[June 26, 2025 Vacaville Library Board Regular Meeting Minutes.pdf \(92 KB\)](#)

Motion & Voting

It is requested that the Board approve the June 26, 2025 Regular Library Board meeting minutes as presented.
Board Member Vote:

Motion by Santiago Serrato, second by Amy T Russell.

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

Subject A. Comments from the Floor
Meeting Sep 25, 2025 - Vacaville Library Board Regular Meeting
Category 3. COMMENTS FROM THE FLOOR
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 Sep 25, 2025 - Vacaville Library Board Regular Meeting
Category 4. STAFF REPORTS AND PRESENTATIONS
Type Information

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

Subject **B. Library Director's Report**
Meeting Sep 25, 2025 - Vacaville Library Board Regular Meeting
Category 4. STAFF REPORTS AND PRESENTATIONS
Type

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. The Vacaville Cultural Center Library Project (attachment)**
Meeting Sep 25, 2025 - Vacaville Library Board Regular Meeting
Category 4. STAFF REPORTS AND PRESENTATIONS
Type Information, Presentation

Solano County Director of Library Services Suzanne Olawski and Solano County Sr. Capital Projects Coordinator Tim Reynolds will provide an update on the Vacaville Cultural Center Library project.

File Attachments
[01. VLB PRESENTATION VCC UPDATE 9-25-25 \(1\).pdf \(2,661 KB\)](#)

5. ACTION ITEMS

Subject **A. Approval of Financial Audit Report for Fiscal Years Ending June 30, 2022 and June 30, 2023 (attachment)**
Meeting Sep 25, 2025 - Vacaville Library Board Regular Meeting
Category 5. ACTION ITEMS
Type Action, Presentation
Recommended Action It is requested that the Board approve the Library District's Audit Report for fiscal years ending June 30, 2022 and 2023 as presented.
Board Member Vote:

Solano County Director of Library Services Suzanne Olawski and Administrative Services Manager, Lisa Lin will present the financial audit report prepared by Richardson and Company LLP for fiscal years ending June 30, 2022 and June 30, 2023 to the Library Board. Approval of the audit report will be requested following the presentation.

File Attachments
[02. VLB AUDIT VUSDLD 2023 and 2022.pdf \(684 KB\)](#)

Motion & Voting

It is requested that the Board approve the Library District's Audit Report for fiscal years ending June 30, 2022 and 2023 as presented.

Board Member Vote:

Motion by Santiago Serrato, second by Daniel Garcia.

Final Resolution: Motion Passed

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

Subject	B. Adoption of the Vacaville Library District Revised Budget for Fiscal Year 2025-26 (attachment)
Meeting	Sep 25, 2025 - Vacaville Library Board Regular Meeting
Category	5. ACTION ITEMS
Type	Action
Recommended Action	It is requested that the Board approve the Vacaville Library District Fiscal Year 2025-26 revised budget as presented. Board Member Vote:

The Vacaville Library Commission recommends the adoption of the Vacaville Library District Fiscal Year 2025-26 revised budget as presented.

File Attachments

[03. VLB REVISED BUDGET Fund 427_VV library district FY2526_revised.pdf \(820 KB\)](#)

Motion & Voting

It is requested that the Board approve the Vacaville Library District Fiscal Year 2025-26 revised budget as presented.

Board Member Vote:

Motion by Santiago Serrato, second by Daniel Garcia.

Final Resolution: Motion Passed

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

Subject	C. Approval of Reappointment Library Commissioner
Meeting	Sep 25, 2025 - Vacaville Library Board Regular Meeting
Category	5. ACTION ITEMS
Type	Action
Recommended Action	It is requested that the Board approve the reappointment of Cathy Valdez to the Library Commission for a third three-year term of July 1, 2025 to June 30, 2028. Board Member Vote:

The Vacaville Library Commission recommends approval of the reappointment of Cathy Valdez to the Library Commission for a third three-year term of July 1, 2025 to June 30, 2028.

Motion & Voting

It is requested that the Board approve the reappointment of Cathy Valdez to the Library Commission for a third three-year term of July 1, 2025 to June 30, 2028.

Board Member Vote:

Motion by John Jansen, second by Audra Orr.

Final Resolution: Motion Passed

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

6. ADJOURNMENT

Subject	A. Adjourn September 25, 2025 Vacaville Library Board Regular Meeting
Meeting	Sep 25, 2025 - Vacaville Library Board Regular Meeting
Category	6. ADJOURNMENT
Type	Action, Procedural
Recommended Action	It is requested that the Board approve the adjournment of the September 25, 2025 meeting. Board Member Vote:

Motion & Voting

It is requested that the Board approve the adjournment of the September 25, 2025 meeting.
Board Member Vote:

Motion by Santiago Serrato, second by Audra Orr.

Final Resolution: Motion Passed

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