

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF TRUSTEES OF THE  
COALINGA-HURON LIBRARY DISTRICT  
Tuesday, June 14, 2016 5:30 p.m.  
Coalinga Library Program Room**

---

**TRUSTEES PRESENT:** Mr. Whitwill, President; Mr. Crawford, Vice-President; Mr. Chavez, Clerk; Mr. Albrecht, Trustee; Ms. Zavala, 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. 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. Albrecht. 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 May/June 2016 checks 014668 thru 014712 in the amount of \$72,759.57 of which payroll was \$42,181.46.
- C-2 Approval of minutes for Board Meeting held on May 10, 2016.

**Mr. Whitwill:** Anything that needs to be withdrawn? I need a motion?

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

**ACTION ITEMS**

- A-1 Approval of Resolution – 1, Monterey County Parcel Tax

Ms. Leal: It is that time of year again to get all the updates in so we can get parcel tax funds. I will read it since we have to get a roll call vote and to make it proper. (Ms. Leal read the following document).

RESOLUTION 2017-1

BEFORE THE BOARD OF TRUSTEES

OF THE COALINGA-HURON LIBRARY DISTRICT

FRESNO, MONTEREY, AND SAN BENITO COUNTIES, CALIFORNIA

In the matter of )  
Certifying Compliance with State Law )  
with respect to the levying of general )  
and special taxes, assessments, and )  
property-related fees and charges. )

---

**WHEREAS**, the Coalinga – Huron Library District, (“Public Agency”) requests that the Monterey County Auditor-Controller enter those general or special taxes, assessments, or property-related fees or charges identified in Exhibit “A” on the tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2016-2017.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Public Agency hereby certifies that it has, without limitation, complied with all the legal procedures and requirements necessary for the levying and imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit “A”, regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statutes, or in the applicable decisional law of the State of California.

2. The Public Agency further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees, and agents, the Public Agency shall be solely liable and responsible for defending, at its sole expense, cost, and risk, each and every action, suit, or other proceeding brought against the County of Monterey, its officers,

employees, and agents for every claim, demand or challenge to the levying or imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit “A” and that it shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees, and agents on every such action, suit, or other proceeding, including all claims for refunds and interest thereon, legal fees and court costs, and administrative expenses of the County of Monterey to correct the tax rolls.

**PASSED AND ADOPTED** this 14<sup>th</sup> day of June, 2016, upon motion of \_\_\_\_\_, seconded by \_\_\_\_\_, and carried by the following vote, to wit:

**Mr. Whitwill:** Okay.

**Mr. Chavez:** I make a motion to approve the resolution.

**Mr. Albrecht:** I second.

**Mr. Whitwill:** Roll call please.

**Ms. Leal:** Mr. Chavez

**Mr. Chavez:** Yes

**Ms. Leal:** Mr. Albrecht

**Mr. Albrecht:** Yes

**Ms. Leal:** Mr. Whitwill

**Mr. Whitwill:** Yes

**Ms. Leal:** Mr. Crawford

**Mr. Crawford:** Yes

**Ms. Leal:** Ms. Zavala

**Ms. Zavala:** Yes

**Mr. Whitwill:** Okay motion passed.

**Mr. Chavez:** We can waive the reading of the next ones because they are all the same.

**Mr. Whitwill:** Yes, but we still need to vote on each one though.

**Mr. Albrecht:** Except for the name of the county.

**Mr. Whitwill:** So we will waive the reading.

- A-2 Approval of Resolution 2016 – 2, San Benito County Parcel Tax

**Mr. Albrecht:** I make the motion to approve San Benito County,

**Mr. Crawford:** Second

Mr. Whitwill: A motion was made by Mr. Albrecht and seconded by Mr. Crawford.

**Ms. Leal:** Roll Call, Mr. Chavez

**Mr. Chavez:** Yes

**Ms. Leal:** Mr. Albrecht

**Mr. Albrecht:** Yes

**Ms. Leal:** Mr. Whitwill

**Mr. Whitwill:** Yes

**Ms. Leal:** Mr. Crawford

**Mr. Crawford:** Yes

**Ms. Leal:** Ms. Zavala

**Ms. Zavala:** Yes

- A-3 Approval of Resolution 2016 – 3, Fresno County Parcel Tax

**Mr. Whitwill:** Need a motion for A-3?

**Mr. Chavez:** I make a motion

**Ms. Zavala:** I second

**Mr. Whitwill:** Motion by Mr. Chavez seconded by Ms. Zavala.

**Ms. Leal:** Mr. Chavez

**Mr. Chavez:** Yes

**Ms. Leal:** Mr. Albrecht

**Mr. Albrecht:** Yes

**Ms. Leal:** Mr. Whitwill

**Mr. Whitwill:** Yes

**Ms. Leal:** Mr. Crawford

**Mr. Crawford:** Yes

**Ms. Leal:** Ms. Zavala

**Ms. Zavala:** Yes

- A-4 CHPRD Partnership – 2016 Farmer’s Market

**Ms. Leal:** This has been going on for a couple of meetings. We have been speaking about possibly helping to sponsor the Coalinga Park and Recreation Department events at the Farmers Market. The first time I asked it was for the movies, but actually the movies are sponsored by Chevron. Chevron is not sponsoring the movies at all this year business it is kind of rough for them this year. The other one we have talked about doing is for the entertainment. The two sheets that are in front of you are the budget of what it is going to cost; they also sent a flyer which would be similar to this with our name up at the top. Of course there is no way we can do the whole amount. The movies are \$5,575 and for the entertainment it comes out to \$3,350. I don’t know if you are interested in helping sponsor with a blank amount, or a certain amount, or at all.

**Mr. Chavez:** I have a problem doing that Mary because that is tax money that we are giving away.

**Ms. Zavala:** I thought they just wanted to use our license number.

**Ms. Leal:** What started all of this was they came in and ask how much we paid for movies because we have a movie license and I don’t remember how much it was I am going to say it is like \$1,500 for both libraries. Then they asked me how we got away with that and I said; I don’t know. Then they came back in and said that they have more people and that is why they have to pay between three to four hundred dollars. They asked me if we were interested in helping sponsor some of it and I said I would ask. That is how all of this came about.

**Mr. Chavez:** When it comes to giving money away I have a problem with it. I called you about it and it is good that we are all here to talk about it, but that is just my opinion. This is tax money.

**Mr. Whitwill:** That is the same concern I have about it also.

**Mr. Chavez:** If they wanted to use our license or something like that I would not have a problem.

**Ms. Zavala:** I would not mind letting them borrow it or whatever.

**Mr. Whitwill:** On the other hand it is good PR in the sense of working with another entity because the Rec. Dept. is financed by tax money also. We are similar in that regard.

**Mr. Crawford:** To me it is a lot of money.

**Mr. Whitwill:** We would not do all of it. We can decide to contribute something towards the cause. My first thought initially was I saw these numbers we can split the cost with them, but that is pretty expensive advertising. I don't know if I would be against doing something.

**Mr. Chavez:** The question is why we are doing that if we show movies here.

**Mr. Whitwill:** We do movies here.

**Mr. Crawford:** I mean I can see what they are trying to do with the farmers market and they are trying to do the concerts too. I know they got money that has been donated to them that can handle this type of stuff and I know the people that did donate that could be perfect.

**Ms. Zavala:** They did already start and they had a great turn out last Friday in Huron.

**Mr. Whitwill:** Their movie thing is a separate deal.

**Ms. Zavala:** It's like every other Friday or something like that.

**Ms. Leal:** I think that they do show movies at the farmers market. It might be different in Huron.

**Ms. Zavala:** Do they?

**Mr. Whitwill:** But this is not farmers market.

**Ms. Leal:** That is for the movies. That is for the movies that they show.

**Ms. Zavala:** So many for Huron and so many for Coalinga.

**Mr. Chavez:** Last thing we need is people coming over here and saying we are giving money away.

**Mr. Whitwill:** What do you all want to do?

**Mr. Chavez:** We will just decline it.

**Ms. Leal:** We table it for lack of motion

**Mr. Whitwill:** Do I have a motion?

**Mr. Chavez:** I deny the motion

**Mr. Whitwill:** Deny for lack of motion.

**Ms. Leal:** Tabled for lack of motion.

- A-5 Meeting Board Policy #1203 Amendment (First Reading)

**Ms. Leal:** I sent this to you via email it's just something really short according to legal he suggested that we add it to our board policy that we can do teleconferences.

**Mr. Whitwill:** If necessary.

**Ms. Leal:** If we need them. It does say; "*The Board of Trustees shall meet as required by law and shall hold other meetings deemed necessary by the Board for the proper control and management of the Library District.*

*Unless otherwise ordered by the Board, one regular meeting shall be held each month. Date, time and place of this meeting shall be established at the beginning of each fiscal year.*

*Board Members are permitted to attend the meetings via speaker telephone .*

*The agenda for any regular meeting shall be posted at least 72 hours prior to the time of the meeting.*

*Adjourned Meetings: A majority vote by the Board may adjourn any meeting at any place in the agenda."*

So, basically the only two things I added was that you can have teleconference meetings and that the meetings are scheduled at the beginning of each fiscal year. I don't remember what it was before, but I changed it to that.

**Mr. Whitwill:** It's the first reading so we are not required to vote on that.

**Mr. Albrecht:** We need to add to that we need a quorum present?

**Ms. Leal:** At the last meeting we all thought that less is best.

**Mr. Chavez:** Yes.

**Ms. Leal:** So we decided not to put that in there so we don't tie ourselves into something that we are not able to meet.

**Mr. Chavez:** It depends like I said at the last meeting there are a lot of cities that have their meetings in different places. As long as they post it they can decide where it is going to be.

**Mr. Whitwill:** So a quorum does not mean physically present then?

**Mr. Chavez:** No.

**Ms. Leal:** We have SJVLS meetings every couple of months that are all teleconference.

- A-6 Approval of 2016-2017 Meeting Schedule

**Ms. Leal:** You were all sent a copy of the proposed meeting schedule. What we did was we just worked off what the school board does. We kept the same dates and did the second Tuesday of each month which is the first meeting.

**Ms. Zavala:** Same time

**Ms. Leal:** 5:30 P.M. yes.

**Ms. Zavala:** I know that there were some complaints as far as we don't give the library enough time we have to rush through these meetings to get to the other meeting.

**Mr. Whitwill:** We give it enough time that is appropriate if it takes longer it takes longer we have done that.

**Mr. Chavez:** Before it used to be at 5:45 and we moved it to 5:30 for the same reason.

**Ms. Zavala:** Okay.

**Mr. Whitwill:** When we have gone over we just started the other one late. Need a motion?

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

## **DIRECTOR'S UPDATE**

**Ms. Leal:** Every single full time staff member has a program in the evenings. Sometimes it's twice a month sometimes it's once a month. We are trying to boost up our programs. Summer Reading starts this Saturday the theme is "READ FOR THE WIN" it is centered around sports and physical activities. Coalinga and Huron are both having their Summer Reading Programs on Saturday at 10 A.M. Huron sometimes will have them at 1 P.M. We have programs lined up; Zumba, puppet show, this Saturday is a melodrama and is very interactive with the audience. We will also have a physical trainer we have everything all set and we have been doing publicity

with schools to get the kids to come in and it also came out in the Chamber Blast. Everything is done we are just ready to kick it off on Saturday because that is our biggest number event.

I have not contacted anybody about the new addition for the Huron Library I did not have to do it until the next fiscal year. I was just telling Jackie that it is time to get all the stuff together for this year's audit. We are just trying to close up this fiscal year and get all the bills paid that need to get paid.

## **BOARD MEMBER REPORT**

Mr. Chavez: I am glad I made it to the meeting I hope I can make it to the next one because it is very important for me to attend them.

Mr. Albrecht: Nothing

Mr. Crawford: Not tonight.

Ms. Zavala: I have nothing.

Mr. Whitwill: and I have nothing.

## **PUBLIC COMMENTS**

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

## **ADJOURNMENT**

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

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

**DATE OF THE NEXT REGULAR MEETING:** The next regular board meeting is Tuesday, July 26, 2016 at 5:30 p.m. at the Huron Library