

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday November 12, 2024, 5:30 p.m.
Coalinga Library – Program Room**

TRUSTEES PRESENT: Mr. Crawford, President; Mr. Chavez, Vice-President; Mr. Campbell Clerk; Mrs. Culbertson, Trustee; 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, Francisco Chavez, Jose Diaz, and Tom Crawford

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

Approval of Agenda: Mr. Chavez moved to approve the agenda, seconded by Mr. Diaz. Motion carried unanimously.

II. CONSENT AGENDA

- C-1 Approval of October 2024 checks 18431 thru 18468 in the amount of \$104,642.09 of which payroll was \$55,322.92.
- C-2 Approval of minutes for Board Meeting held on October 8, 2024.

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

III. PUBLIC COMMENTS

No public comments.

IV. CLOSED SESSION

- CS-1 Personnel Matter-Director of Library Services Contract/Extension: Government Code 54957.

Went into closed session at 5:33pm returned at 5:48pm.

Nothing to report.

V. ACTION ITEMS

- A-1 Approval of CHLD 2022-2023 Audit Presented by Jaribu Nelson

Mr. Nelson: I conducted your audit with the help of Ms. Leal, Mrs. Collings, and Mr. Henderson's office. This was an independent audit report which is a modified report, which means it was a clean opinion. No issues in everything requested.

Financial Highlights

- ✓ The District's assets exceed liabilities by \$7,842,383 as of June 30, 2023. Of this amount, unrestricted net position of \$383,918 may be used to meet the District's ongoing obligations to customers and creditors.
- ✓ Total net position increased by \$446,233 for the year ended June 30, 2023. For the year ended June 30, 2022, the total net position increased by \$199,522.
- ✓ For the year ending June 30, 2023, the District's governmental fund reported an ending fund balance of \$4,026,510, an increase of \$445,310 from the beginning fund balance. Of this amount, \$821,913 is unassigned and available for spending and the remaining amounts are restricted for Measure B expenditures, \$3,152,223, and \$52,374 is restricted for San Joaquin Valley Library System Technology Reserve expenditures. For the year ending on June 30, 2022, the District's governmental fund reported an ending fund balance of \$3,584,859 of which \$1,064,440 was unassigned and available for spending.
- ✓ During the current year, the District's net fixed assets decreased by \$96,977. This decrease was mainly attributable to depreciation expense, resulting in an increase in accumulated depreciation of \$130,402 bringing accumulated depreciation to a total of \$1,344,165. Depreciation expenses for the year ending June 30, 2023, were \$130,402. Depreciation expenses for the year ended June 30, 2022, equaled \$127,465.
- ✓ Total liabilities increased by \$384,891 during the year ended June 30, 2023. This increase is attributable to an increase in the District's net pension liabilities.

Deferred Inflows or Resources

- ✓ Deferred inflows related to pensions (2023) \$20,500 (2022) \$304,012 Change (\$283,512)


I am satisfied with the financial growth of the district. Any questions from the board.

Mr. Chavez: Do we have any increases?

Mr. Nelson: You do have a modest increase in library services. If you would like any additional information I can send them to you.

Mr. Crawford asked for a motion to approve. Mr. Chavez moved to approve the 2022-2023 audit, seconded by Mr. Diaz. Motion carried unanimously.

- A-2 Approval of Resolution Meeting December 17, 2024



Ms. Leal: The resolution to the board is something we do every year. I did date it for the 17th because we are hoping we will move the meeting to that date.

Mr. Chavez: We need to correct the resolution due to a mistake on the date.

Ms. Leal: Okay. Mr. Crawford please come by sometime next week to sign a clean copy of the resolution.

Mr. Crawford asked for a motion to approve. Mr. Chavez moved to approve the resolution, seconded by Mr. Diaz.

Roll Call

Mr. Campbell: Yes.

Mrs. Culbertson: Yes.

Mr. Crawford: Yes.

Mr. Chavez: Yes.

Mr. Diaz: Yes.

Motion carried unanimously.

- A-3 Approval of DLS Contract

Mr. Campbell: I make a motion that we approve the presented contract with changing the 194 hours of vacation to 200 hours per year.

Mr. Crawford asked for a motion to approve with the change. Mr. Campbell moved to approve the A-3, seconded by Mrs. Culbertson.

Roll Call

Mr. Campbell: Yes.

Mrs. Culbertson: Yes.

Mr. Crawford: Yes.

Mr. Chavez: No.

Mr. Diaz: Yes.

Motion carried unanimously.

Mr. Chavez: Reason why I am saying no is, I believe that people that have contracts should negotiate their contract. Nothing personal against you. You need to negotiate separately to what the other employees are getting.

Mr. Campbell: In a sense she did negotiate her contract because her contract says between her and the board, she can negotiate a raise anytime.

Ms. Leal: Correct.

- A-4 December meeting date change – December 17, 2024

Ms. Leal: Because of the election and the results, we need to move the board meeting to December 17th. I believe the school board has moved the meeting to the 17th as well.

Mr. Crawford asked for a motion to approve. Mr. Campbell moved to approve the A-1, seconded by Mr. Chavez. Motion carried unanimously.

VI. DIRECTOR'S UPDATE

- ✓ Been on vacations for two weeks then went to CLA conference and I would like to thank Mrs. Collings and the staff for keeping things going at the library.
- ✓ Hope everyone was safe during yesterday's storms.

VII. BOARD MEMBER REPORT

Mr. Campbell: Nothing to report.

Mrs. Culbertson: Nothing to report.

Mr. Chavez: Nothing to report.

Mr. Diaz: Nothing to report.

Mr. Crawford: Nothing to report.

VIII. ADJOURNMENT

Mr. Crawford asked for a motion to adjourn. Mr. Chavez moved, seconded by Mr. Diaz. Motion carried unanimously. Meeting was adjourned at 6:03 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, December 17, 2024, at 5:30 P.M. at the Coalinga Branch Library.