

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday November 17, 2020 5:30 p.m.
Coalinga-Huron Unified School District – Board Chambers**

TRUSTEES PRESENT: Mr. Chavez, President; Mr. Zubiri, Vice-President; Mrs. Culbertson, Clerk; Mrs. Zavala, Trustee; Mr. Campbell, 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, Ramon Zubiri, and Lisa Culbertson
Via Telephone; Roger Campbell and Maria Zavala

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

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

Roll Call:
Mrs. Culbertson; Yes
Mr. Zubiri; Yes
Mr. Chavez; Yes
Mr. Campbell; Yes
Mrs. Zavala; Yes

II. CONSENT AGENDA

- C-1 Approval September/October 2020 checks 16796 thru 16857 in the amount of \$169,757.17 of which payroll was \$91,569.47. Employee portion of payroll is \$14,198.19.
- C-2 Approval of minutes for Board Meeting held of September 15, 2020.
- C-3 Approval of withdraw list.

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:
Mrs. Culbertson; Yes

Mr. Zubiri; Yes
Mr. Chavez; Yes
Mr. Campbell; Yes
Mrs. Zavala; Yes

III. PUBLIC COMMENTS – OPEN AND CLOSED SESSION

Nathan Vosburg: Employee of the library would like to thank the board for doing what they do. All employees are keeping themselves busy with daily tasks. We would like to continue to operate our daily routine as we have been doing.

Freddy De La Paz: He is an employee at California Health Collaborative with Fresno County working out of Coalinga. He would like to work alongside with the library specifically with the youth.

CLOSE SESSION

- CS-1 Conference with Labor Negotiator – Government Code #54957.6
Employee Organization: Local 39, Stationary Engineers.
- CS-2 Personnel Matter Government Code 54957

Went into Closed Session at 5:38 PM

Returned from Closed Session at 6:16 PM

Nothing to report.

IV. ACTION ITEMS

- A-1 Library Re-Opening Procedure

Tabled due to going back into the purple.

- A-2 Approval of Resolution 2020 #5 – Annual Organizational Meeting
December 15, 2020

Ms. Leal: Read document 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:

Mrs. Culbertson; Yes
Mr. Zubiri; Yes
Mr. Chavez; Yes
Mr. Campbell; Yes
Mrs. Zavala; Yes

V. DISCUSSION ITEM

- D-1 2019/2020 Audit

Ms. Leal: We are past the amount of years that someone is allowed to do the audit. It also stipulates if you can't find another auditor we may use the same auditor. Marc Scott is supposed to get back to me with other auditor information, but he has not gotten back to me yet. I don't know if you would like to have Mr. Sanborn do the audit again this year. I believe this would be the second year that he has done it because we have not found a new auditor, but again there is a stipulation stating we may use the same auditor if we cannot find another.

Mr. Chavez: I think since we are so far along this year we should just let Mr. Sanborn do it this year, but let's start looking for another auditor for the next fiscal year.

VI. DIRECTOR'S REPORT

Ms. Leal: The staff has been busy. We have been weeding and we have been working on the inventory as well. Everyone is staying busy and thank you for letting us work and keeping our jobs and following along with the Covid-19 recommendation.

VII. BOARD MEMBERS REPORT

Mrs. Zavala: Nothing to report

Mr. Campbell: Nothing to report

Mrs. Culbertson: Nothing to report

Mr. Zubiri: One of our benefits to being a small organization as part of our library not to be compared to the school district because of all the employees we have. We have some really good employees here in Coalinga and in Huron it gives me a measure of wellbeing knowing that we have employees that are conscientious and give us the best that they can.

Mr. Chavez: I will echo Mr. Zubiri's comment as well.

VIII. ADJOURNMENT

Mr. Chavez asked for a motion to adjourn. So moved by Mr. Zubiri, seconded by Mrs. Culbertson.

Roll Call:

Mrs. Culbertson; Yes

Mr. Zubiri; Yes

Mr. Chavez; Yes

Mr. Campbell; Yes

Mrs. Zavala; Yes

Motion carried unanimously. Meeting was adjourned at 6:25 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, December 15, 2020 at 5:30 P.M. at the Coalinga Library Program Room.