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AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 11, 2019 | 5:00 p.m. | Conference Room

Americans with Disabilities Act Compliance: If you need special assistance to participate in this meeting, please contact the administration office at (951) 849-3192 at least 72 hours prior to the meeting.

Public Requests for Documents: The District provides a public inspection copy of all materials included in the agenda packet distributed to the Board members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to the Administration who will arrange for the documents to be copied at a charge of 10¢ per page. Request forms are available at the District Administration offices.

1. **Closed Session**

- 1.1 Public Employee Appointment, Performance, Evaluation, Release – General Counsel Pursuant to Gov. Code Section 54957

2. **Call to Order**

3. **Pledge of Allegiance**

4. **Roll Call**

5. **Adoption of the Agenda**

6. **Public Comment**

Individuals may address the Board regarding any item of Library District business on or not on the agenda. Comments are limited to 5 minutes per person. While all comments are welcome, the Brown Act does not allow the Board to take action on any item not on the agenda. Please complete the "Request to Address the Board" card by filling out your name and the specific item you wish to address.

7. **Consent Calendar**

The Consent Calendar adopting the Recommended Board Action will be enacted with one vote. The Board President will first ask the staff and the Board if there is anyone who wishes to remove an item from the Consent Calendar for discussion and consideration. The matters removed from the Consent Calendar will be considered individually at the end of the Consent Calendar agenda under "Items Removed from the Consent Calendar". The entire remaining Consent Calendar is then voted upon by a roll call under one motion

Recommended Board Action: The Board of Trustees hereby approves the items below:

- 6.1 Minutes of the Regular Board meeting—August 7, 2019

8. **Consideration of Items Removed from the Consent Calendar**

Items removed from the Consent Calendar will be discussed individually at this time.

9. Unfinished Business

- | | | |
|-----|------------------------------------------------------------------------------------|----------|
| 9.1 | Amendments to Policy No. 3050 Expense Authorization and Petty Cash Policy (action) | Provided |
| 9.2 | Amendments to Policy No. 3080 Purchasing Policy (action) | Provided |
| 9.3 | Deletion of Job Description of Library Operations Manager (action) | Provided |
| 9.4 | Creation of Policy No. 3045 Cash Handling Policy (action) | Provided |

10. New Business

- | | | |
|------|--------------------------------------------------------------------------------|--------------|
| 10.1 | Creation of Policy No. 6060 Gifts and Donations (action) | Exhibit 10.1 |
| 10.2 | Deletion of Policy No. 5120 Paid Time Off (action) | Exhibit 10.2 |
| 10.3 | Amendments to Policy No. 1020 Adoption, Amendment, Review of Policies (action) | Exhibit 10.3 |

11. Friends of Banning Library Report

12. Finance Report

13. District Director's Report

The Library Administration is encouraged to report on items of information to the Board, as well as provide information about conferences or meetings they have attended. Other items, which may be added to the agenda of a future meeting, may be presented at this time but cannot be commented upon or discussed at this meeting. (Reference: The Ralph M. Brown Act)

14. Board Reports and 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)

Kathy Little, President
Alex Geronimo, Secretary
Wemi Ajigbotafe
Loretta Cousar
Melanie Lara

15. 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)

16. Agenda Items for Future Agendas

This is an opportunity for Board members to request that items be placed on future agendas.

17. Next Regular Board Meeting

October 9, 2019

18. Adjournment