

21 West Nicolet Street
Banning, CA 92220
951.849.3192 tel.
951.849.6355 fax
www.banninglibrarydistrict.org

AGENDA

REGULAR MEETING OF THE BOARD OF TRUSTEES
Conference Room
April 3, 2019
5:00 p.m.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the administration office at (951) 849-3192. Notification 72 hours prior to the meeting will enable the library to make reasonable arrangements to ensure accessibility to this meeting.

1. **Open Session/Call to order**— 5:00 p.m.
2. **Pledge of Allegiance**— Kathy Little, Board President
3. **Roll Call/Establishment of Quorum**
4. **Community Comment**

4.1 Report from the Friends of the Banning Library *Verbal*

PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD—A five-minute limitation shall apply to each member of the public who wishes to address the Library Trustees on any matter under the subject jurisdiction of the Trustees. A thirty-minute limit is placed on this section. No member of the public shall be permitted to “Share” his or her five minutes with any other member of the public. (Usually, any items received under this heading are referred to staff for future study, or research, completion and or future action by the trustees.)

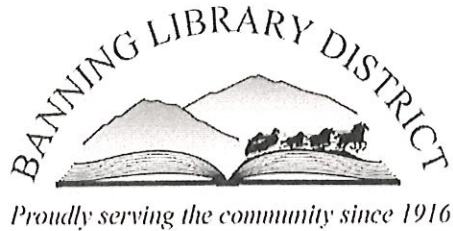
5. **Consent Calendar**

Items on the Consent Calendar are not discussed individually but are approved as a group with a single motion. The President may remove an item from the Consent Calendar for separate discussion upon request by a Trustee or member of the public wishing to speak on a specific item on the Consent Calendar. If an item is pulled, it shall be considered after the remaining items on the Consent Calendar items are voted upon.

- 5.1 Adopt minutes of the Special Board Meeting: January 9, 2019 *Attached*
- 5.2 Adopt minutes of the Special Board Meeting: February 20, 2019 *Attached*
- 5.3 Adopt minutes of the Regular Board Meeting: March 6, 2019 *Attached*

- 5.4 Adopt minutes of the Special Board Meeting: March 20, 2019 *Attached*
- 5.5 Recommendation to accept the Lunch at the Library grant of \$2,500 *Exhibit 5.5*
- 6. Discussion/Action**
- 6.1 First Reading: Recommendation to approve Budget Plan for FY 2019-2020 *Exhibit 6.1*
- 6.2 Recommendation to discuss and approve \$10,183 for Commercial Package Property & General Liability; and \$1,590 for Directors & Officers Liability *Exhibit 6.2*
- 6.3 First Reading: Job Description for Library Administrator, Creation of Policy No. 2015 after Second Reading *Exhibit 6.3*
- 6.4 First Reading: Job Description for Historian, Creation of Policy No. 2067 after Second Reading *Exhibit 6.4*
- 6.5 First Reading: Development of a Fee for Rental of Library Space(s) by for Profit, Non-profit Organizations and Private Individuals *Exhibit 6.5*
- 6.6 Discussion: Install a Flagpole in front of the Library *Exhibit 6.6*
- 6.7 Appointment of Interim Director and Setting Differential Compensation *Exhibit 6.7*
- 6.8 Discussion of October 10, 2019 Special Meeting minute *Verbal*
- 7. Interim Director's Report**

The Library Administration is encouraged to report on items of information to the Board, as well as provide information about conferences or meetings they have attended. Other items, which may be added to the agenda of a future meeting, may be presented at this time but cannot be commented upon or discussed at this meeting. (Reference: *The Ralph M. Brown Act*)



21 West Nicolet Street
Banning, CA 92220
951.849.3192 tel.
951.849.6355 fax
www.banninglibrarydistrict.org

8. Board Member Comments

Board members are encouraged to report on items of information not requiring comment or discussion to the entire body at this time. (*Reference: The Ralph M. Brown Act*)

9. Last Minute Action Items

The Board may discuss an item, which was not previously placed on the agenda when the Board determines that there is a need for immediate action which cannot reasonably wait for the next regularly scheduled meeting. The determination must be made by two-thirds of the total Board or, if two-thirds of the Board is not present, by a unanimous vote of those remaining. (*Reference: The Ralph M. Brown Act*)

10. Pending Items for Next Meeting

- Development of Emergency/Disaster Evacuation Plan
- Discussion of CIPA and E-Rate funding
- Proposal for Roofing Project
- Hiring of a Librarian, Library Assistant, and Historian
- ~~Development of a Fee for Rental of Library Space(s) by for Profit Organizations and Private Individuals~~
- ~~Maximum Occupant Load/Capacity Signs Posted~~
- ~~CA Equal Restroom Access Act for restrooms~~
- ~~Asphalt and Paving Construction on Northside of Library Entrance~~

11. Next Regular Board Meeting

May 1, 2019

12. Adjournment