

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

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

**TRUSTEES ABSENT:** Mr. Diaz, Trustee

**ADMINISTRATION PRESENT:** Ms. Mary Leal, Director of Library Services

**ADMINISTRATION PRESENT:** 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, and Tom Crawford

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

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

**II. CONSENT AGENDA**

- C-1 Approval of April 2023 checks 17782 thru 17818 in the amount of \$96,197.55 of which payroll was \$45,983.55.
- C-2 Approval of minutes for Board Meeting held on April 18, 2023.

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

**III. PUBLIC COMMENTS**

No public comments

#### IV. CLOSED SESSION

- CS-1 Conference with Real Property Negotiators (Pursuant to Government Code §54956.8) Property Agency negotiator DLS M. Leal

Went into closed session at 5:33 PM

Back from closed session at 5:37 PM with nothing to report.

#### V. ACTION ITEMS

- A-1 Approval of CHLD 2023 – 2024 Budget – First Reading

**Ms. Leal:** The process I use to generate the budget is that I get a general ledger for the months so far. I divide it by those months, and then multiple it by twelve to get the year's figure.

In front of you are two budgets. The current budget and the new proposed one. There are a few changes. The first one is now the salary and benefits are over \$1,000,000.00. I have increased the items in services and supplies. The current year has been the fix it year. Fixing items that are in need of maintenance. The 2023.2024 year will continue with that trend. I will be looking at roof maintenance and there is a HVAC unit that is getting old. With that being said, I have increased the capital outlay budget. That will help facilitate getting items fixed.

Measure B has done well this year, and we have money that has carried over. I will be speaking with the staff to get their ideas on future construction projects.

**Ms. Culbertson:** Could you explain the Measure B carry over and how that is different than the Sales Tax/Measure B amount.

**Ms. Leal:** The carry over amount is funds that have been saved and not used. The other amount is what has been accumulated the 2022.2023 year. Its like a saving account that can be drawn from. (A document from Fresno County Finance Services was shared to help answer the question).

**Ms. Culbertson:** Are the Webb Funds in the reserves?

**Ms. Leal:** No, I will add that for the next meeting. There also seems to be some missing zeros in the Measure B carry over. I will fix that as well.

#### DIRECTOR'S UPDATE

We have been busy. Attendance has picked up, especially after school. We are also finalizing the Summer Reading Program.

#### BOARD MEMBER REPORT

None

#### ADJOURNMENT