

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF TRUSTEES OF THE  
COALINGA-HURON LIBRARY DISTRICT  
Tuesday, September 12, 2017 5:30 p.m.  
Huron Library Branch**

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**TRUSTEES PRESENT:** Mr. Chavez, President; Mrs. Culbertson, Clerk; Ms. Zavala, Trustee

**TRUSTEES ABSENT:** Mr. Albrecht, Vice-President; Mr. Campbell, Trustee

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

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

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

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

**Mrs. Zavala:** So moved, seconded by Mrs. Culbertson. Motion carried unanimously.

**CONSENT AGENDA**

- C-1 Approval of July/August 2017 checks 015271 thru 015370 in the amount of \$115,322.23 of which July/August payroll was \$88,084.76.
- C-2 Approval of minutes for Board Meeting held on July 25, 2017.

**Mr. Chavez:** Any comments or questions, If not may I motion to approve?

**Mrs. Zavala:** So moved, seconded by Mrs. Culbertson. Motion carried unanimously.

**ACTION ITEMS**

- A-1 Approval of Fines Work Agreement

**Ms. Leal:** Jackie and I went to a volunteer training. One thing leads to another and we were talking about young volunteers and how old they can be. Fresno County Library has an agreement with their young people who have fines, how to work them off. Since it had to do with money I thought I should bring the agreement to the Board for approval. Somethings it's the kid's fault sometimes they can't get to the library and if they can't get to the library then it's a problem. They are always asking if there is something they can do and there has never been anything in the past that could be done to work off their fines. When they want an extra pass for the computer we come up with something, but when it comes to fines we never really had anything. Fresno County does this (agreement) and I thought it might be a possibility to do this as well. This is only when they owe \$10 - \$50 if they owe more than that it doesn't apply. I don't think it is fair to forgive more fines than that.

The reason why I put 12 years old is because our volunteer policy says you have to be 12 years old to volunteer at the library. That is just standard, for everybody it is nothing new.

Fresno does \$10.00 an hour. I thought that was too much the staff said to do \$5.00 an hour. I didn't think that was enough so I settled somewhere in-between so I said \$7.00, not quite slave labor, but it is not minimum wage either.

**Mr. Chavez:** Well if Fresno County is doing it must be legal.

**Mrs. Culbertson:** I was thinking minimum wage.

**Mr. Chavez:** Yes, but this is actually for minors.

**Mrs. Culbertson:** Do people owe that much?

**Ms. Leal:** We have people that owe two to three hundred dollars; we have people who owe ten to fifty dollars.

**Mrs. Zavala:** They get sent to collections right?

**Ms. Leal:** Yes, if they owe \$50 or more after 45 days they are sent to collections. You would be surprised the stuff that comes back. It isn't necessarily that we want the money; we just want our stuff back. Between the staff time and the processing time it all adds up. People come back and say, "Oh ya it was on my shelf" when things get sent to collections materials starts showing up real fast.

**Mr. Chavez:** I think this is good because I know some patrons come and want to use our facility and they can't because they owe money and this way they are able to pay.

**Mrs. Zavala:** Sometimes they want to check out books and they can't because they owe money.

**Ms. Leal:** Yes and I hate to turn them away because things do happen. I don't think that kids should get off scot free, but if they are willing to work for it. I think it is a win, win for them and the library to get them to be patrons again.

**Mr. Chavez:** Especially the elementary school kids come over here.

**Mrs. Culbertson:** What is the amount that would keep them from checking out?

**Ms. Leal:** If they have over \$5.00 in fines they can't check anything out, which is system wide.

**Mrs. Zavala:** Is it connected to the parents account aren't they responsible when their kids owe money?

**Ms. Leal:** Correct if they are under 18 the parents have to sign the library card application and it states right on there that the parent is liable for any fines and charges their minor does, so it does revert back to the parents.

**Mrs. Zavala:** Okay.

**Mr. Chavez:** Do you want us to approve it as it is?

**Ms. Leal:** Unless you want to make any changes.

**Mr. Chavez:** I think \$7.00 is good.

**Mr. Chavez:** Let see how it works.

**Mrs. Culbertson:** So moved, seconded by Mrs. Zavala. Motion carried unanimously.

### **DIRECTOR'S UPDATE**

**Ms. Leal:** We received a \$2,500 grant from Chevron to spend on a 3D printer, so I brought these little things to show you. SJVLS got a grant for two 3D printers so they are being checked out among the ten districts. Nathan made these little goodies for us, these things took 45 minutes to make and these took like five to six minutes to do. We have bought the filament which is just a string that goes into it you guys will have to look at when you come over there.

**Mr. Chavez:** Do you think you can do a show and tell?

**Ms. Leal:** Yes, we are going to be rolling out some programing with that. Nathan was able to get us two more so we will have one here and one over there at Coalinga. It was all free money but it does cost us money for the filament. We have been looking at some stuff and I think Nathan said that Fresno County says if it is bigger than a bread box or a 3X3 they would have to pay. I don't want to charge too much, but I don't want people to be coming in and doing big things and using \$10 to \$15 worth of product and do it for free.

**Mr. Chavez:** Yes.

**Ms. Leal:** That is something we are going to have to figure out. I am hoping to get done by Thanksgiving break that way the kids can come in and have some programs with it or Christmas break for sure. We also got a VR grant and next time you guys are over at the library you can play with that. We got the computer glasses that you put on that makes you think that you are in the room. We will use it for educational purposes. I think that was a \$2,500 or a \$3,000 grant. I had a meeting with Mayor Ray Leon and he had some ideas for the library and concerns and we talked about that. He wants to come the third Wednesday of every month and read bilingual stories to the children. He will be starting next week. That is something he wanted to start. One thing I don't do is turn anybody away that is willing to help us. Kinder thru second grade have been coming to the library one or twice a week in Coalinga. Bonnie Pinto reads to them and she is a great story teller. She does a story for them then they do a little activity. Hilda went to Back to School Night for the high school parents in Coalinga. I guess they brought a bus with Huron parents so they can attend as well. She took some fliers and other information and she will be attending Back to School Night for the students as well. Jackie just informed me since I was gone today we will be starting the audit.

**Ms. Collings:** On September 21 he will be at Marc Scott's office and September 22 with us at the Coalinga Library.

**Ms. Leal:** Anything else, do you guys have any questions?

**Mr. Chavez:** We need to fix the ADA door here in Huron.

**Ms. Leal:** This one is not working either?

**Mrs. Culbertson:** It doesn't work.

**Ms. Collings:** Okay this is what happened, the door kept opening because the shut off button was never turned off; I turned it off and forgot to tell Melba about it.

**Mr. Chavez:** The button is broken you can see inside.

**Mrs. McHaney:** The plate itself it busted.

**Ms. Leal:** Okay.

**Mr. Chavez:** It's because the kids outside are playing with it so we need to put a sign, but we also have the cameras.

**Ms. Leal:** Yes the Coalinga one was broken as well and Jackie got somebody to come fix it this week. We will get on that as soon as possible.

**Mr. Chavez:** Also check the one in Coalinga because we can get fined for it not working.

**Ms. Leal:** Yes they just came to fix it this week.

**Ms. Collings:** He came on Thursday and did what he needed to do to get it working that same day cost us \$600, but he got it to work.

**Ms. Leal:** Better than a fine.

**Mr. Chavez:** Let's put a sign there saying if they break it they pay for it.

**Ms. Leal:** We are watching please don't play with it we will come up with a sign.

## **BOARD MEMBER REPORT**

**Mrs. Zavala:** I have nothing.

**Mrs. Culbertson:** I attended one of the outdoor movie nights it was a lot of fun thank you guys for all of your work.

**Ms. Leal:** You're welcome and we have just about everything for them to do it her. We just need to get them the screen so they will be able to do it here too.

**Mrs. McHaney:** Ray is going to start a community garden here too.

**Ms. Leal:** We already gave you some stuff right for the seed library?

**Mrs. McHaney:** He gave me some ideas were it is going to be at and he said when he gets closer to getting his boxes he would let me know.

**Ms. Leal:** But David got some stuff together for you right?

**Mrs. McHaney:** Yes.

**Mr. Chavez:** Why don't we start using the planters over here if he is going to be doing that and that way they can do it right here?

**Mrs. Zavala:** It is not big enough.

**Ms. Leal:** It is not big enough to grow squash and tomatoes.

**Mr. Chavez:** Is that what it is?

**Ms. Leal:** Yes.

**Mrs. McHaney:** And whatever else that can be grown in the winter.

**Ms. Leal:** Did he say where it is going to be?

**Mrs. McHaney:** He had two places that he was talking about and I am not going to say either one of them because I may be wrong, he was also talking about trying to do a museum.

**Ms. Leal:** Okay.

**Mr. Chavez:** Just remember they have to pay for the water.

**Mrs. McHaney:** Nathan gave him some ideas and said there were charging \$25 it turned out that is not enough.

**Mrs. Zavala:** Their community garden?

**Ms. Collings:** Water in Huron is expensive.

**Mrs. McHaney:** That was not enough.

#### **PUBLIC COMMENTS – Open and Closed Session**

No Public Comments

#### **CLOSED SESSION**

- CS-1 Conference with Labor Negotiator – Gov. Code #54957.6 Employee Organizations: Local 39, Stationary Engineers.

#### **REPORT FROM CLOSED SESSION**

**Mr. Chavez:** We are back in session and there is nothing to report.

#### **ADJOURNMENT**

**Mr. Chavez:** I would like a motion to adjourn?

**Mrs. Culbertson:** So moved, seconded by Mrs. Zavala. Motion carried unanimously. Meeting was adjourned at 6:02 p.m.

**DATE OF THE NEXT REGULAR MEETING:** The next regular board meeting is Tuesday, October 10, 2017 at 5:30 P.M. at the Coalinga Branch Library.