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## MINUTES

### WORKSHOP MEETING OF THE BOARD OF TRUSTEES

Wednesday, May 24, 2017 - 2:30 P.M.

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.

1. **Call to Order** - 2:30pm V. Hatch
2. **Pledge of Allegiance**
3. **Roll Call and Establishment of Quorum** –  
Present - V. Hatch, S. Russell, K. Little, Absent – D. Harrington
4. **Report from Closed Session**  
Issues reviewed. No action taken.
5. **Community Comment** –  
No community comments.
6. **Board Financial and Budgetary Workshop** **Verbal**

#### **Presentations and Discussions Regarding the Following Subjects:**

- **Presentation Regarding Financial Reports**
- **Review of Current Balances within the 2016-2017 FY Budget**
- **Discussion Regarding Job Descriptions and Recommendations to Update**
- **Discussion Regarding Library Director Position and Maintenance Positions**
- **Review of Exempt and Non-Exempt Employees Rules and Regulations and Financial Impacts**
- **Review of Policy Regarding Allocation of Sick Leave Hours and Financial Impacts**
- **Presentation and Discussion Regarding Reserve Account Policies**
- **Discussion Regarding Development and Listing of Capital Improvements**
- **Nexus Studies and Community Surveys and Relationship to Financial Planning**
- **Review of Preliminary Draft of 2017-2018 FY Budget**
- **Direction and Recommendations**

7. **Board Member Comments**  
No comments.

**8. Last Minute Action Items**

No items presented.

**9. Next Three Month Scheduled Regular Board Meeting Calendar**

Wednesday, June 7, 2017

Wednesday, July 5, 2017

Wednesday, August 2, 2017

**10. Adjournment – M/S – Russell/Little, approved unanimously at 4:30pm.**

**Minutes presented by Kathy Little, Clerk**