MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
JUNE 10, 2020 | 5:00 P.M. | Young Adult Room (Zoom Virtual Meeting)

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL
President Little Called the Regular Meeting of the Banning Library District Board of Trustees to order on June 10, 2020 at 5:06 p.m.

Members Present: President Kathy Little, Secretary Alejandro Geronimo, Trustee Wemida Ajigbotafe, Trustee Melanie Lara and Trustee Loretta Cousar.

Members Absent: None.

Staff Present: Kevin Lee, District Director; Fernando Morales, Circulation Manager and Christian Tzintzun, Library Assistant.

Guests: David Heiss (via Zoom)

ADOPTION OF AGENDA
Director Lee notified the Board of a correction of the date as to when the public can submit comments from May 13 to June 10. It was moved by Secretary Geronimo and seconded by Trustee Cousar to adopt the agenda with the requested correction.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: None.

PUBLIC COMMENT
None.

CONSENT CALENDAR
Christian Tzintzun notified the board that the correct date of the minutes in item 4.2 of the Consent Calendar is March 16, not May 16. It was moved by Trustee Ajigbotafe and seconded by Trustee Cousar to approve all items on the Consent Calendar with the correction.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: None.
CONSIDERATION OF
ITEMS REMOVED FROM
THE CONSENT
CALENDAR

None.

FRIENDS OF THE
BANNING LIBRARY
REPORT

Gae Rusk, President of the Friends of the Banning Library submitted a written report. The FOBL meeting on June 1, 2020 was canceled due to a county-wide curfew. FOBL was grateful to donate $1,250 for the Banning Library District’s Summer reading Program.

FINANCE REPORT

Director Lee presented the finance report to the Board.

DISTRICT DIRECTOR’S
REPORT

In May’s meeting the Board had asked Lee to find out if outdoor sheds were covered by the Library’s insurance and Lee reported that they are covered. The low vents in the children’s room are non-functional and will be removed. Starting July 1st, patrons will resume receiving late fees. The Banning Library District began offering curbside services on May 21st. A safety guideline was created to ensure everyone’s safety.

COMMITTEE REPORTS

Secretary Geronimo, Chairperson of the Budget Committee, gave his report. Geronimo; Ajigbotafe; Lee and Cindy Byerrum, CPA, met on June 2, 2020 to discuss the budget proposal for the 20/21 fiscal year. According to Cindy, the Library is projected to be financially stable for the next six years. The library will begin the fiscal year with a deficit of $85,000 due to renovations and may pull funds from the LAIF funds. President Little asked if the Library District can ask for a small increase in revenue from property taxes, of about five (5) to ten (10) cents. Geronimo agrees. Lee said a separate firm is needed to conduct an impact study.

BOARD OF TRUSTEES
TRAINING/CONFERENCE

None.

BOARD REPORTS AND
COMMENTS

11.1 President’s Report.
Both Little and Cousar attended the presentation of the FOBL essay contest readings on June 9.

11.2 Trustee’s Report.
No report from the Trustees.

UNFINISHED BUSINESS

12.1 Facility Improvement and Renovation Discussion Update.
Lee would like the Board to know that next month two furniture interior design companies, Agati Furniture and Yamada Enterprises, are scheduled to present before the Board.
A roll call was made to approve the FY 20-21 Budget Proposal.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: None.

12.3 Retention Schedule and Policy Update.
The lawyer is reviewing the retention schedule and should be ready by the next Board meeting.

NEW BUSINESS

13.1 Authorize the Director to enter into an Agreement with Eide Bailley in the amount not to exceed $38,700.
The previous consultant company, Platinum Consulting, merged with Eide Bailley. The new contract has slightly higher rates. A motion was made by Trustee Ajigbotafe and seconded by Secretary Geronimo to Authorize the Director to enter into an Agreement with Eide Bailley in the amount not to exceed $38,000.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: None.

13.2 Authorize the Director to enter into an Agreement with Koff and Associates for HR Systems Audit and Classification study in the amount not to exceed $25,000.
The last time the Board made a Classification Study was in the year 2014. Secretary Geronimo asked if the contract had a one-time fee. Lee said costs are per project — it is a one-time fee. A motion was made by Trustee Cousar and seconded by Secretary Geronimo to Authorize the Director to enter into an Agreement with Koff and Associates for HR Systems Audit and Classification Study in the amount not to exceed $25,000.

AYES: Little, Geronimo, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: None.

LAST MINUTE AGENDA ITEMS

None.

AGENDA ITEMS FOR FUTURE AGENDAS

Little asked Lee to look into what needs to be done to place the two (2) empty seats on the ballot in the upcoming Board elections in November.
NEX
REGULAR
BOARD
MEETING
ADJOURNMENT

July 8, 2020 at 5:00 p.m.

Adjourned at 5:33 p.m.

The foregoing minutes are approved by the Board of Trustees on July 8, 2020.

Christian Tzintzun
Prepared by: Christian Tzintzun, Library Assistant

Alex Geronimo, Board Secretary