



21 West Nicolet Street • Banning, CA 92220 | 951.849.3192 | 951.849.6355 fax | www.BanningLibraryDistrict.org

AGENDA

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, June 14, 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.

1. **Closed Session 3:30 P.M.**

1.1 **Public Employee Evaluation and Appointment—Pursuant to Gov. Code sec. 54957(b) Award of Contract to Dan Rodriguez dba D & B Consulting for Library Management Services**

1.2 **Potential Litigation Against the District – Pursuant to Gov. Code sec. 54956.9(b)(2) Two Matters**

2. **Open Session – Call to Order ≈ 4:00 P.M.**

Victoria Hatch

3. **Pledge of Allegiance**

3. **Roll Call and Establishment of Quorum**

4. **Community Comment**

A five minute limitation shall apply to each member of the public who wishes to address the Library Trustees on any matter 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.)

5. **Board Items – Discussion/Action**

5.1 **Adopt Minutes – Meetings of the Board on Wednesday, May 3, 2017 and May 24, 2017 to be approved on July 5, 2017**

- 5.2 **Introduction and Possible Appointment of Applicant to Fill Vacated Seat Left by Mr. Luren Dickenson with Term Expiring in December of 2018.** Attached
- 5.3 **Independent Accountant’s Report on Applying Agreed Upon Procedures Pertaining to Evaluating and Calculating Specific Compensation for District Employees** Attached
- 5.4 **Presentation and Discussion Regarding District Needs for Compliance to Human Resources Including the Possibility of Payroll Services. To be Presented by Staff from the firm of PAYCHEX, Inc.** Attached
- 5.5 **Public Hearing and Presentation of Draft of the 2017-18 Budget for the Banning Library District. To be presented by Gwen Rose, Bookkeeper and Dan Rodriguez, Interim Library Director** Attached
- 5.6 **Report from Interim Library Director and Possible Action by the Board to Begin Proceedings Regarding the Hiring Processes for a Library Director** Attached
- 5.7 **Proposal to Adopt a Contract Position for that of a Library Archivist** Attached
- 5.8 **Acceptance of Bids for Replacement of Exterior Doors to Children’s Room** Attached
- 5.9 **Presentation by Interim Library Director in Regards to Developing A ‘Steps to Promote Action Plan’ by and Between the Board of Directors And the Friends of the Library** Verbal
- 6. **Interim Director’s Report and Administration Comments** Verbal

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*)

7. **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*)

8. **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*)

9. Pending Items for Next Meeting

Public Hearing and Adoption of the 2017-2018 Fy Budget
Reserve Account Policy Proposal
Proposal for Library Maintenance Custodian Position
Proposal for Salary and Range Scale for the District

10. Next Three Month Scheduled Regular Board Meeting Calendar

Wednesday, July 5, 2017
Wednesday, August 2, 2017
Wednesday, September 6, 2017

11. Adjournment