MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday June 09, 2026, 5:30 p.m.
Coalinga Library – Program Room

TRUSTEES PRESENT: President Crawford, Vice President Diaz, Trustee Chavez, Trustee Davison, Trustee Campbell (5:30 PM)

TRUSTEES ABSENT: Vice President Diaz, Trustee Chavez

ADMINISRATION PRESENT: Ms. Jeannette Davis, Director of Library Services; Mr. Nathan Vosburg, IT Analyst

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: Tom Crawford, Roger Campbell, and Spencer Davison

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

CHANGES TO THE AGENDA:

President Crawford requested that Agenda Items A2, A3, and A4 be considered prior to Agenda Item A1.

Motion: Moved by Davison, seconded by Campbell, to approve the agenda modification.
Vote: Motion carried 3-0.

APPROVAL OF THE AGENDA:

Mr. Davison moved to approve the agenda as amended. The motion was seconded by Mr. Campbell.

Vote: Motion carried unanimously (3-0).

II. PUBLIC COMMENTS

Director Jeannette Davies introduced the Library District's new Children's Specialist, Victoria

Alfaro. Ms. Alfaro provided a brief introduction and shared information about her background.

III. CONSENT AGENDA

Trustee Davison asked to pull item C-5 for separate consideration

C-1 Approval of May 2026 checks 19099 through 19116 in the amount of $71,717.70 which payroll was $58,818.24 (CVT will be paid in early June.)

C-2 Approval of minutes for board meeting held on May 12, 2026

C-3 Approval of 2026-2027 CHLD Board of Trustee Meetings

C-4 New Hire Children's Specialist Victoria Alfaro

Motion was made by Campbell to approve Items C-1 – C4 seconded by Davison

Vote: Motion carried (3-0)

C-5 Accept and pay invoice #215 from Law Office of C.W. Hine

The Board discussed concerns regarding the level of detail included on the submitted invoice, specifically that it identified individual staff members. It was suggested that future invoices be submitted in a generalized format without listing employee names. Discussion also included whether supporting invoices should be included in the regular Board packet and whether legal counsel should be consulted regarding confidentiality and public records requirements.

Trustee Campbell stated for the record that he was not in favor of including this type of invoice in the Board packet and requested that the item be removed. Trustee Campbell also noted that, because the invoice had already been included in the Board packet, it had become a public document.

Trustee Davison moved to approve Agenda Item C-5. President Crawford seconded the motion.

Vote: Motion carried (2-1), with Trustee Campbell voting No

IV. ACTION ITEMS

A-2 Approval of Resolution 2026-27 - 1, Fresno County Parcel Tax

Trustee Davison moved to approve Resolution No. 2026-27-1, Fresno County Parcel Tax. Trustee Campbell seconded the motion.

Roll Call Vote:

- President Crawford – Yes

- Trustee Campbell – Yes
- Trustee Davison – Yes

Result: Motion carried unanimously, 3-0.

A-3 Approval of Resolution 2026-27 - 2, Monterey County Parcel Tax

Trustee Davison moved to approve Resolution No. 2026-27-2, Monterey County Parcel Tax. Trustee Campbell seconded the motion.

Roll Call Vote:

- President Crawford – Yes
- Trustee Campbell – Yes
- Trustee Davison – Yes

Result: Motion carried unanimously, 3-0.

A-4 Approval of Resolution 2026-27 – 3, San Benito County Parcel Tax

Trustee Davison moved to approve Resolution No. 2026-27-3, San Benito County Parcel Tax. Trustee Campbell seconded the motion.

Roll Call Vote:

- President Crawford – Yes
- Trustee Campbell – Yes
- Trustee Davison – Yes

Result: Motion carried unanimously, 3-0.

A-1 Approval of CHLD 2025-2026 Revised Budget

IT Analyst Vosburg presented the Revised Budget.

Discussion: Nathan Vosburg presented an overview of the proposed 2025-2026 Revised Budget, explaining that the revision incorporated actual financial data provided by the District's accountant, Henderson & Company, and reflected updated revenue and expenditure projections.

Key highlights of the presentation included:

- Revenue estimates were updated to more closely reflect actual collections, including adjustments to property tax revenues, RDA mitigation funds, sales tax, Measure B revenues, donations, and Carnegie grant funding.

- The operating revenue budget increased by approximately **$242,000** based on updated actuals and revised revenue estimates.

- Budget classifications were revised to improve accuracy, including the removal of Measure B carryover and endowment principal from operating revenue, leaving only endowment earnings reflected as revenue.
- Professional Services expenditures were increased by **$30,000** to better align with anticipated legal and consulting costs, while other expenditure categories were adjusted based on historical spending patterns.
- The presentation noted that the District has historically underestimated revenues while overestimating expenditures, resulting in a larger than anticipated fund balance.
- The revised budget reflects an unassigned General Fund balance of approximately **$1.51 million**, of which approximately **$750,000** has historically been designated by Board policy as operating reserves, leaving an estimated unrestricted balance of approximately **$760,000**.
- Capital Improvement funding remains budgeted through Measure B carryover funds. It was suggested that the Board consider establishing a separate Capital Improvement Fund in the future to improve financial reporting and project tracking.
- Mr. Vosburg advised that, based on current projections, the District's operating surplus is approximately **$161,300**. He also cautioned that upcoming salary increases, increased Medical (CVT) costs, and other rising expenses could result in deficit spending during the 2026-2027 fiscal year if revenues do not increase.
- Staff will continue working with Henderson & Company to complete the annual audit and prepare the proposed 2026-2027 budget using updated actual financial data.

Board members discussed the revised budget, maintenance expenditures, capital improvement funding needs vs actual expenses, and long-term financial planning, along with a project list that would accompany the need for capital improvements. The Board also expressed appreciation for the work completed to improve the clarity and accuracy of the District's financial reporting.

Motion to approve by Davison, second by Campbell

Result: Motion carried unanimously, 3-0.

V. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

No public comments

VI. CLOSED SESSION

No closed session items

VII. DIRECTOR’S UPDATE

Director Davies provided an update on upcoming library programs and administrative activities.

She highlighted the Summer Reading Program, noting that registration would begin with a soft launch on June 12, followed by the official kickoff event featuring a sidewalk chalk painting activity. Additional summer programs include Donuts with Dad, presented in recognition of Father's Day, educational programs by Worth Farms, and the Summer Reading Program finale featuring Reptile Ron at both the Coalinga and Huron libraries. Director Davies noted that the summer schedule offers a variety of activities centered on the theme "Plant a Seed and Read," with additional programs and prizes available throughout the summer.

Director Davies also reported that she has met with organizational **coach** Sam Chow on multiple occasions regarding ongoing initiatives. She further stated that staff have been working with Henderson’s on preparation of the District's budget and are providing documentation in support of the annual audit.

VIII. BOARD MEMBER REPORT

Mr. Crawford: Budget is easy to follow
Mr. Davison: Commented, Great job on the budget.
Mr. Campbell: Nothing to report

IX. ADJOURNMENT

Mr. Crawford asked for a motion to adjourn. Mr. Campbel moved, seconded by Mr. Davison. Motion carried unanimously (3-0). Meeting was adjourned at 6:10 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, July 28, 2026, at 5:30 P.M. at the Huron Library.