BANNING LIBRARY DISTRICT
Regular Meeting of the Library Trustees
Banning, California
September 10, 2015
Minutes

1. Open Session – Call to Order/Flag Salute
The regular meeting of Trustees for the Banning Library District was called to order at 4:05 p.m.
by President Gail Paparian.

2. Roll Call:
   Present: Victoria Hatch
   Tracy Wells left at 5:51
   Gail Paparian
   Brenda Freeman
   Donna Harrington left at 5:02

Quorum established.
   Staff Present: Delene Gonzales, Yesenia Ayala
   Andrew Jared, Alvarez-Glasman & Colvin arrived at 4:15 p.m.

3. Communication/ Community Comment:
   Clarence Taylor wanted to advise the board to add to the contract when hiring the new director, to
   stipulate that they are required to serve their full time under contract. Also wanted to share his
   concerns regarding having a joint public library along with the school library—example being
   how internet filtering between the joints spaces would work out.

   The board moved item 6.5.b in order to have Mr. Guillen speak and present first.

6.5.b. Developer Committee:
   1. Rancho San Gorgonio Development: Discussion with Superintendent of the
      Banning Unified School District, Robert Guillen
      Superintendent Guillen presented to the board his proposal for a joint effort in creating a
      new library site. Discussed a solution to the concern of Mr. Taylor and elaborated that
      there may be ways of separating the public library and the section for the high school
      students. Mr. Guillen proposed for the school district and the Board to each agree to a
      bond of 5.5 million in order to construct this new library. Concerns were raised of the
      taxes that would be imposed on the residents/community. Mr. Guillen went on to discuss
      the benefits that this new library would have for its residents as well as the high school
      students.

      Board recess at 4:28 p.m.

4. Closed session:
   The board of trustees convened into closed session at 4:35 p.m.

4.1 Conference with Legal Counsel—Pending Litigation (Gov. code Sec. 54956.9 (a):
   Robert Lippman v. Banning Library District (DIR Case No. 39551—STARCI)

4.2 Public Employee appointment (Gov. Code Sec. 54957 (b)(1)):
   Appointment of Library Director

4.3 Labor negotiations with one unrepresented employee pursuant to (Gov. Code Sec.
   54957.6a): Library Director
   The Board reconvened into open session at 5:03 p.m.

5. Open Session Reconvene:

5.1 Report of Closed Session Action
4.1 Conference with Legal Counsel—Pending Litigation (Gov. code Sec. 54956.9 (a):
Robert Lippman v. Banning Library District (DIR Case No. 39551—STARCI)
Attorney Jared reported that the item was discussed and no final action was taken.

4.2 Public Employee appointment (Gov. Code Sec. 54957 (b)(1)):
Appointment of Library Director
Attorney Jared reported that the item was discussed and no final action was taken.

4.3 Labor negotiations with one unrepresented employee pursuant to (Gov. Code Sec.
54957.6a): Library Director
Attorney Jared reported that direction was provided to legal counsel on this matter—no final
action was taken. The reportable action of making a proposal for an offer for the hourly rate
for the Acting Director was provided to legal counsel—nothing further to report.

6. Board Item — Discussion/Action

6.1 Adopt Minutes:
6.1.a. Regular Meeting August 13, 2015
HATCH/FREEMAN
A motion was made to accept the minutes of the regular meeting on
Thursday, August 13, 2015
MOTION CARRIED

6.2 Current Financial Report
6.2.a. Review of Alvarez-Glasman & Colvin’s invoices:
HATCH/FREEMAN
A motion was made to approve this item.
MOTION CARRIED

6.2.b. Approve current financial report, August
HATCH/FREEMAN
A motion was made to accept the financial report for August.
MOTION CARRIED

6.3 Clarification on Code Sections
6.3.a. Update Regarding Attorney General Opinion
Attorney Jared has received a proposed letter from Riverside County Counsel’s office (RCC).
The proposed letter is to be submitted to the Attorney General’s office with their opinion;
Attorney Jared has looked over the proposed language of the letter and advised the Board to
provide input and corrections as necessary, and will then contact RCC with the Board’s
concerns.
The Board has discussed the next steps for the MOU (Memorandum of Understanding) and
whether the Banning Library district abides by education code section 19426 and gov. code
1780. Attorney Jared has requested for President Paparian to sign the MOU, which already
has the approval of the Board of Supervisors.

6.4 Review Policy Series 3000, Financial
Review and Discuss Policy Series 3000, Financial
- Concerning item 3050.2: “Any commitment of the District funds for a purchase or
expense greater than $5,000 will be first submitted to the Board of Trustees”
Discussion: The Board has agreed to change the amount from $5,000 to $3,000
(with a disclaimer/wording of ‘splitting bids is prohibited’).
- Concerning item 3085.3.1: “Disposition of electronic equipment”
Discussion: The Board would like to add the wording, ‘Per Grant Guidelines’
- Concerning item 3040: “The Library Director or Manager of Public Services”
  Discussion: The Board would like to change the title of Manager of Public Services to, Administrator.
- Concerning item 3040.1.3: “Payment of fees must be completed within one year”
  Discussion: The Board would like to add the verbiage, “During Special Events, the Library Director may choose to waive fees through donations of canned goods and/or other donated products.” In addition, the board would like to add that, “Fees not paid within a year will result in the suspension of patron’s library privileges until the fees have been brought current.”

HATCH/PAPARIAN
A motion was made to approve the Policy Series as amended—along with all the corrections and recommendations discussed.

MOTION CARRIED

6.5 Ad Hoc Committee Reports

6.5.a. Library Director Hiring Committee:
Trustee Hatch has received an email concerning the hiring of a Library Director; it is currently in process.

6.5.b. Developer Committee:
Trustee Paparian and Freeman have met with Pete Pitassi, the architect for the Rancho San Gorgonio Project. They had a preliminary conversation concerning the possible building location of a new library.

The Board would like to invite Mr. Pitassi to make a “Community Presentation of the Rancho San Gorgonio Project” on Saturday, October 17 at 1:00 p.m. during the annual Friends of the Library meeting; President Paparian agreed to email Mr. Pitassi and confirm his attendance.

It was discussed that Attorney Jared would research the square-foot performance standard for Library Services in the Riverside County area. It was estimated that the total square footage for an Extension of the Banning Library should be at 15, 000 sq. ft.

6.5.c. Friends of the Library:
Annual meeting for the Friends of the Library will be held at the library on Saturday, October 17 from 1:00-3:00 p.m.

6.6 New Library Site

6.6.a. Discussion of new library site and building
The Board has discussed item 6.6.a.; no further action was taken.

6.7 Resolution

6.7.a. Consideration of draft resolution affirming the District’s desire to remain a free and independent library.
The Board has agreed to move this item for discussion during the following meeting.

7. Information/Discussion

7.1 State Librarian’s visit to the Beaumont Library on September 19, 2015
Trustee Paparian has been in contact with Clara and relayed to the Board that they are invited to meet the State Librarian.

7.2 City of Banning 2015 State of the City
Notice was received concerning the State of the City Address event on Thursday, October 29th.

7.3 Circulation for August
The Board of Trustees reviewed the August circulation report.

7.4 Local History Report
The Board of Trustees reviewed the local history report by Bill Bell. Attorney Jared has discussed with Bill, and anticipates no issues with the disclaimer of the Mathewson Video Collection.

7.5 Employee of the Month
Lance Allway is the employee of the month for the Month of September.

8. Administration Comments:
Administrative comments were handed out to the Board.

9. Board Member Comments:
Trustee Freeman offered the Board fliers from Community Action concerning free weatherization, taxes, offering mediation training, and workshops for parents who'd like to send their children to college.

10. Last Minute Action Items:
None

11. Future Board Items:
Goal Session
Will remain on the agenda until the position of Director has been filled.

Exploring Expansion
The Board has discussed exploring expansion of the Banning Library.

12. Regular Board Meetings:
Scheduled for the second Thursday of the month at 4:00 p.m.
Thursday, October 8, 2015
Thursday, November 12, 2015
Thursday, December 10, 2015

13. Pending Items:
None

14. Adjournment:
President Paparian adjourned the meeting at 6:21 p.m.

Attest

President

Clerk

Submitted By: Yesenia Ayala