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MINUTES

REGULAR MEETING OF THE BOARD OF TRUSTEES

October 14, 2020 | 5:00 P.M. | Teen Room (Zoom Virtual Meeting)

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

President Little called the Regular Meeting of the Banning Library District Board of Trustees to order on October 14, 2020 at 5:03 p.m.

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

Members Absent: None.

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

Guests: David Becker (via Zoom).

ADOPTION OF AGENDA

It was moved by Trustee Cousar and seconded by Ajigbotafe Cousar to adopt the agenda.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: None.

PUBLIC COMMENT

None.

CONSENT CALENDAR

It was moved by Trustee Ajigbotafe and seconded by Trustee Cousar to approve all items on the consent calendar.

AYES: Little, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Geronimo.

CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

AUDIT REPORT AND PRESENTATION

David Becker from James Marta & Company gave a presentation on the audit over Zoom. Becker highlighted some of the findings. There were no material weaknesses or internal control issues found.

FINANCE REPORT

Secretary Geronimo asked if the percentage of the budget for the given month or quarter could be added for each item on the following financial reports. Lee said he will ask the accountant to add it on the next month.

DISTRICT DIRECTOR'S REPORT

Director Lee presented a written report. The library won a grant to offer VetNow and JobNow subscriptions through Brainfuse as well as a fall Lunch at the Library grant and will be planning some pop-up programming events. The Library will also be participating in the Trip and Treat event hosted by the City of Banning on October 30.

**BOARD REPORTS AND COMMENTS
UNFINISHED BUSINESS**

None.

10.1 Creation of Policy No. 5036 Code of Safe Policies.

It was moved by Trustee Ajigbotafe and seconded by Trustee Lara to approve and adopt Policy No. 5036.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: None.

NEW BUSINESS

11.1 Discussion/Action: Reschedule November's Regular Board Meeting.

The second Wednesday of November is Veteran's Day and the library is closed on that holiday. The Board agreed to move the meeting date of the next Regular Meeting to the following Wednesday on November 18.

11.2 Classification Study Final Reports and Recommendations.

It was moved by Secretary Geronimo and seconded by Trustee Cousar to adopt and approve the tittle changes, reclassifications, and updated job descriptions as presented by Koff and Associates.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: None.

11.3 Amendments to Policy No. 5150 Illness and Injury Prevention Program.

It was moved by Trustee Ajigbotafe and seconded by Trustee Cousar to approve and adopt the amendments to Policy No. 5150.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: None.

11.4 Amendments to Policy No. 5230 Unlawful Harassment.

It was moved by Trustee Lara and seconded by Secretary Geronimo to approve and adopt the amendments to Policy No. 5230.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: None.

11.5 Amendments to Policy No. 5350 Letters of Recommendation.

It was moved by Secretary Geronimo and seconded by Trustee Cousar to approve and adopt the amendments to Policy No. 5350

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: None.

11.6 Discussion/Action: Elimination of Library Late Fees.

It was moved by Trustee Cousar and seconded by Trustee Lara to approve the elimination of library late fees for all past and current patrons.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: None.

11.7 Authorize the District Director to enter into an Agreement with a carpet company in the amount not to exceed \$16,788.00.

It was moved by Secretary Geronimo and seconded by Trustee Cousar to Authorize the District Director to enter into an Agreement with whichever carpet company in the amount not to exceed \$16,788.00.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: None.

11.8 Discussion/Action LAFCO Sphere of Influence Approval.

It was moved by Trustee Lara and seconded by Trustee Cousar to approve and adopt Annexation 18-1001 for a proposed annexation of two parcels totaling 38 acres in unincorporated Riverside County previously within the Morongo Band of Mission Indians Reservation. President Little called for a roll call vote.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: None.

LAST MINUTE AGENDA ITEMS None.
AGENDA ITEMS FOR FUTURE AGENDAS None.
NEXT REGULAR BOARD MEETING November 18, 2020 at 5:00 p.m.
ADJOURNMENT Adjourned at 5:48 p.m.

The foregoing minutes are approved by the Board of Trustees on November 18, 2020.

Christian Tzintzun
Prepared by: Christian Tzintzun, Library Technician

Alex Geronimo
Alex Geronimo, Board Secretary