

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
COALINGA-HURON LIBRARY DISTRICT
Tuesday December 16, 2025, 5:30 p.m.
Coalinga Library – Program Room**

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

ADMINISTRATION PRESENT: Ms. Jeannette Davies, 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: Tom Crawford, Francisco Chavez, Jose Diaz, Roger Campbell, and Spencer Davison

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

Approval of Agenda: Mr. Chavez moved to approve the agenda with correction of board minutes date error and pulling of A-5, seconded by Mr. Davison. Motion carried unanimously.

II. PUBLIC COMMENTS

Mr. Vosburg: Updates on Positive Improvements at the Library: The overall look and feel of the facility have improved, with greater attention to presentation and creating a more welcoming environment for the community. The electrical panel has been updated and repaired, allowing the lights to be turned on and off properly from the switch.

We have also had constructive and productive communication with the Director of Library Services, focusing on enhancing the patron experience and supporting well-maintained, safe spaces for both staff and the public.

III. CONSENT AGENDA

- C-1 Approval of November 2025 checks 18888 through 18941 in the amount of \$153,972.60 of which payroll was \$60,216.43.
- C-2 Approval of minutes for board meeting held on November 18, 2025.

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

IV. ACTION ITEMS

- A-1 Election of Board President
This being the organizational meeting, the Director of Library Services will ask for nominations for Board President.

Ms. Davies opened nomination for Board President.

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

Roll Call

Mr. Crawford: Yes

Mr. Chavez: Yes

Mr. Diaz: Yes

Mr. Campbell: Yes

Mr. Davison: Yes

Motion carried unanimously.

- A-2 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 nomination for Board Vice-President.

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

Roll Call

Mr. Crawford: Yes

Mr. Chavez: Yes

Mr. Diaz: Yes

Mr. Campbell: Yes

Mr. Davison: Yes

Motion carried unanimously.

- A-3 Election of Board Clerk
The President will ask for nominations for Board Clerk

Mr. Crawford opened nomination for Board Clerk.

Mr. Campbell nominated Mr. Chavez for Board Clerk, seconded by Mr. Davison.

Roll Call

Mr. Crawford: Yes

Mr. Chavez: Yes

Mr. Diaz: Yes

Mr. Campbell: Yes

Mr. Davison: Yes

Motion carried unanimously.

- A-4 Pristine Roofing Company Bid for Huron Library Roof Repair

Ms. Davies: Provided all board members with a copy of the bid from Pristine Roofing and reminded them that the company completed the Coalinga Library roof a couple of months ago. There is significant damage, and we need to get it fixed before it gets worse.

Mr. Crawford: Wanted to know if we got a second quote.

Mr. Chavez: I consider this an emergency because the damage will continue to worsen if it keeps raining as it has been.

Ms. Davies: Most of the damage is in the center of the Huron Library.

Mr. Crawford: Does this include the new section of the Huron Library.

Mrs. Collings: Actually, it is the area where the majority of the damage is.

Mr. Davison: Will this repair come with a warranty?

Mrs. Davies: I would think so, yes.

Mr. Crawford asked for a motion to approve. Mr. Chavez moved to approve A-4, seconded by Mr. Davison. Motion carried unanimously.

- A-5 Approval of New Library Building Safety Policy (Pulled)
- A-6 Acceptance of The Elks Lodge's gift of new dictionaries for children.

Ms. Davies: Elks Lodge would like to donate 500 dictionaries for us to give to children.

Mr. Crawford asked for a motion to approve. Mr. Chavez moved to approve A-6 with a thank you letter to the Elks, seconded by Mr. Davison. Motion carried unanimously.

V. DIRECTOR'S UPDATE

- Met with employees to discuss their job description.
- Some of the job descriptions need updates due to language etc.
- New year I will create a Director's dispatch so that I can give you updates on a regular basis.
- Mayors book club.
- Alternative high school visit and future partnership.
- Active Shooter training December 19th libraries will open a little late.
Thank you Miss Hilda for setting this up.

VI. BOARD MEMBER REPORTS

Mr. Campbell: Merry Christmas and a Happy New Year.

Mr. Diaz: Happy Holiday.

Mr. Chavez: Keep warm and Happy Holidays.

Mr. Davison: Happy Holidays.

Mr. Crawford: Happy Holidays.

VII. ADJOURN TO CLOSE SESSION

- SC-1 Public employment Discipline/Dismissal/Release/Complaint (Pursuant to Government Code §54975)
- SC-2 Anticipated/Potential Litigation (Pursuant to Government Code 54956.9 (d)(2) or (3) Potential Cases: 1

RECONVENE TO REGULAR SESSION - REPORT ON ANY ACTION TAKEN IN CLOSED SESSION

Mr. Crawford asked for a to go into Closed Session. Mr. Chavez moved to return from Closed Session, seconded by Mr. Davison. Motion carried unanimously.

Went into closed session at 5:49 PM

Mr. Crawford asked for a motion returning from Closed Session. Mr. Chavez moved to return from Closed Session, seconded by Mr. Davison. Motion carried unanimously.

Returned from closed session at 6:13 PM with 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 6:13 P.M.

DATE OF THE NEXT REGULAR MEETING: The next regular Board Meeting is Tuesday, January 27, 2026, at 5:30 P.M. at the Huron Branch Library.