MINUTES

REGULAR MEETING OF THE BOARD OF TRUSTEES
Wednesday, March 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.

1. Open Session – Call to Order
   Victoria Hatch

2. Roll Call and Establishment of Quorum
   The Regular Meeting of the Trustees for the Banning Library District was called to order at 4:05 P.M. by President, Victoria Hatch.
   Quorum was established with the following Board Members present: Victoria Hatch, Lauren Dickenson, Kathy Little, Donna Harrington and Sandra Russell.

   Staff Present: Noelle Neff, Library Director
   General Counsel: Suzi Chang, Alvarez-Glassman & Colvin
   Andrew Jared, Alvarez-Glassman & Colvin (Tele-Conference)

3. 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.)

   Mr. Frank Burgess under Public Comments inquired to the Board as to ‘rumors’ that he had heard from the Legal Counsel for the Board of Supervisors regarding the Banning Library merging with the Beaumont Library as well as with the San Jacinto Library Project. Victoria Hatch responded that they were not aware of any mergers with either one. However, there may be the possibility of a future Branch being considered somewhere near the San Jacinto Project.
   An individual introduced himself as Tommy and mentioned some of the good things going on within the Library and wanted to know if there is a plan to change the leadership of the
Library. Tommy was informed that any discussion regarding change of leadership at this time is a Closed Confidential Subject.
A Mr. Jerry West introduced himself as a resident and indicated that he was there only to observe.
Former Board member, Tracy Wells, read from a paper and stated that she had trouble understanding the Conflict of Interest Rule and had concerns over a Board Member being employed by the Beaumont Library District and at the same time serving as a Board Member to the Banning Library District. Ms. Wells also commented on how we have not had a successful hiring of a Library Director. She also mentioned the need to expand services for the Library in the children’s area due to the proximity of schools. Ms. Wells suggested that we need to treat our youth better when discipline may be needed.

4. **Adopt Minutes**
Minutes of February 1, 2017 were adopted on Meeting of March 1, 2017. Motion made and seconded to adopt the minutes of the March 1, 2017 Meeting. Minutes Adopted.
Minutes of February 15, 2017 were adopted on Meeting of March 1, 2017. Motion made and seconded to adopt the minutes of the March 1, 2017 Meeting. Minutes Adopted.

5. **Financial Report**
Financial Report was presented by Gwen Rose. Gwen explained the various handouts, including the report generated from Riverside County in regards to Property Taxes. The board was informed of the Balances in the various accounts. The Board thanked Gwen for her report.

6. **Form 700**
Dan Rodriguez explained the process regarding the Form 700 and of the need to comply with the conflict of Interest Code. A Resolution is being prepared the Riverside Legal Counsel and will be introduced to the Board as soon as it is prepared. This is the start of the process to be ultimately recognized by Riverside County as a reporting agency. The Form 700 is normally due to the County Clerk by April 1, however due to the fact that we are going through a process, the 700 Form will have a different due date.

7. **Discussion of Cooperative Facilities**
Board Member Luren Dickenson spoke on the subject and indicated that he did have a meeting with the City Manager of the City of Banning February 1 and they discussed the Rancho San Gorgonio Project. They both agreed that the project would have a relationship with the Library and needed to be discussed further. Legal Counsel, Andrew Jared, (Via Tele-Conference) mentioned that some of the details needed to be discussed in Closed Session. Other reports will be generated as meetings take place.

8. **Discussion of Attorney Contract**
Board Member, Luren Dickinson, made a motion to terminate all agreements with the Firm of Alvarez-Glassman & Colvin. No second to the Motion – Motion Failed. No further discussion on the subject was made.

9. **Director’s Report**
   A. Salary Schedule – Library Director, Noelle Neff, presented the Salary Schedule from 2015. Some discussion ensued regarding the fact that this schedule may be the most recently adopted by the Board. Noelle also introduced
the Salary Schedule from the Beaumont Library for comparison purposes. The purpose of this presentation was to establish present the most recent adopted report.

B. Timelines – The Board was introduced to draft of timelines on various subjects including training, financial reports and other topics. Board President asked that Dan Rodriguez identify himself to the Board and to the audience. Dan continued with this report and explained that some of the items listed required a ‘Team Effort’ which would include the Board Members and Staff. The Board thanked Dan for his presentation.

C. Circulation Statistics – Report was received by the Board with some discussion.

D. Proposal for Security Services – Noelle presented a Bid for recommendation to hire a firm for Security Services for the Library. The Board instructed Noelle to request additional bids from other firms as well as more local firms.

10. **Issue of Board Member Appointment**
Mr. Frank Burges presented a document which referred to the Election and Appointment Process and discussion ensued regarding the opinion of the Riverside County Council. Mentioned during the discussion was the period of transition from the School district to that of an Independent District. Andrew Jared provided further clarification to the process.

11. **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)*

12. **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)*

   None.

13. **Community Comment**
Tommy approached the Board and stated that it is disappointing to see the Board consider dismissing the Library Director. Tracy Wells commented that the current Library Director needs to have training in people skills. Ms. Paparian stated that it was her understanding that grants would be sought by the Library Director. She further stated that she doubted that any have been recently written.

14. **Recess and Adjournment to Closed Session**

   5:15 P.M.