

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday December 12, 2023, 5:30 p.m.
Coalinga Library – Program Room**

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

TRUSTEES ABSENT: Mr. Diaz, Trustee

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

ADMINISTRATION ABSENT: Ms. Jacqueline Collings, Administrative Assistant

I. OPEN SESSION/CALL TO ORDER

Call to Order: President Mr. Chavez called the meeting to order at 5:30 P.M.

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

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

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

II. CONSENT AGENDA

- C-1 Approval of November 2023 checks 18046 thru 18079 in the amount of \$95,408.92 of which payroll was \$51,162.92.
- C-2 Approval of minutes for Board Meeting held on November 14, 2023.

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

III. PUBLIC COMMENTS

No public comments

IV. ACTION ITEMS

- A-1 Approval of TETER Construction Renovation Contract at Coalinga Library.

Ms. Leal: Read and explained to the Board members the Professional Services Agreement from TETER. There were some things that Mr. Rosenlieb and I thought should be changed. This is the updated copy.

Mr. Chavez: This is not to exceed the 2.5 million budget, correct?

Ms. Leal: Correct Let's review it together.

Mr. Chavez: Is this the only company you reached out to, to get a proposal?

Ms. Leal: Yes, because Bob Siegreist has worked with us in the past.

Mr. Campbell: We are not bound by law like the school district where we have to go bid?

Ms. Leal: No, I asked our attorney. This is just the architect. When we are ready to go to bid for contractors Mr. Hale will handle that part.

Mr. Campbell: This \$328,000 is just for the architect and I thought we said three million for the project.

Ms. Leal: The budget for the project is three million.

Mr. Campbell: All we are doing tonight is agreeing to the architectural cost.

Ms. Leal: Yes Sir.

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

- A-2 Election of Board President
This being the organizational meeting, the Director of Library Services will ask for nominations for Board President.

Ms. Leal opened nomination for Board President.

Mr. Chavez nominated Mr. Crawford for Board President, seconded by Mr. Campbell.

Motion carried unanimously.

Ms. Leal: We have to be diligent for when we have to do union negotiations.

Mr. Chavez: I think when we have to vote on personnel, we can do like the school does and I can take care of that part.

- A-3 Election of Board Vice-President
Following the election of Board President, the Meeting will be turned over to the newly elected Board President and he/she will ask for nominations for Board Vice-President.

Mr. Crawford opened nominations for Board Vice-President.

Mr. Campbell nominated Mr. Chavez for Board Vice-President, seconded by Mrs. Culbertson.

Motion carried unanimously.

- A-4 Election of Board Clerk
The President will ask for nominations for Board Clerk

Mr. Crawford opened nomination for Board Clerk.

Mrs. Culbertson nominated Mr. Campbell for Board Clerk, seconded by Mr. Chavez.

Motion carried unanimously.

V. DIRECTOR'S UPDATE

- Coalinga and Huron Libraries will be doing some Winter Activities throughout the Winter Break.
- We are participating in Wine Walk Event. The tree upfront is being raffled off with this event. No wine will be served here. We are selling tickets here.

VI. BOARD MEMBER REPORT

Mr. Culbertson: Merry Christmas and Happy New Year to everyone.

Mr. Campbell: Merry Christmas and Happy New Year to everyone.

Mr. Chavez: Merry Christmas and Happy New Year to everyone.

Mr. Crawford: Merry Christmas and Happy New Year to everyone.

VII. ADJOURNMENT

Mr. Crawford asked for a motion to adjourn. Mr. Chavez moved, seconded by Mrs. Culbertson.

Motion carried unanimously. Meeting was adjourned at 5:48 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, January 23, 2024 at 5:30 P.M. at the Huron Branch Library.