

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday December 14, 2021, 5:30 p.m.
Coalinga Library - Program Room**

TRUSTEES PRESENT: Mr. Chavez, President; Mrs. Culbertson, Clerk; Mr. Campbell, Trustee; Mr. Crawford, Trustee

TRUSTEES ABSENT: Mrs. Zavala, Trustee

ADMINISTRATION PRESENT: Ms. Mary Leal, Director of Library Services; Ms. Jacqueline Collings, Administrative Assistant

I. OPEN SESSION/CALL TO ORDER

Call to Order: President Mr. Chavez called the meeting to order at 5:30 P.M.

Roll Call: Francisco Chavez, Lisa Culbertson, Roger Campbell, and Tom Crawford

Pledge of Allegiance: Pledge of Allegiance lead by Mr. Chavez.

Approval of Agenda: Mr. Campbell moved to approve the agenda, seconded by Mrs. Culbertson with Action Item 6 added, California Indoor Mask Mandate December 14, 2021 thru January 15, 2022. Motion carried unanimously.

II. CONSENT AGENDA

- C-1 Approval November 2021 checks 17196 thru 17241 in the amount of \$110,651.67 of which payroll was \$46,215.59. Employee portion of payroll is \$6,061.69.
- C-2 Approval of Minutes for Board Meeting held on November 16, 2021.

Mr. Chavez asked for a motion to approve. Mr. Crawford moved to approve the consent agenda, seconded by Mrs. Culbertson. Motion carried unanimously.

III. PUBLIC COMMENTS – OPEN AND CLOSED SESSION

Mr. Vosburg: I would like to thank Mr. Campbell and Ms. Leal for their time during negotiations. I have concerns about wearing masks in the library. I fear that people will stop coming in due to the mask mandate. I have data showing how numbers have gone down and not up.

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- CS-1 Personnel Matter – Administrative Assistant: Government Code 54957

Mr. Chavez asked for a motion to approve to go into closed session. Mr. Campbell, so moved, seconded by Mrs. Culbertson. Motion carried unanimously.

Went into closed session at 5:38 pm

Returned from closed session at 5:42 pm with nothing to report.

IV. ACTION ITEMS

- A-1 Election of Board President
This being the organizational meeting, the Director of Library Services will ask for nominations for Board President.

Ms. Leal opened nominations for Board President.

Mr. Campbell nominated Mr. Chavez for Board President, seconded by Mrs. Culbertson. Motion carried unanimously.

- A-2 Election of Board Vice-President
Following the election of Board President, the meeting will be turned over to the newly elected Board President and he/she will ask for nominations for Board Vice-President.

Mr. Chavez opened nominations for Board Vice-President.

Mr. Campbell nominated Mr. Crawford, seconded by Mrs. Culbertson. Motion carried unanimously.

- A-3 Election of Board Clerk
The President will ask for nominations for Board Clerk

Mr. Chavez opened nominations for Board Clerk.

Mr. Campbell nominated Mrs. Culbertson for Board Clerk, seconded by Mr. Crawford. Motion carried unanimously.

- A-4 Approval of the Memorandum of Understanding,
Employee Organization: Local 39, Stationary Engineers.

Mr. Chavez: The union and CHLD have reached a tentative agreement

Mr. Chavez asked for a motion to approve tentative agreement. Mr. Campbell moved to approve seconded by Mrs. Culbertson.

Roll Call:

Mr. Campbell: Yes

Mrs. Culbertson: Yes

Mr. Chavez: Yes

Mr. Crawford: Abstain

Mrs. Zavala: Absent

Motion carried unanimously.

- A-5 Approval of Administrative Assistant Salary Adjustment

Mr. Chavez: It was discussed if the Administrative Assistant salary should be adjusted.

Mr. Campbell: She will be getting everything the union employees are getting.

Mr. Chavez: Correct.

Mr. Chavez asked for a motion to approve. Mr. Campbell moved to approve the salary adjustment for the Administrative Assistant, seconded by Mrs. Culbertson.

Roll Call:

Mr. Campbell: Yes

Mrs. Culbertson: Yes

Mr. Chavez: Yes

Mr. Crawford: Yes

Mrs. Zavala: Absent

Motion carried unanimously.

- A-6 California Indoor Mask Mandate
December 14, 2021 thru January 15, 2022

Ms. Leal asked for direction on the most recent mask mandate.

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Mr. Chavez: We need to follow the mandate by putting signs on all doors and all the staff needs to be wearing masks.

Mrs. Culbertson: We need to follow the Governors rule until the ending date.

V. DIRECTOR'S UPDATE

Nothing to report but wants to wish the Board a Merry Christmas and a Happy New Year.

Also, wants to let the Board know that the library will be closed Friday, December 24th from 12 – 5 PM, Saturday December 25th and Monday, December 26th for the Christmas Holiday.

VI. BOARD MEMBER REPORT

Mr. Crawford: Nothing to report.

Mrs. Culbertson: Merry Christmas

Mr. Campbell: I want to apologize to Ms. Leal for my bad attitude towards her all these years. I got to spend time with Ms. Leal during the bargaining and saw what a great person she is. If I have hurt you in any way, I'm sorry. I would like to give her and her family my condolences on her family's loss and may everyone have a Merry Christmas.

Mr. Chavez: I think Ms. Leal has an informal evaluation, but not sure. Ms. Leal please look into it and get back to me. Merry Christmas to all.

VII. ADJOURNMENT

Mr. Chavez asked for a motion to adjourn. Mr. Campbell moved, seconded by Mr. Crawford. Motion carried unanimously. Meeting was adjourned at 5:59 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, January 18, 2022 at 5:30 P.M. at the Coalinga Library.