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AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES
February 12, 2020 | 5:00 p.m. | Conference Room

Americans with Disabilities Act Compliance: If you need special assistance to participate in this meeting, please contact the administration office at (951) 849-3192 at least 72 hours prior to the meeting.

Public Requests for Documents: The District provides a public inspection copy of all materials included in the agenda packet distributed to the Board members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to the Administration who will arrange for the documents to be copied at a charge of 10¢ per page. Request forms are available at the District Administration offices.

1. **Call to Order, Pledge of Allegiance, Roll Call**

2. **Adoption of Agenda**

3. **Public Comment**

Individuals may address the Board regarding any item of Library District business on or not on the agenda. Comments are limited to 5 minutes per person. While all comments are welcome, the Brown Act does not allow the Board to take action on any item not on the agenda. Please complete the "Request to Address the Board" card by filling out your name and the specific item you wish to address.

4. **Closed Session**

4.1 Public Employee Performance Evaluation – District Director
Pursuant to Government Code Section 54957

4.2 Conference with Labor Negotiators (Government Code Section 54957.6)
Unrepresented Employee: District Director
Agency Designated Representative: Kathy Little, Board President

5. **Consent Calendar**

The Consent Calendar adopting the Recommended Board Action will be enacted with one vote. The Board President will first ask the staff and the Board if there is anyone who wishes to remove an item from the Consent Calendar for discussion and consideration. The matters removed from the Consent Calendar will be considered individually at the end of the Consent Calendar agenda under "Items Removed from the Consent Calendar". The entire remaining Consent Calendar is then voted upon by a roll call under one motion.

Recommended Action: The Board of Trustees hereby approves the items below:

- 5.1 Minutes of the Regular Board meeting—January 8, 2019
- 5.2 Accept \$500 donation from Friends of Banning Library for Oral History Project Equipment

6. **Consideration of Items Removed from the Consent Calendar**
Items removed from the Consent Calendar will be discussed individually at this time.
7. **Friends of Banning Library Report**
8. **Finance Report**
9. **District 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)
10. **Personnel**
Arrivals/Separations/Resignations - None.
11. **Board of Trustees Training/Conference**
 - 11.1 Sexual Harassment Training (Webinar self-pace) – Required
 - 11.2 Ethics AB 1234 Compliance Training 2020 (Webinar on demand) – Self Register
 - 11.3 Intro to Special District Finance for Board Members (Webinar on 2/18/2020)
12. **Board Reports and 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)
 - 12.1 President's Report
 - 12.2 Trustees' Reports
13. **Unfinished Business**
 - 13.1 Retention Schedule and Policy Update
 - 13.2 Facility Improvement and Renovation Discussion Update
14. **New Business**
 - 14.1 Adoption of Bylaws
 - 14.2 Election of New Board of Trustees Officers
 - 14.3 Mid-year Budget Adjustments
 - 14.4 Amendments to Policy No. 5010 Employee Status
 - 14.5 Amendments to Policy No. 5110 Holidays
 - 14.6 Amendments to Policy No. 5125 Sick Leave
 - 14.7 Amendments to Policy No. 5120 Vacation Leave
15. **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)
16. **Agenda Items for Future Agendas**
This is an opportunity for Board members to request that items be placed on future agendas.

17. **Next Regular Board Meeting**
March 11, 2020

18. **Adjournment**