

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday June 8, 2021 5:30 p.m.
Coalinga Branch Library – Program Room**

TRUSTEES PRESENT: Mr. Chavez, President; Mrs. Culbertson, Clerk; Mr. Campbell, Trustee

TRUSTEES ABSENT: Mr. Zubiri, Vice-President; Mrs. Zavala, Trustee

ADMINISTRATION PRESENT: Ms. Mary Leal, Director of Library Services; Ms. Jacqueline Collings, Administrative Assistant

I. OPEN SESSION/CALL TO ORDER

Call to Order: President Mr. Chavez called the meeting to order at 5:30 P.M.

Roll Call: Board members present: Francisco Chavez, Lisa Culbertson, and Roger Campbell

Pledge of Allegiance: Pledge of Allegiance lead by Mr. Chavez.

Approval of Agenda: Mrs. Culbertson moved to approve the agenda, with change of Closed Session coming before Action Items, seconded by Mr. Campbell.
Motion carried unanimously.

II. CONSENT AGENDA

- C-1 Approval April/May 2021 checks 16995 thru 17037 in the amount of \$140,740.34 of which payroll was \$90,773.94. Employee portion of payroll is \$13,829.68.
- C-2 Approval of minutes for Board Meeting held on April 20, 2021.

Mr. Chavez asked for a motion to approve. Mrs. Culbertson moved to approve the consent agenda, seconded by Mr. Campbell. Motion carried unanimously.

III. PUBLIC COMMENTS

No public Comments

IV. ACTION ITEMS

- A-1 2021-2022 Draft Budget – First Reading

Ms. Leal: Blue and grey highlighted areas are the ones that I have changed.

- Communications was raised to \$3,500.00 due to bills going up.
- Plant and Equip. Maintenance was raised to \$60,000.00 due to Maintenance and things getting fixed do to wear and tear.
- Rent/Leases were raised to \$5,000.00 due to new lease of a copier.
- Utilities were raised to \$60,000.00 due to some utilities going up.
- Services and Supplies increase of \$22,500.00.
- Salary and Benefits and Books and Materials both stayed the same.
- Over all the budget went up \$22,500.00 if there is anything you want me to change let me know again this is the first reading.
- Revenue Measure B carry over I lowered that \$25,000.00 even though we seem to be holding our own I am concerned for the rest of the year. We are holding steady, but I do want to take some precautions.

Mr. Chavez: Went to a meeting for another entity and they said the county numbers will be low.

Ms. Leal: Asked for questions about budget for next meeting changes.

Mr. Campbell: Has concerns about salary and benefits staying the same from one year to the next.

Ms. Leal: We are down two staff members that we are budgeted for. I would like to hire someone in the future, but that is why I kept it the same.

- A-2 Approval of CHLD 2021-2022 Board Meeting Schedule

Ms. Leal: We went by the School Board Meeting Schedule that was changed and we revised it on our end.

Mrs. Culbertson: Would like to know if Mr. Chavez wants more days in Huron.

Mr. Chavez: Yes, please.

Ms. Collings: Added May 24, 2022, asked Mr. Chavez if he wanted another day.

Mr. Chavez: No that is fine.

Mr. Chavez asked for a motion to approve with May 24, 2022 change. Mrs. Culbertson moved to approve the A-2, seconded by Mr. Campbell. Motion carried unanimously.

V. DIRECTOR'S UPDATE

- Summer Reading Program kick off on June 18, 2021 taking place at both libraries.
- June 18, 2021 both libraries will fully open to the public with an Ice Cream Social taking place at the Coalinga Library with lots of fun and games.
- Mr. Vosburg showed the board digital newspaper that is on our website and how to go about looking for certain events.
- Virtual Story Time & Adult Programs with staff you can find on our website to view.
- Mr. Vosburg secured a Copy Cat grant for \$10,500.00 for a Robot. We will be using it with our Coding Club because we can actually code the robot and it also integrates with

Google. With both of those programs we are going to be able to ask the robot questions and it will be able to answer you back.

- The library got 33 hot spots for free and they are on there way now. Patrons will be able to check those out as soon as everything is ready on our end.

VI. CLOSED SESSION

- CS-1 Personnel Matter-Director of Library Service Evaluation: Government Code 54957
- CS-2 Conference with Labor negotiator – Government Code # 54957.6 Employee Organization: Local 39, Stationary Engineers.

Mr. Chavez asked for a motion to approve. Mrs. Culbertson moved to approve Closed Session, seconded by Mr. Campbell. Motion carried unanimously.

Returned from Closed Session;

CS-1 Director of Library Services got a positive evaluation.

CS-2 Nothing to report.

VII. BOARD MEMBER REPORT

No Board Member reports.

VIII. ADJOURNMENT

Mr. Chavez asked for a motion to adjourn. Mrs. Culbertson moved, seconded by Mr. Campbell. Motion carried unanimously. Meeting was adjourned at 5:59 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, July 27, 2021 at 5:30 P.M. at the Huron Branch Library.