

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF TRUSTEES OF THE  
COALINGA-HURON LIBRARY DISTRICT  
Tuesday September 15, 2020 5:30 p.m.  
Coalinga-Huron Unified School District – Board Chambers**

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

**TRUSTEES ABSENT:** Mrs. Zavala, Trustee; Mr. Campbell, Trustee

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

**ADMINISTRATION ABSENT:** 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

Pledge of Allegiance: No pledge of Allegiance.

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

**II. CONSENT AGENDA**

- C-1 Approval July/August 2020 checks 16720 thru 16779 in the amount of \$35,337.78 of which payroll was \$90,945.56
- C-2 Approval of minutes for Board Meeting held on June 30, 2020

**Ms. Leal:** Needs to change C-1 because I need to add the payroll to \$35,337.78 for it to be correct.

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

**III. PUBLIC COMMENTS – OPEN AND CLOSED SESSION**

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

Director got a good evaluation report.

**IV. ACTION ITEM**

- A-1 Library Re-Opening Procedure

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**Ms. Leal:** Still don't feel it is a good time to open to the public.

**Mrs. Culbertson:** Do you think there are things for them to do if we are not open?

**Ms. Leal:** Yes, I have been telling the employees that if they want to take time off for them to do it now, but yes there is plenty for them to do. I will start writing the policies that need to get updated. Curbside has been going well we have been getting nine or more crates every week, which means people are sending us materials and people have been requesting items from other libraries. No library in SJVLS have opened, they have only been doing curbside as well. Kings County has not even opened up curbside yet.

**Mr. Chavez:** That's because they have had a lot of cases in the prison.

**Mrs. Culbertson:** It may look like things are getting better, but they are not.

### V. DIRECTOR'S REPORT

- Health Insurance is going up \$19.00 a month starting October 1<sup>st</sup> for employee only, for employee and one \$33.00, and for employee and family it is going up \$40.00 a month.
- Union negotiations will start in November; Marina has retired so there is a new union rep.

### VI. BOARD MEMBER REPORT

**Mr. Zubiri:** Good job to the Director of Library Services.

**Mrs. Culbertson:** Covid-19 is the devil! Thank you and your staff for all that you are doing.

**Mr. Chavez:** I'm not too happy that we are not open because the need is there in both communities. I came to Coalinga and I saw a lot of kids sitting outside using the Wi-Fi and same thing is going on in Huron. I know the need is there, but we have to wait until it is safe and the county allows us to open. I know the City of Huron will let us open with 40% capacity, but I don't want to risk it right now. We are providing the curbside service and the employees are busy and that is all I care about.

**Mrs. Zavala:** Absent

**Mr. Campbell:** Absent

### 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 5:49 P.M.

**DATE OF THE NEXT REGULAR MEETING:** The next regular Board Meeting is Tuesday, October 13, 2020 at 5:30 P.M. at the Coalinga Library Program Room.