

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF TRUSTEES OF THE  
COALINGA-HURON LIBRARY DISTRICT  
Tuesday, July 26, 2016 5:30 p.m.  
Huron Library**

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**TRUSTEES PRESENT:** Mr. Whitwill, President; Mr. Crawford, Vice-President; Mr. Chavez, Clerk; Ms. Zavala, Trustee

**TRUSTEES ABSENT:** Mr. Albrecht, Trustee

**ADMINISTRATION PRESENT:** Ms. Mary Leal, Director of Library Services

**ADMINISTRATION ABSENT:** Ms. Jacqueline Collings, Administrative Assistant

**CALL TO ORDER:** The meeting was called to order by President Mr. Whitwill at 5:30 p.m.

**FLAG SOLUTE:** Mr. Whitwill led the flag salute.

**APPROVAL OF THE AGENDA**

**Mr. Whitwill:** Need a motion to approve the agenda?

**Mr. Chavez:** So moved, seconded by Mr. Crawford. Motion carried unanimously.

**CONSENT AGENDA**

These matters are routine in nature and are usually approved by a single vote. Prior to action by the board, the public will be given the opportunity to comment on any Consent Item or Action Item.

- C-1 Approval of June 2016 checks 014173 thru 14749 in the amount of \$72,759.57 of which payroll was \$41,500.99.
- C-2 Approval of minutes for Board Meeting held on June 14, 2016.
- C-3 Approval of Withdrawn List.

**Mr. Whitwill:** Any questions? I need a motion?

**Ms. Zavala:** So moved, seconded by Mr. Chavez. Motion carried unanimously.

**ACTION ITEMS**

- A-1 CALIFIA Vendor Fair – September 1, 2016 in Santa Clara

**Ms. Leal:** First of all I knew you were going to ask what CALIFIA stands for and it does not stand for anything. It was just a group that was once formed and it was just a bunch of library people. It is a library group, like the California Library Association any of those types of groups. On September 1<sup>st</sup> they are having a vendor fair and it is free. I was going to ask permission to close both libraries and take everybody. We would just be out gas and lunch. It would just be a day trip and we would not rent any rooms.

**Mr. Crawford:** Your request is to close both libraries?

**Ms. Leal:** Yes my request is to close both libraries for that one day and take all the staff.

**Mr. Crawford:** Is that on a Saturday?

**Ms. Leal:** Thursday.

**Mr. Chavez:** Can you make that into a get together so that anybody that is going with you, you make a day out of it.

**Ms. Leal:** Do you mean make it a training day.

**Mr. Chavez:** Yes.

**Ms. Leal:** Yes, that is what it would be a training day.

**Mr. Whitwill:** Where in Santa Clara will it be held?

**Ms. Leal:** It will be at one of the Universities or the junior colleges I had the stuff and I did not bring it with me.

**Mr. Whitwill:** As long as you know where it is.

**Ms. Leal:** Yes if I am not mistaken, I think it will be held at Santa Clara University.

**Mr. Whitwill:** Any other questions?

**Mr. Chavez:** I don't have a problem with it.

**Mr. Whitwill:** I need a motion.

**Mr. Chavez:** So moved, seconded by Mr. Crawford. Motion carried unanimously.

- A-2 Meetings Board Policy #1203 Amendment (Second Reading)

**Ms. Leal:** It is the same one we worked on last month. There are no changes to it basically what the changes were: "Unless otherwise ordered by the Board, one regular meeting shall be held each month. Date time and place of this meeting shall be established (that is the same) at the beginning of each fiscal year". There was some other verbaige in there we do it at the

beginning of each fiscal year. We have been doing that since I have been here. The other change was; “Board Members are permitted to attend the meeting via speaker telephone”. Everything else remained the same.

**Mr. Chavez:** That was something I requested because sometimes I am not able to make it and would like to participate.

**Mr. Whitwill:** This is something we are doing with the school district.

**Ms. Leal:** Yes teleconference, but it just was not in there. We talked about it and to make it proper we have put it in there.

**Mr. Chavez:** It is part of the Brown Act, it is allowed we are just making it official.

**Mr. Whitwill:** Anybody else?

**Mr. Chavez:** This is the second reading correct?

**Ms. Leal:** This is the second reading.

**Mr. Whitwill:** We need to vote on it then.

**Ms. Leal:** Correct.

**Mr. Whitwill:** I need a motion?

**Mr. Chavez:** So moved, seconded by Mr. Crawford. Motion carried unanimously.

## **DIRECTOR’S UPDATE**

**Ms. Leal:** Things are pretty smooth, we are winding down Summer Reading Program we had a magician this last Saturday and he was really good. I was not there, but his big trick of the day was a gold fish cracker and he had someone draw a face on it and he has a wine class with water in it. When he dumped it into the glass of water it turned into a real gold fish. That was the high light of the show. Hilda mentioned that as soon as he dropped it in the water it started to swim. He also incorporated the book from Dr. Seuss “One Fish”.

**Mr. Whitwill:** One fish, two fish, red fish

**Ms. Leal:** No it was not that one it was another one where one fish eats another fish and it keeps getting bigger and bigger. He incorporated that reading. I guess that was the big trick of the day. We have a couple of weeks left for our Summer Reading Program and we will have our big party on the first Saturday of August. We will be having an obstacle course for the kids and shaved ice. It looks like the numbers are up and Maggie was sharing with me earlier they are having more people come in Huron as well. They usually have about two to three people come to the

programs, now they are having at least five. It looks like the program attendance are starting to increase.

The library has been fine it was been hot we have had our lights dimmed the other day we thought we were really in a mess because they went off and blinked, but it was because of that big accident they had. We were on the phone calling the Fire department, Police department, and the alarm people before they called us or sent somebody. They all knew it was due to the power going off, but they still call, at least we know all that is working. Other then that, things have been going pretty smooth and quiet, moving forward.

## **BOARD MEMBER REPORT**

**Ms. Zavala:** I have nothing.

**Mr. Chavez:** Everything looks nice this library looks a lot better than it did before. It has been kept clean and I have not seen that much graffiti.

**Ms. Leal:** The cameras help they have helped with some issues we have had in the past with some kids being kids during the summer when they have nothing to do.

**Ms. Zavala:** I see a lot of kids outside using that Wi-Fi at 11, 12, 1 o'clock in the morning.

**Ms. Leal:** We turn our Wi-Fi on at 9 o'clock in the morning because class starts around that time and because sometimes we need it for ourselves. We actually have it on a timer I think what is happening is that we turn it off when the library closes, but on Friday's and Saturday's you will see a lot of that because we close at 5 pm.

**Mr. Chavez:** I don't have a problem with it ever since the school gave those computers to the kids. I also see them at the middle school that is fine.

**Ms. Leal:** The Coalinga Library is a Pokémon gym. One night I was working late and I got out of there around 8:30 and I started to see the traffic pick up. We have seen on the cameras around 11 or so, cars pull up and they are fighting each other (virtually) for the Pokémon. They say that it focuses on the land marks and that is why you see the Pokémon players near the libraries.

**Mr. Whitwill:** Is that all Mr. Chavez?

**Mr. Chavez:** Yes.

**Mr. Crawford:** I don't have anything.

**Mr. Whitwill:** I agree things are looking good at the other library too I am real pleased

**Ms. Leal:** Thank You.

**Mr. Whitwill:** It looks like people are treating the library better, the community pride has come forth.

### **PUBLIC COMMENTS-OPEN AND CLOSED SESSION**

This portion of the agenda may be utilized by any person to address the Library Board on any matter within the jurisdiction of the Library District. However, depending on the subject matter, the Board may be unable to respond at this time or until the specific item is placed on the agenda at a future meeting, as provided by the Brown Act. Speakers should limit their comments to not more than three (3) minutes

### **CLOSED SESSION**

- CS-1 Personnel Matter – Annual Evaluation of Library Director per Gov. Code Sec. 54957(b)

**Mr. Whitwill:** We will postpone CS-1 due to not all evaluation not turned in.

**Mr. Chavez:** Well

**Mr. Whitwill:** I did not get one from Mr. Albrecht and I just got Ms. Zavala's so I have not got a chance to go through them and evaluate them. I just thought it would be best if we waited until the next board meeting.

**Mr. Chavez:** I am not going to be there, but you have mine.

**Mr. Whitwill:** But I have yours.

- CS-2 Anticipated Litigation per Gov. Code section 54956.9(b)(2)

**Mr. Whitwill:** Do we need a motion to go into closed session?

**Mr. Chavez:** So moved, seconded by Mr. Crawford. Motion carried unanimously.

### **REPORT FROM CLOSED SESSION**

**Mr. Whitwill:** Making a correction we will be considering the personnel matter CS-1 Annual Evaluation of Library Director per Gov. Code Sec. 54957(b). We are now back in session and the only thing we have to report is the annual evaluation, is a satisfactory evaluation for the Library Director.

**Mr. Whitwill:** Nothing to report on CS-2.

### **ADJOURNMENT**

**Mr. Whitwill:** I need a motion to adjourn.

**Mr. Chavez:** So moved, seconded by Mr. Crawford. Motion carried unanimously. Meeting was adjourned at 5:50 p.m.

**DATE OF THE NEXT REGULAR MEETING:** The next regular board meeting is Tuesday, August 9, 2016 at 5:30 p.m. at the Coalinga Library Program Room.