

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday September 23, 2025, 5:30 p.m.
Coalinga Library – Program Room**

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

TRUSTEES ABSENT: Mr. Diaz Clerk; Mr. Campbell, Trustee

ADMINISTRATION PRESENT: 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: Tom Crawford, Mr. Chavez, and Mr. Davison

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

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

II. CONSENT AGENDA

- C-1 Approval of August 2025 checks 18791 thru 18827 in the amount of \$141,651.54 of which payroll was \$50,524.72.
- C-2 Approval of minutes for Board Meeting held on August 12, 2025.
- C-3 Approval of minutes for Special Meeting held on August 8, 2025.

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

III. PUBLIC COMMENTS

No public comments

IV. CLOSED SESSION

- CS-1 Public Employment/Discussion (Pursuant to Government Code 54957.9)
Position: Director of Library Services

Went into closed session at: 5:33 PM

Came out of closed session at: 6:09 PM

With nothing to report.

V. ACTION ITEMS

- A-1 CSDA Conference Board Secretary/Clerk Conference in Santa Rosa, CA.

Mrs. Collings: Asked the board for permission to attend conference.

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

- A-1 Update 2025-26 Board Meeting Schedule

Mrs. Collings: Updating the Board Meeting Schedule due to October meeting being moved.

Mr. Crawford asked for a motion to approve. Mr. Chavez moved to approve A-2, seconded by Mr. Davison. Motion carried unanimously.

VI. DISCUSSION ITEMS

- D-1 Part-Time/On Call Employee

Mrs. Collings: Would like the board to think about having a part-time employee to be on call for both libraries.

Mr. Crawford: Would like to wait until the new Director start before we go on discussion this position.

VII. DIRECTOR'S UPDATE

- Tech update
- Upcoming events for both libraries
- New Hire
- Update on repairs at both libraries
- Audit has started

VIII. BOARD MEMBER REPORT

Mr. Chavez: Nothing to report.

Mr. Davison: Nothing to report.

Mr. Crawford: Nothing to report.

IX. ADJOURNMENT

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

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, October 14, 2025, at 5:30 P.M. at the Huron Branch Library.