

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday March 7, 2023, 5:30 p.m.
Coalinga Library – Program Room**

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

TRUSTEES ABSENT: Mr. Diaz, Trustee

ADMINISTRATION PRESENT: Ms. Mary Leal, Director of Library Services; Mrs. 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: Lisa Culbertson, Francisco Chavez, Roger Campbell, and Tom Crawford

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

Approval of Agenda: Mr. Crawford moved to approve the agenda, seconded by Mrs. Culbertson. Motion carried unanimously.

II. CONSENT AGENDA

- C-1 Approval of February 2023 checks 17713 thru 17753 in the amount of \$118,746.13 of which payroll was \$46,011.04.
- C-2 Approval of minutes for Board meeting held of February 7, 2023.

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

III. PUBLIC COMMENTS

No public comments.

IV. ACTION ITEMS

- A-1 Approval of Board Policy 1002 – Board of Trustees – Legislative Functions
Second Reading

Ms. Leal: I would like to table it because I want to find out more about this one, it is a legislative function and I want to make sure it is correct.

Mr. Chavez: Remember that we are a Special District.

Ms. Leal: Correct, that is why I want to continue doing the research because I want to make sure I get it right.

- A-2 Approval of Board Policy 1004 – Board of Trustees – Number of members, Terms of Office

Ms. Leal: The red part at the bottom is what I would like to take out, the yellow part is what I changed. (Ms. Leal is reading the policy to the board.)

Mrs. Culbertson: I am glad you are taking the red part out; I do not know if the school district needs to be in there.

Mr. Chavez asked for a motion to approve waving the second reading. Mrs. Culbertson moved to approve action item two, seconded by Mr. Crawford. Motion carried unanimously.

- A-3 Approval of Board Policy 1005 – Board of Trustees – Election

Ms. Leal: I am proposing to take out “C” which is in the red. (Ms. Leal is reading the policy to the board.)

Mrs. Culbertson: Except it should be the library and not the school district.

Ms. Leal: I was not sure if I needed both.

Mrs. Culbertson: I see.

Ms. Leal: We do not do the runoff election. It would be done at the school board not here.

Mr. Campbell: We are talking about if there is a tie?

Ms. Leal: Correct, because I think that the school board would do that and not the library.

Mrs. Culbertson: Just add that the same trustees from the school board are the same as the library.

Mr. Chavez: Action item three will have a second reading.

- A-4 May 2023 Meeting Changed to May 9, 2023

Ms. Leal: We talked about it at the last meeting, but we didn’t actually vote on it. Our meeting was scheduled on the 23rd of May and Mrs. Collings, and I are headed to a training on that day. We wanted to move our meeting to the ninth to coincide with the school board meeting.

Mr. Chavez asked for a motion to approve. Mr. Campbell moved to approve A-4, seconded by Mr. Crawford. Motion carried unanimously.

V. DIRECTOR’S UPDATE

- Mrs. Collings and I are going to the Serving With a Purpose Workshop. We go when the topic pertains to our job duties and this year it is “Build to Last”.

VI. BOARD MEMBER REPORT



Mrs. Culbertson: Nothing to report.

Mr. Campbell: Nothing to report.

Mr. Crawford: Nothing to report.

Mr. Chavez: Nothing to report.

VII. ADJOURNMENT

Mr. Chavez asked for a motion to adjourn. Mr. Crawford moved, seconded by Mr. Campbell. Motion carried unanimously. Meeting was adjourned at 5:47 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, April 18, 2023 at 5:30 P.M. at the Coalinga Library Program Room.