

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday, June 12, 2018 5:30 p.m.
Coalinga Library Program Room**

TRUSTEES PRESENT: Mr. Chavez, President; Mr. Albrecht, Vice-President; Mrs. Zavala, Clerk; Mrs. Culbertson, Trustee

TRUSTEES ABSENT: 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: Roll Call was taken as follows

Pledge of Allegiance: President Mr. Chavez led the Pledge of Allegiance.

Approval of Agenda: Mr. Chavez asked if Closed Session can be moved to the beginning of the agenda. Mrs. Culbertson moved to approve the agenda with change, seconded by Mr. Albrecht. Motion Carried unanimously.

II. PUBLIC COMMENTS – Open and Closed Session

No comments from the public.

CLOSED SESSION

- CS-1 Conference with Labor Negotiator – Gov. Code #54957.6 Districts Designated Representative Mary Leal/Jay Rosenlieb.
- CS-2 Conference – Significant exposure to litigation pursuant to Government Code Section 54956.9(d)
- CS-3 Conference with Labor Negotiator Agency Designated Representatives: Mary Leal. Unrepresented employee: Administrative Assistant
- CS-4 Evaluation – Director of Library Services

REPORT FROM CLOSED SESSION

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CS-1 Agreed to hearing for grievance on June 19, 2018 at the Huron Library at 5:30 PM.

CS-2 Nothing to Report

CS-3 Tabled for the next Board Meeting

CS-4 Positive Evaluation

III. CONSENT AGENDA

- C-1 Approval of April 2018 Checks 015706 thru 015752 in the amount of \$94,307.07 of which payroll was \$41,700.79, and the amount of the Huron Addition is \$2,706.60.
- C-2 Approval of minutes for Board Meeting held on May 8, 2018.

No questions or comments Mr. Chavez asked for a motion to approve. Mr. Albrecht moved to approve the consent agenda, seconded by Mrs. Culbertson. Motion carried unanimously.

IV. ACTION ITEMS

- A-1 Association of Rural and Small Libraries Conference on 9-13-18 thru 9-15-18 in Springfield, Illinois.

Ms. Leal was awarded a scholarship to attend the ARSL conference in October; she may need an extra day for travel. Ms. Leal is asking permission from the board to be able to go. Ms. Leal is asking to leave from September 12 – 15.

No questions or comments Mr. Chavez asked for a motion to approve. Mr. Albrecht moved to allow Ms. Leal to attend the conference, seconded by Mrs. Culbertson. Motion carried unanimously.

- A-2 Discussion and appropriate action regarding salary schedule for Administrative Assistant.

This item has been tabled.

V. DIRECTOR'S UPDATE

- Huron Project: Mr. Chavez explained about the three options we have concerning more water needed for fire safety. New law states we need to put in sprinklers, but we would also need to put them in the old library. Fire Marshal gave us three options; put a dividing wall with fire retardant, put a 2,500 gallon tank with a pump, and City of Huron only has an 8" line throughout the city. On Palmer St. which is right on the side of the library they are putting a new line and a new fire hydrant right next to the library, but that will still not be enough pressure for both buildings. We need to have at least 2,500 PSI and the line is only giving us 1,100 right now. Sprinkler System is what we are going with. Cost for both buildings will be \$55k we have more than enough money in Measure B to cover this.

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- Huron Bathrooms sewer line is deteriorated and will be replaced during new renovation it will cost \$18k.
- Starting Summer Reading and Lunches on Monday.

VI. BOARD MEMBER REPORT

Mr. Albrecht: Nothing to report.

Mrs. Culbertson: Nothing to report.

Mr. Chavez: Nothing to report.

VII. ADJOURNMENT

Mr. Chavez asked for a motion to adjourn. Mr. Albrecht moved, seconded by Mrs. Zavala. Motion carried unanimously. Meeting was adjourned at 6:26 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, July 24, 2018 at 5:30 P.M. at the Huron Branch Library.