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MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
MARCH 11, 2020 | 5:00 P.M. | Conference Room

**CALL TO ORDER,
PLEDGE OF
ALLEGIANCE, ROLL
CALL**

President Little Called to Regular Meeting of the Banning Library District Board of Trustees to order on March 11, 2020 at 5:02 p.m.

Members Present: President Kathy Little, Trustee Wemida Ajigbotafe, Trustee, Melanie Lara, and Trustee Loretta Cousar.

Members Absent: Secretary Alejandro Geronimo

Staff Present: Kevin Lee, District Director; Fernando Morales, Circulation Manager and Christian Tzintzun, Library Assistant.

Guests: Linda Page.

CONSENT CALENDAR

It was moved by Trustee Lara and seconded by Trustee Cousar to approve Agenda items 4.1 as recommended with the added item. A roll call was taken:

AYES: Little, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Geronimo.

ADOPTION OF AGENDA

Director Lee notified the board that he was adding Exhibit 14.1 Agreement with Employers for Worker's Compensation and Employers Liability Insurance.

PUBLIC COMMENT

None.

**CONSIDERATION OF
ITEMS REMOVED FROM
THE CONSENT
CALENDAR**

None.

**FRIENDS OF THE
BANNING LIBRARY
REPORT**

Friends of the Banning Library treasurer, Linda Page gave a report on FOBL's activities last month and ongoing programs. The annual essay contest is starting and plan to announce the winners during Library Week on April 22. During Library week Pat Murkland is scheduled to give a presentation on the first book added to the Banning Library catalog. The new logo for

the FOBL is almost done. The books donated will no longer be sold to Thrift Books and instead be sold to Thrift Global. Page asked the Board of Trustees to add an item to the next Board Meeting to determine if a storage shed can be bought.

FINANCE REPORT

Director Lee gave the finance report to the Board of Trustees.

DISTRICT DIRECTOR'S REPORT

Director Lee announced to the Board that he filled the open job positions. The Library has three (3) candidates signed up for the high School Online program and will interview the candidates next Wednesday. An event is being organized for the Elks grant and Director Lee encouraged the Board to attend when a date is determined. The outreach to Hemerling Elementary was canceled because the event was canceled, but Christian Tzintzun did participate at the Family Reading Night at Central Elementary. Tomorrow Director Lee will attend the Budgeting training for Special District at Chino. Director Lee tried to register himself and Fernando Morales to the Space Planning Reinventing Your Library Space event because the registration date was removed. Supervisory Skills for the Public Sector in Montclair, Online ADA Compliance and Transparency Requirements webinar, Special Districts Leadership Academy in San Diego, and Serving With Purpose in Ontario. There is graffiti outside the children's room wall Director Lee and Fernando Morales will fix it once the rain goes away. The key to one of the public restrooms was stolen and plans are to modify the locks with new ones that no longer require keys. To redesign the Library District website three (3) bids are out and they are working on designs, once done, Director Lee will bring them before the Board for approval. During the history report President Little recommended that the Library coordinate with Dorothy Ramon for an event.

PERSONNEL

None.

BOARD OF TRUSTEES TRAINING/CONFERENCE

President Little stated that she would like to attend the 2020 Special Districts Leadership Academy from April 16 to April 22. Trustee Cousar would also like to attend, but does not know if she can. (Item 10.3)

BOARD REPORTS AND COMMENTS

President Little attended the Friends of the Banning Library meeting and gave a presentation last month to a group of professional women.

UNFINISHED BUSINESS

The staff is still working on the Retention Schedule and Policy. (Item 12.1)

Director Lee is still working on the Facility Improvement and Renovation. (Item 12.2)

It was moved by Trustee Ajigbotafe and seconded by Trustee Cousar to approve the Amendments to Policy No. 5110 Holidays. (Item 12.3)

AYES: Little, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Geronimo.

NEW BUSINESS

A motion was made by Trustee Cousar and seconded by Trustee Ajigbotafe to come to an Agreement with James Marta & Co. for the Audit of the financial statements for the fiscal year ending June 30, 2020. (Item 13.1)

AYES: Little, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Geronimo.

A motion was made by Trustee Cousar and seconded by Trustee Ajigbotafe to approve the Agreement with Califa for the Provision, Installation, and Maintenance of Advanced Network (Data) Services. (Item 13.2)

AYES: Little, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Geronimo.

It was moved by Trustee Cousar and seconded by Trustee Ajigbotafe to approve \$3,200 for removal of rocks and landscape work in he removed rock area. (Item 13.3)

AYES: Little, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Geronimo.

LAST MINUTE AGENDA ITEMS

Trustee Lara made a motion and seconded by Trustee Cousar to approve the Agreement with Employers for Worker's Compensation and Employers Liability Insurance. (Item 14.1)

AYES: Little, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Geronimo.

