

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday July 23, 2024, 5:30 p.m.
Huron Branch Library – Program Room**

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

TRUSTEES ABSENT: Mr. Chavez, Vice-President; Mr. Diaz, 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. Crawford called the meeting to order at 5:30 P.M.

Roll Call: Board members present: Lisa Culbertson, Roger Campbell, and Tom Crawford

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

Approval of Agenda: Mr. Campbell moved to approve the agenda, seconded by Mrs. Culbertson. Motion carried unanimously.

II. CONSENT AGENDA

- C-1 Approval of June 2024 checks 18293 thru 18326 in the amount of \$108,408.25 of which payroll was \$52,995.75.
- C-2 Approval of minutes for Board Meeting held on June 11, 2024.
- C-3 Approval of minutes for Special Meeting held on June 18, 2024.

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

III. PUBLIC COMMENTS

No Public comments, but Mr. Vosburg sent a letter to all Board members.

IV. CLOSED SESSION

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

Went into closed session at 5:36 P.M.

Returned from closed session at 5:58 P.M. with nothing to report.

V. ACTION ITEMS

- A-1 Approval of Young Adult Service Specialist Job Description

Ms. Leal: We currently have a Children’s Specialist and an Adult Specialist. The person that I have doing Young Adult Services right now is our current cataloger and her job duties have doubled. I have shared the job description with you and our HR consultant has looked at it and she has updated the application. I am hoping to get an approval to go ahead and hire a Young Adult Specialist. It is a brand-new position this is why I am asking you to approve the new job description. The union is not happy that I am doing this, I need to remind the union and yourselves that I run the library. I am asking you, have you ever had to get permission from the union to hire anyone at the school.

Mr. Campbell: No, but we have to get permission from the union to establish a job description.

Ms. Leal: They said for me to cease and desist. I said, you’re putting the cart before the horse. First, let me have this position approved by the board then once it is approved then we will discuss the job description. They said, I had to send it to them before I brought it to the board.

Mrs. Culbertson: Usually when you hire somebody the job description would come first.

Ms. Leal: Correct, and that is what I am sharing with you guys right now.

Mrs. Culbertson: But you have not discussed the job description with the union.

Ms. Leal: Not yet, because I thought I had to bring it to you first.

Mrs. Culbertson: I just think its backwards.

Mr. Campbell: I agree.

Mrs. Culbertson: I am not saying we don’t need the position.

Mr. Campbell: When the school district wanted to bring a position in transportation, they took it to the union and together they designed the job description. Once they met with them and signed off on the job description, then the job description came to the board. When you pass a job description you are basically saying, yes we approve this position.

Ms. Leal: Okay.

Mr. Campbell: In my case I wasn’t in favor of it, so I voted no on it because I didn’t want the position.

Ms. Leal: I apologize then, I have never in the twelve years that I have worked here had to run a position through the union.

Mr. Campbell: You have to be the driving force into getting what you want on this job description.

Ms. Leal: Got it. What happens if I don’t agree with their recommendations.

Mrs. Culbertson: You guys have to work it out.

Mr. Campbell: Moves to table the job description and hopefully we can bring it back next board meeting.

Ms. Leal: I am in the process of hiring a part-time position for the Huron Library. That position is an old position that we had not filled since before the pandemic. I can just hire that person without letting the union know correct.

Mr. Campbell: As far as I know yes you can.

Mrs. Culbertson: The way we do it every board meeting we have a personal list, and the board approves it before that person starts working. Usually they put the name, job title, number of hours, date it is effective, but it usually not effective until the board approves it.

Ms. Leal: I have done that before for new hires. I can post the job now as long as I do all the formalities before the person starts.

Mr. Campbell: In August you can do all of that if you have the person by then.

Ms. Leal: I don't know if I will have somebody by then, but I will work on it. Thank you.

Action Item 1 has been tabled.

- A-2 Grand Jury Report dated July 17th, 2024, Response Required

Mr. Campbell: Correct me if I am wrong, but this was not just directed to the library district, but to other agencies as well.

Ms. Leal: Correct. This is what I want to share on the record. In April, they approached me. The grand jury are looking at all the special districts and our website is out of compliance. I asked how I was out of compliance, they said I need a couple of things to be done. We have a new website provider and they also said we were out of compliance. I let them know I was going to bring it up to the Board and they said I could not because this was completely confidential until the letter and the findings are released. If you notice, there are 41 districts out of compliance and there are a couple in Coalinga. They let me know me not to worry about. A letter from the board needs to be turned in by December. The main things we were out of compliance was posting the agenda and board minutes.

Mr. Crawford: Did you get a letter a year ago stating you needed to do that?

Ms. Leal: It started in April this year.

No action on A-2

VI. DIRECTOR UPDATE

- Citizen review panel – Measure B

I am part of a Citizen Review Panel; it is somebody from each district. They were also subjected to a grand jury report as well. They said that a citizen review panel should approve everything Measure B funds are spent on. It is not a governing body it is a

review panel, if they had to review everything Measure B is spent on nothing would ever get done.

Mrs. Culbertson: Isn't there a committee that reviews the expenditures?

Ms. Leal: Yes, that is the citizens review committee. I have a meeting that I attend every three months. I take them the budget and I tell them what Measure B is being spent on. With that being said at the last meeting I did let them know about the newspaper articles. I said point blank, I am embarrassed that I have to tell you about these articles that have been published in the newspaper. I am not embarrassed of what I have done, I have nothing to hide because I have not done anything wrong. They are bashing the library, and these newspaper articles are bashing me and the board. After the first article I said this is the way it is, but after the second article they are bashing the library, me, and you guys I thought it was time to let you know (the review panel). I did not want you to hear this from somebody else, and if you want to see any documentation or information feel free to email or call me. Some of them did approach me after the meeting and asked why the publisher was anonymous and how come there is no byline. I said I did not know; they said any journalist should have had that included in the newspaper. Any journalist should of came to you and asked for your side of the story.

Mr. Campbell: What articles are you talking about I don't read the newspaper.

Ms. Leal: There have been two articles written in the Coalinga Press have you seen those?

Mr. Campbell: No, I don't look at that stuff.

Ms. Leal: I can send them to you if you like.

Mr. Campbell: Send them my way.

Ms. Leal: They asked me if I was going to give them my side of the story. After the first one came out, I felt I should just let it go. I said, I am a better person than that. I am a professional and I don't need to go down to their level. The staff has shared that they did not want their letters in the newspaper. If you read it at a public meeting it is public knowledge. Now that the second letter came out, I take it personal. With your permission, Mr. Crawford and I talked about this because he is the president. He came to the library, and we talked about this, when all union negotiations are done, I will put in exactly what has happened. I hope I have your approval on that. I will put in, this is the raise they got etc. No where on these articles does it talk about their insurance or their days off. They get 44 paid days off a year, which is two months. No where in that article did it say anything about their vacation days, sick leave, and retirement, the article is very skewed.

Mrs. Culbertson: It is one sided.

Ms. Leal: I feel it is time for all of these things to come out, but it will happen when union negotiations are over. I will sign my name and if you want to endorse it as the board it is up to you. It will be factual, and I will have you read it before I post it. With all this negative publicity do they think that Measure B is going to pass again, do they feel it is going to sway the opinion of the board. We are all professionals we know right from wrong.

Mrs. Culbertson: She is doing the same thing to the school district.

Ms. Leal: I am sorry about that. As elective officials, I am not elected but you know what I mean that is all part of the game, but there is a right and wrong, to me this is bordering on slander.

Mrs. Culbertson: She does mention me on one of the articles.

Ms. Leal: I am so sorry as she does me. It is very unethical, at what point is it enough.

VII. BOARD MEMBER REPORT

No Board Member Report.

VIII. ADJOURNMENT

Mr. Crawford asked for a motion to adjourn. Mr. Campbell moved, seconded by Mrs. Culbertson. Motion carried unanimously. Meeting was adjourned at 6:20 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, August 13, 2024, at 5:30 P.M. at the Coalinga Library Program Room.