

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday July 28, 2020 5:30 p.m.
Coalinga-Huron Unified School District – Board Chambers**

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

TRUSTEES ABSENT: Mrs. Zavala, Trustee

ADMINISTRATION PRESENT: Ms. Jacqueline Collings, Administrative Assistant

ADMINISTRATION ABSENT: Ms. Mary Leal, Director of Library Services

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, Ramon Zubiri, and Lisa Culbertson
Roger Campbell via teleconference

Pledge of Allegiance: No pledge of Allegiance.

Approval of Agenda: Mrs. Culbertson moved to approve the agenda, seconded by Mr. Zubiri.

Roll Call:
Mr. Chavez; Yes
Mr. Zubiri; Yes
Mrs. Culbertson; Yes
Mr. Campbell; Yes
Mrs. Zavala; Absent
Motion carried unanimously.

II. CONSENT AGENDA

- C-1 Approval of June 2020 checks 16719 thru 16743 in the amount of \$25,441.04 of which payroll was \$44,485.69 the employee paid portion is \$6,845.19
- C-2 Approval of minutes for the Board Meeting held on June 30, 2020.

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

Roll Call:

Mr. Chavez; Yes

Mr. Zubiri; Yes

Mrs. Culbertson; Yes

Mr. Campbell; Yes

Mrs. Zavala; Absent

Motion carried unanimously.

III. PUBLIC COMMENTS – OPEN AND CLOSED SESSION

- CS-1 Personnel Matter- Director of Library Services Evaluation: Government Code 54957

Tabled for the next Board Meeting.

IV. ACTION ITEMS

- A-1 2020-2021 Budget (Second Reading)

Ms. Collings: Budget stayed the same as presented the last time.

Mr. Chavez: Any comments or questions?

Mr. Chavez asked for a motion to approve. Mr. Zubiri moved to approve the A-1, seconded by Mrs. Culbertson. Motion carried unanimously.

Roll Call:

Mr. Chavez; Yes

Mr. Zubiri; Yes

Mrs. Culbertson; Yes

Mr. Campbell; Yes

Mrs. Zavala; Absent

Motion carried unanimously.

- A-2 Approval of Resolution 2020-2, Fresno County Parcel Tax

Ms. Collings read the resolution to the board.

Mr. Chavez asked for a motion to approve. Mr. Zubiri moved to approve the A-2, seconded by Mrs. Culbertson. Motion carried unanimously.

Roll Call:

Mr. Chavez; Yes

Mr. Zubiri; Yes

Mrs. Culbertson; Yes

Mr. Campbell; Yes

Mrs. Zavala; Absent

Motion carried unanimously.

- A-3 Approval of Resolution 2020-3, Monterey County Parcel Tax

Ms. Collings explains to the board what the document is for.

Mr. Chavez asked for a motion to approve. Mrs. Culbertson moved to approve the A-3, seconded by Mr. Zubiri. Motion carried unanimously.

Roll Call:

Mr. Chavez; Yes

Mr. Zubiri; Yes

Mrs. Culbertson; Yes

Mr. Campbell; Yes

Mrs. Zavala; Absent

Motion carried unanimously.

- A-4 Approval of Resolution 2020, San Benito County Parcel Tax

Ms. Collings explains to the board what the document is for.

Mr. Campbell points out a typo in document.

Mr. Chavez asked for a motion to approve with the correction. Mrs. Culbertson moved to approve the A-4, seconded by Mr. Zubiri. Motion carried unanimously.

Roll Call:

Mr. Chavez; Yes

Mr. Zubiri; Yes

Mrs. Culbertson; Yes

Mr. Campbell; Yes

Mrs. Zavala; Absent

Motion carried unanimously.

- A-5 Library Re-Opening Procedures

Mr. Chavez told the board that it is the same thing everyone got at the last meeting. Libraries are still closed to the Governor's order, but they are still doing Curbside Assistance until future notice.

Ms. Collings: Mr. Campbell did ask what money we were going to spend and the only money we are spending is for Salary and local utilities.

V. DIRECTOR'S UPDATE

- Curbside is going smooth
- We have been pulling books for other libraries we have pulled over 1,000 books.
- We are finishing up inventory.
- Nathan has been pushing Libby and other online resources we offer to the public.
- People may not be coming to the library, but we are getting lots of phone calls with questions and we have been helping them as best as we can.
- Mr. Chavez on withdrawals list; we have not been discarding anything because we are doing inventory after we do inventory it will tell us what we are missing. Mr. Chavez just make sure when you do discard anything to put the reason why we are discarding the item.

VI. BOARD MEMBER REPORT

Mr. Campbell nothing to report

Mrs. Culbertson nothing to report

Mr. Zubiri Prayers for Directors son

Mr. Chavez is very appreciative for employees working and hopefully we can get out of this and we can reopen the libraries and thank them for their service.

VII. ADJOURNMENT

Mr. Chavez asked for a motion to adjourn. So moved by Mrs. Culbertson, seconded by Mr. Zubiri. Motion carried unanimously. Meeting was adjourned at 5:58 P.M.

Roll Call:

Mr. Chavez; Yes

Mr. Zubiri; Yes

Mrs. Culbertson; Yes

Mr. Campbell; Yes

Mrs. Zavala; Absent

Motion carried unanimously.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, August 11, 2020 at 5:30 P.M. at the Coalinga Library Program Room.