



Board of Trustees
Kathy Little — President
Alex Geronimo — Vice President
Melanie Lara — Secretary
Jana Brassfield — Trustee
Loretta Cousar — Trustee

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 8, 2021 | 5:00 P.M. | Non-fiction Room

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

Chair Geronimo called the Regular Meeting of the Banning Library District Board of Trustees to order on September 8, 2021 at 5:04 p.m.

Members Present: Vice President Alejandro Geronimo, Secretary Melanie Lara, and Trustee Loretta Cousar.

Members Absent: President Kathy Little, Trustee Jana Brassfield.

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

Guests: Linda Page, Linda and Parker Braverman.

ADOPTION OF AGENDA

Lee submitted attachments to Items 8, 11.5 and 11.1. A motion was made by Lara and seconded by Cousar to adopt the agenda for the September 8, 2021 Regular Meeting with the attachments.

AYES: Geronimo, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Little, Brassfield.

PUBLIC COMMENT

None.

CONSENT CALENDAR

Lee corrected item number 4.2 to 4.1 for the Minutes of the Regular Board Meeting – August 11, 2021 because they were misnumbered. A motion was made by Cousar and seconded by Geronimo to approve the Minutes of the August 11, 2021 Regular Meeting with the correction.

AYES: Geronimo, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Little, Brassfield.

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

None.

**FRIENDS OF THE
BANNING LIBRARY
REPORT**

Linda Page, FOBL Treasurer, gave a report on FOBL's activities. FOBL sold books at the Banning mini Comic-Con and made \$370 in sales. They plan on making specialty-book sales in the future. Historian Ramos and FOBL have been working on the Oral History Project and the first episode on the Fox Theater is finished and up on YouTube.

FINANCE REPORT

A written report was presented. The presented finance report covers the new fiscal year.

**DISTRICT DIRECTOR'S
REPORT**

The City Council will be giving an award to the Banning Library District Staff and Board Members. Library staff would like to have activities with food and/or give out food. The Board allowed no food activities and refreshments last year due to COVID. The Board agreed to allow food if the food is prepackaged or in prepared kits. Lee is working on moving the website domain from a .org to a .gov. The high speed internet is now done and running.

**BOARD REPORTS AND
COMMENTS**

9.1 Dragonfly Gala 2021.

Geronimo said he and his family had a great time at the Dragonfly Gala and would like to return next year.

UNFINISHED BUSINESS

10.1 Amendments to Policy No. 6030 Mobile Hotspot Lending Policy.

A motion was made by Cousar and seconded by Lara to approve and adopt the Amendments to Policy No. 6030.

AYES: Geronimo, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Little, Brassfield.

NEW BUSINESS

11.1 Furniture Renovation Proposal and Presentation by Yamada Enterprises for Front Lobby, Non-Fiction, Fiction, Computer, Audiobook, Mystery, Conference, Staff Hallway, and Back Office Areas.

Linda and Parker Braverman from Yamada Enterprises presented their proposal to the Board.

The Board went on recess starting at 6:33 p.m.

The Board resumed the meeting at 6:50 p.m.

Geronimo asked if the Board could have a breakdown of the item costs and Cousar asked for a breakdown of the signage costs. Lee said he would email them to the Board once Yamada provides him with the breakdowns. The Board decided to direct the Director to attempt to find two more vendors.

11.2 Authorize the Director to Enter into Either a Lease Agreement with Burtronics Business Systems for Lanier IM C400F Printer in the Amount not to Exceed \$13,000 for a 63-Month Term or Purchase Current Equipment and Maintenance Contract in the Amount not to Exceed \$10,000.

A motion was made by Cousar and seconded by Lara to authorize the Director to Enter into a Lease Agreement with Burtronics Business Systems.

AYES: Geronimo, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Little, Brassfield.

11.3 Mask Requirement Update.

Lee recommended to the Board to keep the mask requirement. The Board agreed.

11.4 Cabazon Outlets 14th Annual Shopping Extravaganza Event to Support Local Charity.

Cousar, Geronimo and Lara would like to attend the event. The Banning Library District will pay for the Board member's tickets.

11.5 Authorize the Director to Enter into an Agreement with E.P. Electrical for Demolition of Pony Walls and Redirect Computer Cable and Wires in the Amount no to Exceed \$4,000.

A motion was made by Cousar and second by Lara to table Item 11.5 until further notice.

AYES: Geronimo, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Little, Brassfield.

LAST MINUTE AGENDA ITEMS

None.

AGENDA ITEMS FOR FUTURE AGENDAS

None.

NEXT REGULAR BOARD MEETING

October 13, 2021

ADJOURNMENT

Adjourned at 7:41 p.m.

Prepared by:

Christian Tzintzun
Christian Tzintzun, Library Technician

The foregoing minutes are approved by the Board of Trustees on October 13, 2021.

Melanie Lara
Melanie Lara, Board Secretary

Kathy Little
Kathy Little, Board President