



21 West Nicolet Street • Banning, CA 92220 | 951.849.3192 | 951.849.6355 fax | [www.BanningLibraryDistrict.org](http://www.BanningLibraryDistrict.org)

## AGENDA

REGULAR MEETING OF THE BOARD OF TRUSTEES

**Closed Session to be held at 3:00 PM**

**Regular Session to be held at 4:00 PM**

**Wednesday, Feb 1, 2017**

Banning Library Conference Room

21 W. Nicolet

Banning, CA 92220

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.

### CLOSED SESSION (3:00 PM)

1. **Public Employee Appointment, Performance, Evaluation, Release- General Counsel Pursuant to Gov. Code sec. 54957(b)**
2. **Performance Evaluation of Library Director by the Board of Trustees, “Public Employee Appointment, Employment, Evaluation of Performance, Discipline, or Dismissal of Public Employee Pursuant to Gov. Code Sec. 54957(b)**

### REGULAR SESSION (4:00 PM)

1. **Open Session – Call to Order/ Flag Salute**
2. **Roll Call and Establishment of Quorum**
3. **Community Comment**

A five minute limitation shall apply to each member of the public who wishes to address the Library Trustees on items that are not on the agenda 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/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.) PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD.)  
Close Public Comments

4. **Adopt minutes of the regular meeting Wednesday December 14, 2016 and Wednesday January 4, 2017**

- 5. Report from the Ad Hoc Committee Regarding a Review of Financial Reports, Authorized Signature of Authority, Operational and Procedural Analysis and Recommendations for Improvements or Corrections to Same and Open Discussion by the Board**
- 6. Open Discussion Regarding Security and Security Personnel Needs for the Library. (This item Requested by Board Member Sandra Russell)**
- 7. Director's Report**
  - a. Financial report**
  - b. Local history access policy**
  - b. Database circulation**
  - c. Staffing**
  - d. Upgrade of telephone system**

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)*

**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. Adjournment**