



Council Chambers
Council Chambers – 2nd Floor
555 Santa Clara Street
Vallejo, CA 94590
www.cityofvallejo.net

AGENDA

MCCUNE COLLECTION COMMISSION REGULAR MEETING – 4:30 PM. October 4, 2021 Council Chambers

COMMISSIONERS

Henry Beecher, Chair
Vice Chair - Vacant
Joanne Schivley,
Treasurer
James Petka
Toni Wein
Lei Kim Sawyer
Tiffany Flores

PUBLIC COMMENT: Members of the Public may provide public comments during the Commission Meeting via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833.

For additional instructions on how to speak during public comment, please visit, www.cityofvallejo.net/publiccomment

VIEW THE MEETING: You can view this public meeting by:

- Join the Zoom meeting: <https://ZoomRegular.Cityofvallejo.net>

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the McCune Collection Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item of interest to them provided they are first recognized by the presiding officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Executive Secretary of the Commission prior to the consideration of the item.

Those wishing to address McCune Collection Commission on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of the McCune Collection Commission to resolve may come forward to the podium during the "COMMUNITY FORUM" portion of the AGENDA.

Members of the public have the right to speak on any item on this agenda. Those wishing to address the McCune Collection Commission: 1) during the Community Forum are limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300; and 2) on a Consent Calendar item are limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the commissioners will be available for public inspection at the City Clerk's Office, 555 Santa Clara Street, 3rd Floor, Vallejo, CA at the same time that the public records are distributed or made available to the commissioners. Such documents may also be available on the City of Vallejo website at <http://www.cityofvallejo.net> subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4527,

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Like us on Facebook (www.facebook.com/cityofvallejo)

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McCune Room is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

Please call (707) 674-4082 if outside gate is closed.

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1. CALL TO ORDER

2. ROLL CALL

3. COMMUNICATIONS

- A. Report from City staff to the McCune Collection Commission
- B. Report from Council Liaison to the McCune Collection Commission
- C. Report from McCune Foundation to the McCune Collection Commission
- D. Others

E. ACTIVITY REPORTS

- 1. Program Series
- 2. Website
- 3. Art Walk
- 4. Volunteer Program
- 5. Writers Workshop
- 6. Book Club
- 7. Children's Outreach

4. COMMUNITY FORUM

Anyone wishing to address the commission on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the commission to resolve, is requested to submit a completed speaker card to the Executive Secretary of the Commission. When called upon, each speaker should state his /her name, and address for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300.

5. CONSENT CALENDAR AND APPROVAL OF AGENDA

Members of the public wishing to address the commission on Consent Calendar Items are requested to submit a completed speaker card to the Executive Secretary to the Commission. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310. Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the commission. Items removed from the commission will be heard immediately after approval of the Consent Calendar and Agenda.

A. Approval of Agenda & Minutes

Recommendation: By motion, approve the agenda for the Regular Meeting, October 4, 2021 of the McCune Collection Commission and approval of the minutes from the June 7, 2021 Regular Meeting.

6. CHAIR'S REPORT

7. RECURRING BUSINESS

A. Acquisition of Items Donated to the McCune Collection

Action: By motion approve/deny acquisition of donated item(s).

B. Submission of Monthly Receipts for Reimbursement

C. McCune Room use requests

Action: By motion approve/deny room use request.

8. NEW/UNFINISHED BUSINESS

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A. Publicize the McCune Collection – Draft McCune Survey

Action: Discuss the initial draft and provide comments for next step

B. Handling of Books by Visitors

Action: Adopt a revised policy on allowing visitors to handle books in the collection that is consistent with appropriate COVID precautions

C. Vallejo Open Studios 2021

Action: Discuss the hours during which the McCune Room will be open November 13th and 14th 2021, and decent coverage for event's hours of 11:00 am to 5:00 pm

9. ANNOUNCEMENTS

10. FUTURE AGENDA ITEMS

A. Discussion of Agenda Items for Future Meetings

- i. Discuss Partnership with and Role of the McCune Foundation
- ii. Consider Use of the Albion Press, Policy and Procedures for Use
- iii. Writer's Workshop Public Reading
- iv. Policy Book/Municipal Code Amendments
- v. Academic Outreach (McCune data on OAC)

11. NEXT MEETING DATE: December 6, 2021

12. ADJOURNMENT

ADDITIONAL CITY INFORMATION

Members of the public can:

Like us on Facebook (www.facebook.com/cityofvallejo)

Sign up to receive City Communications via e-mail (www.cityofvallejo.net/living/connect)

Sign up to receive City updates and get connected with your neighbors on Nextdoor (www.nextdoor.com)

I, Annette Taylor, Staff Liaison, do hereby certify that we have caused a true copy of the above notice and agenda to be delivered to each of the members of the McCune Collection Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., September 30, 2021.

Dated: September 30, 2021

Annette Taylor

Annette Taylor, Staff Liaison

Due to the Coronavirus emergency, all City Council meetings will be held via teleconference. Members of the public may provide public comments during the City Council Meeting via ZOOM

- <https://ZoomRegular.CityofVallejo.net>
- Option to join by phone:
- Dial (669) 900-6833
- Enter Meeting ID: 914 0075 0676#
- Press *9 to digitally raise your hand from the phone
- For additional instructions on how to speak during public comment, please visit, www.cityofvallejo.net/publiccomment

MINUTES

MCCUNE COLLECTION COMMISSION REGULAR MEETING – 4:30 PM. June 7, 2021 Council Chambers

1. CALL TO ORDER – 4:35 pm

Henry Beecher, Chair
Vice Chair - Vacant
Joanne Schivley, Treasurer
Commissioner James Petka
Commissioner Toni Wein

2. ROLL CALL

Present: Henry Beecher, Chair; Commissioners James Petka, Toni Wein, Lei Kim Sawyer
Absent: Joanne Schivley

3. COMMUNICATIONS

- A. Report from City staff to the McCune Collection Commission
 - 1. Reported Vice Chair Brookshire resigned
- B. Report from Council Liaison to the McCune Collection Commission
 - 1. No report
- C. Report from McCune Foundation to the McCune Collection Commission
 - 1. No report
- D. Others - None
- E. ACTIVITY REPORTS
 - 1. Program Series
No report due to shutdown
 - 2. Website
Reported two additions to the website
 - 3. Art Walk
No report due to shutdown
 - 4. Volunteer Program
No report due to shutdown
 - 5. Writers Workshop
No report
 - 6. Book Club
No report
 - 7. Children's Outreach
No report due to shutdown

4. COMMUNITY FORUM

None

5. CONSENT CALENDAR AND APPROVAL OF AGENDA

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A. Approval of Agenda & Minutes

Recommendation: By motion, approve the agenda for the regular meeting, June 7, 2021 of the McCune Collection Commission and approval of the minutes from the April 5, 2021 regular meeting

Motion to accept the June 7, 2021 agenda and April 5, 2021 minutes made by Commissioner Wein, seconded by Commissioner Petka, approved unanimously 4-0 with Commissioner Schivley absent

6. CHAIR'S REPORT

Chair Beecher thanked Commissioner Brookshire for serving on the McCune Collection Commission and shared his debt of gratitude to Commissioner Brookshire for his devotion to increasing public awareness and engagement and other accomplishments

7. RECURRING BUSINESS

A. Acquisition of Items Donated to the McCune Collection (attachment)

Action: No report due to shutdown

B. Submission of Monthly Receipts for Reimbursement

No report due to shutdown

C. McCune Room use requests

Action: No report due to shutdown

8. NEW/UNFINISHED BUSINESS

A. Publicize the McCune Collection

Action: Discuss the different opportunities to collaborate with the McCune Foundation to publicize the McCune Collection

Commissioners discussed various ways to publicize Collection including prepare a multi-media piece, draft a survey, create a pamphlet with letter to mailing list, speak at Service Clubs; Chair Beecher and Commissioner Sawyer volunteered for the Ad Hoc Committee to formulate a survey.

B. Conservation Estimates

Action: Provide update. Information only

Provided staff with estimates, submitted invoices per city's procedures

C. Vallejo Open Studios 2020-21

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Action: By motion approve to pay \$60.00 studio fee to participate in the Vallejo Open Studios 2020-21, plan for November 13th and 14th 2021

Motion to pay \$60.00 studio fee to be in directory made by Commissioner Wein, seconded by Commissioner Petka, approved unanimously 4-0 with Commissioner Schivley absent

9. ANNOUNCEMENTS

None

10. FUTURE AGENDA ITEMS

A. Discussion of Agenda Items for Future Meetings

- i. Discuss Partnership with and Role of the McCune Foundation
- ii. Consider Use of the Albion Press, Policy and Procedures for Use
- iii. Writer's Workshop Public Reading
- iv. Policy Book/Municipal Code Amendments
- v. Academic Outreach (McCune data on OAC)

11. NEXT MEETING DATE: October 4, 2021, 4:30 p.m.

12. ADJOURNMENT – 5:13 p.m.

McCune Collection Survey

The McCune Collection of Rare Books & Art is the legacy of longtime Vallejo resident and physician, Dr. Donovan J. McCune. In his estate Dr. McCune bequeathed to Vallejo City his entire collection of rare and unique books, printing equipment and binding tools. The strengths of the Collection include fine printing & binding, Californiana, Latin & Greek texts, incunabula, as well as a collection of superb prints & photographs.

The Collection is overseen by the City-appointed McCune Commission. We are reaching out to you in order to better understand how you engage with The McCune and what you value most about your connection with the Collection. We would appreciate your thoughts on our activities, programs, and events, as well as your insights on the role we play in the book arts community. Your input will help us bring you better quality book-related activities.

Your responses are completely confidential. The information you provide will be combined with that from other responders and presented only in the aggregate. Your participation is voluntary. You may skip any question you prefer not to answer and may stop participating at any time.

The survey should take you only about 15 minutes to complete.

If you have any questions about the survey, please email the McCune Collection at mccunecollection@mail.com

Thank you for completing this survey for the McCune Collection.

Have you ever attended a McCune Collection talk, exhibit or other event?

- ☐ Yes
- ☐ No

Have you attended a meeting of the writers group?

- ☐ Yes
- ☐ No

Have you visited The McCune's website, Facebook page or other online content from The McCune?

- ☐ Yes
- ☐ No

Have you ever used any items in The McCune Collection as a source for information?

- ☐ Yes
- ☐ No

How important are each of the following in deciding to visit the McCune Collection?

	Not at all important	A little important	Somewhat important	Very important	Extremely important
Educational opportunities through programs, exhibits and events	☐	☐	☐	☐	☐
Shared community and fellowship with other book lovers	☐	☐	☐	☐	☐

	Not at all important	A little important	Somewhat important	Very important	Extremely important
Opportunity to see items in the McCune Collection	☐	☐	☐	☐	☐
Supporting the local book-arts community	☐	☐	☐	☐	☐

How much do you value the following McCune Collection benefits?

	Not at all	A little	Somewhat	Very much	Extremely
Educational opportunities through programs, exhibits, and events	☐	☐	☐	☐	☐
Shared community and fellowship with other book lovers	☐	☐	☐	☐	☐
Opportunity to see items in the McCune Collection	☐	☐	☐	☐	☐
Supporting the local book-arts community	☐	☐	☐	☐	☐

To what extent does each of the following statements describe you?

I am an avid reader (e.g., literature, history).

- ☐ Does not describe me well
- ☐ Describes me slightly well
- ☐ Describes me somewhat well
- ☐ Describes me very well
- ☐ Describes me extremely well

I am an enthusiastic book collector (e.g., rare books, finely made books).

- ☐ Does not describe me well
- ☐ Describes me slightly well
- ☐ Describes me somewhat well
- ☐ Describes me very well
- ☐ Describes me extremely well

I am a life-long learner with boundless curiosity.

- ☐ Does not describe me well
- ☐ Describes me slightly well
- ☐ Describes me somewhat well
- ☐ Describes me very well
- ☐ Describes me extremely well

How important is supporting The McCune...

	Extremely important	Very important	Somewhat important	Not very important	Not at all important
for how you see yourself?	☒	☐	☐	☐	☐
for how you want to be seen by others?	☐	☐	☐	☐	☐
for how you enrich your daily life?	☐	☒	☐	☐	☐
for your interaction with others in the community?	☐	☐	☐	☐	☐

How likely is it that you would tell a person about The McCune if that person was...

	Certainly would not	Probably would not	May or may not	Probably would	Certainly would
a person you just met for the first time?	☐	☐	☐	☐	☐
a friend of a close friend?	☐	☐	☐	☐	☐
a friend of a family member?	☐	☐	☐	☐	☐
a new coworker?	☐	☐	☐	☐	☐
a person sitting next to you on an airplane?	☐	☐	☐	☐	☐

How many friends and other connections do you have among supporters of The McCune?

- ☐ None
- ☐ A few
- ☐ Several
- ☐ Many

How close are you with the people you know through The McCune?

- ☐ Not close at all
- ☐ Not very close
- ☐ Somewhat close
- ☐ Very close
- ☐ Extremely close

How much do you value your association with The McCune?

- ☐ Not at all
- ☐ A little
- ☐ Somewhat
- ☐ Very
- ☐ Extremely

How connected do you feel to The McCune?

- ☐ Not connected at all
- ☐ A little connected
- ☐ Somewhat connected
- ☐ Very connected
- ☐ Extremely connected

How important is the McCune Collection in the local book-arts community?

- ☐ Not at all important
- ☐ A little important
- ☐ Somewhat important
- ☐ Very important
- ☐ Extremely important

Do you think that the McCune Collection is a leader in the book-arts community?

- ☐ Yes
- ☐ No

Compared to The McCune's current role in the book-arts community, what do you think it should be?

- ☐ The McCune should play a lesser role in the book-arts community
- ☐ The role of The McCune in the book-arts community is about right
- ☐ The McCune should play a bigger role in the book-arts community

How educational are McCune events (e.g., activities, talks, exhibits)?

- ☐ Not at all educational
- ☐ Not very educational
- ☐ Somewhat educational
- ☐ Very educational
- ☐ Extremely educational

How entertaining are McCune events (e.g., activities, talks, exhibits)?

- ☐ Not at all entertaining
- ☒ Not very entertaining
- ☐ Somewhat entertaining
- ☐ Very entertaining
- ☐ Extremely entertaining

How useful are email communications from The McCune?

- ☐ Not at all useful
- ☐ Not very useful
- ☐ Somewhat useful
- ☐ Very useful
- ☐ Extremely useful

How timely are email communications from The McCune?

- ☐ Not at all timely
- ☐ Not very timely
- ☐ Somewhat timely
- ☐ Very timely
- ☐ Extremely timely

How informative is the McCune Collection website?

- ☐ Not at all informative
- ☐ Not very informative
- ☐ Somewhat informative
- ☐ Very informative
- ☐ Extremely informative

How helpful are McCune docents?

- ☐ Not at all helpful
- ☐ Not very helpful
- ☐ Somewhat helpful
- ☐ Very helpful
- ☐ Extremely helpful

How friendly are McCune docents?

- ☐ Not at all friendly
- ☐ Not very friendly
- ☐ Somewhat friendly
- ☐ Very friendly
- ☐ Extremely friendly

Would you be interested in serving as a volunteer to support McCune activities, programs or events?

- ☐ Yes
- ☐ No

Are you engaged in a book-related profession (e.g., bookseller, librarian, author or artist, bookmaker)?

- ☐ Yes
- ☐ No

How old are you?

- ☐ 18-34 years
- ☐ 35-49 years
- ☐ 50-64 years
- ☐ 65 years and older

What is the highest grade or level of school that you have completed?

- ☐ Less than high school
- ☐ High school graduate or GED
- ☐ Some college or 2-year degree
- ☐ 4-year college graduate
- ☐ Graduate or professional degree

Are you of Spanish, Hispanic, or Latino origin or descent?

- ☐ Yes
- ☐ No

What is your ethnic identity? Please choose any/all that apply.

- ☐ White
- ☐ Black or African American
- ☐ Native American or Alaska Native
- ☐ Native Hawaiian or Pacific Islander
- ☐ Asian / South East Asian
- ☐ Chinese
- ☐ Japanese
- ☐ Korean
- ☐ Indian subcontinent
- ☐ Some other ethnic background:

• How do you describe your gender identity? Please choose one or more.

- ☐ Female
- ☐ Male
- ☐ Transgender
- ☐ Non-binary
- ☐ Genderqueer
- ☐ In some other way:

Is there anything else you'd like to tell us about your connection with the McCune Collection?

Thank you for completing this survey. We appreciate your responses. The information from this survey will help us improve the quality of activities, programs and events at the McCune Collection.