

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday May 14, 2024, 5:30 p.m.
Huron Branch Library – Program Room**

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

TRUSTEES ABSENT: Mr. Campbell Clerk; 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, Francisco Chavez, 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 Mrs. Culbertson. Motion carried unanimously.

II. CONSENT AGENDA

- C-1 Approval of April 2024 checks 18227 through 18256 in the amount of \$98,629.64 of which payroll was \$59,995.73.
- C-2 Approval of minutes for Board Meeting held on April 9, 2024.

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

III. PUBLIC COMMENTS

No public comments.

IV. CLOSED SESSION

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

- CS-2 Personnel Matter-Director of Library Services Evaluation: Government Code 54957.

Mr. Crawford nothing to report on CS-1, on CS-2 Director of Library Services Evaluation, she was given a satisfactory evaluation.

V. ACTION ITEM

- A-1 Approval of Resolution 2023-24 – 5, Fresno County Parcel Tax

Ms. Leal: It is the same form we use every year nothing really has changed if you need me to read it for you I can.

No reading required by the board.

Mr. Crawford asked for a motion to approve. Mr. Chavez moved to approve the A-1, seconded by Mrs. Culbertson.

Roll Call:

Mr. Chavez: Yes

Mrs. Culbertson: Yes

Mr. Crawford: Yes

Mr. Campbell: Absent

Mr. Diaz: Absent

Motion carried unanimously.

- A-2 Approval of Resolution 2023-24 – 6, Monterey County Parcel Tax

Mr. Crawford asked for a motion to approve. Mr. Chavez moved to approve the A-2, seconded by Mrs. Culbertson.

Roll Call:

Mr. Chavez: Yes

Mrs. Culbertson: Yes

Mr. Crawford: Yes

Mr. Campbell: Absent

Mr. Diaz: Absent

Motion carried unanimously.

- A-3 Approval of Resolution 2023-24 – 7, San Benito County Parcel Tax

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

Roll Call:

Mr. Chavez: Yes

Mrs. Culbertson: Yes

Mr. Crawford: Yes

Mr. Campbell: Absent

Mr. Diaz: Absent

Motion carried unanimously.

DISCUSSION ITEMS

- D-1 2024-2025 Budget – First reading

Ms. Leal: Everyone should have a copy of the proposed budget. Something I want to bring up to you is that right now there are no salaries paid out of Measure B money, but it is something that can be done. Total budget \$1,508,500 and the total revenue is \$6,064,000 this will have to be amended because I need to add the money to Capital Outlay if we are going to continue the construction project. I also need to put money into salaries, I did put a 4% increase in the anticipation to union negotiation. You also wanted to see what goes hand in hand with the budget, there is a separate sheet that goes with the budget that says Measure B funds.

Total as of March 2024: \$3,448,130

April 2024 (est.): \$52,000

May 2024 (est.): \$52,000

June 2024 (est.): \$52,000

Fiscal Year 2023-24: \$3,604,130

Fiscal Year 2024-25 (est.) that we will accrue: \$625,000.

Fiscal Year End 2024-25 (est.) again it's an estimated we are not really sure if this is what we will accrue: \$4,229,130.

Expenses for the fiscal year 2023-24 \$20,000 expenses that we still need to pay.

Expenses for the fiscal year 2024-25 (est.) \$80,000 for books and materials.

Total Expenses (est.) \$100,000 now this does not take into consideration when and if we spend money on the renovation or allotted to salaries.

Mr. Chavez: This is not even close to what I thought it would be.

Ms. Leal: I don't understand your question.

Mr. Chavez: I thought it would be more because of the construction.

Ms. Leal: I did not put the construction cost in there because we have not approved it. We also don't know what is going to happen with union negotiations.

- D-2 Paid Holiday Schedule for CHLD Staff

Ms. Leal: Mr. Crawford came by, and we were building the agenda, and this is something he felt that should still be on there because it is something that it has not being resolved yet. At this time this is part of the union negotiations proposal.

VI. DIRECTOR'S UPDATE

- Summer Reading program kick off is June 15th and will end August 3rd.
- Ms. Collings has been helping with the preliminary comp/class study for union negotiations.
- Class visits at the Coalinga Library.
- For the schools it is winding down for them, but we are just getting started.

VII. BOARD MEMBER REPORT

Mrs. Culbertson: Nothing to report.

Mr. Chavez: Nothing to report.

Mr. Crawford: Nothing to report.

VIII. ADJOURNMENT

Mr. Crawford asked for a motion to adjourn. Mr. Chavez moved, seconded by Mrs. Culbertson. Motion carried unanimously. Meeting was adjourned at 6:04 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, June 11, 2024, at 5:30 P.M. at the Coalinga Branch Library.