



Board of Trustees
Kathy Little — President
Alex Geronimo — Vice President
Melanie Lara — Secretary
Jana Brassfield — Trustee
Loretta Cousar — Trustee

MINUTES
SPECIAL MEETING OF THE BOARD OF TRUSTEES
July 14, 2021 | 5:00 P.M. | Children's Room

**CALL TO ORDER,
PLEDGE OF
ALLEGIANCE, ROLL
CALL**

President Little called the Special Meeting of the Banning Library District Board of Trustees to order on July 14, 2021 at 5:09 p.m.

Members Present: President Kathy Little, Vice President Alejandro Geronimo, and Trustee Loretta Cousar.

Members Absent: Secretary Melanie Lara and Trustee Jana Brassfield.

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

Guests: None.

ADOPTION OF AGENDA

It was moved by Geronimo and seconded by Cousar to adopt the agenda for the July 14, 2021 Special Meeting.

AYES: Little, Geronimo, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Lara, Brassfield.

PUBLIC COMMENT

None.

CONSENT CALENDAR

It was moved by Cousar and seconded by Geronimo to approve all items on the Consent Calendar.

AYES: Little, Geronimo, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Lara, Brassfield.

**CONSIDERATION OF
ITEMS REMOVED FROM
THE CONSENT
CALENDAR**

None.

FINANCE REPORT

Lee reported that the expenses for automation/equipment are high and would like to lower the amount of leases the Library has. He will also rename automation/equipment to automation/equipment leases.

DISTRICT DIRECTOR'S REPORT

The Library will pay for Board Member's fees to the August 14 Dragonfly Gala in Morongo. Lee told the Board that a water pipe broke and since more structural repairs will be needed, the maintenance budget for the next budget will be higher. The Library won a \$7k grant to purchase 17 take-home hotspots for patrons to check-out. Lee and Fernando are still working on a lending policy. Fernando updated the Board on the internet, the Wi-Fi is ready, but the network and phones are not. Next month Yamada will present two plans for the renovations to the circulation desk, fiction and non-fiction areas. This year the library had a low Summer Reading Participation compared to last year.

BOARD REPORTS AND COMMENTS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

10.1 Authorize the Director to Replace the Library Logo by Nicolet St. and N. San Gorgonio Ave.

A motion was made by Geronimo and seconded by Cousar to Authorize the Director to Replace the Library Logo on the corner of Nicolet St. and N. San Gorgonio Ave.

AYES: Little, Geronimo, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Lara, Brassfield.

10.2 Amendments to Policy No. 5100 Hours of Work and Overtime.

A motion was made by Cousar and seconded by Geronimo to approve and adopt the amendments to Policy No. 5100.

AYES: Little, Geronimo, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Lara, Brassfield.

10.3 Amendments to Policy No. 5130 Bereavement Leave.

A motion was made by Geronimo and seconded by Cousar to adopt and approve the amendments to Policy No. 5130 with the addition of step-grandchildren and step-grandparents to the list of family members.

AYES: Little, Geronimo, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Lara, Brassfield.

10.4 Library Reopening Update.

The Board decided to continue requiring the use of face masks and temperature checks for all patrons and staff inside the building. The Board will revisit this item in the next Regular Board Meeting.

10.5 Formation of Strategic Planning Committee.

Little appointed Brassfield and Cousar to the Strategic Planning Committee. The topics to be covered are: revisiting the mission/vision statement, a satellite/mobile location, the roof and building maintenances, 3-year and 5-year plan, basement strategy, the flagpole, and a new fire suppression system.

LAST MINUTE AGENDA ITEMS

None.

CLOSED SESSION

12.1 Potential Litigation Government Code Section 54956.9 – One Item.

The Board went to Closed session at 5:53 p.m.

The Board returned from Closed session at 6:07 p.m.

Little reported out that the Board decided to approve the current settlement as is.

AGENDA ITEMS FOR FUTURE AGENDAS

None.

NEXT REGULAR BOARD MEETING

August 11, 2021

ADJOURNMENT

Adjourned at 6:08 p.m.

Prepared by:

Christian Tzintzun
Christian Tzintzun, Library Technician

The foregoing minutes are approved by the Board of Trustees on August 11, 2021.

Melanie Lara
Melanie Lara, Board Secretary

Kathy Little
Kathy Little, Board President