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
   c. Database circulation
   d. 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