AGENDA

WORKSHOP MEETING OF THE BOARD OF TRUSTEES
Wednesday, May 9, 2018
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. **Meeting Time 4:00 P.M.**

2. **Pledge of Allegiance** Victoria Hatch

3. **Roll Call and Establishment of Quorum**

4. **Board Item(s) – Discussion/Action**

   4.1 WORKSHOP, DISCUSSION AND POSSIBLE ACTION TO REVIEW WORK IN PROGRESS LIST, A CAPITAL IMPROVEMENT LIST OF PROJECTS WITH DATES AND TIMELINES TO VARIOUS PROPOSED PROJECTS INCLUDING THE YOUNG ADULT AREA AND TO CONSIDER ADOPTING A PROPOSED FIVE YEAR CAPITAL IMPROVEMENT PROGRAM (CIP) (Distribution of Hand Outs at Time of Meeting)

5. **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 an unanimous vote of those remaining.

(Reference: the Ralph M. Brown Act)
6. **Listing of Pending and/or Work In Progress Items** – (Some Items may be included in the Interim Library Directors Report)
   Parking Lot Maintenance and Improvements
   Hiring of a Library Director and Children’s Librarian

   Design of a 2018 Capital Improvement Plan
   Establishing of a “Weeding Policy” for the Library District
   Design of Salary Wage Scale and Salary Survey
   Proposal for a Policy for the Permanent Maintenance of Emails and Other Data of Previous Employees
   Development of a Fee for Rental of Library Space(s) by For Profit Organizations
   District Long Range Financial Plan, Nexus Study and Impact Fees
   Proposal to Provide for Notary Public Services at the Library
   Volunteer Services Program of the Library Policy
   Friends of the Library Process for Acceptance of Book Donations
   Earthquake Preparedness Plan
   Development of Emergency or Awareness Plan for Acts of Violence
   CIPA Compliant
   Summer 2018 Reading Program
   Memorandum of Understanding (MOU) by and Between the “SCIENCE EXPERIENCE, INC.” and the Library Board of Trustees
   Participation in SDI Program for the Employees of the District
   Installation of New Fire Alarm and Intrusion Alarm Control Box
   Development of Evacuation Program with Appropriate Signage
   Installation of New-Metal Monument Sign
   Proposal to Install a Lighted Flag Pole at or near the Monument sign

7. **Next Three Month Scheduled Regular Board Meeting Calendar**

   Wednesday, June 6, 2018
   Wednesday, July 11, 2018
   Wednesday, August 1, 2018

8. **Adjournment**