MINUTES
SPECIAL MEETING OF THE BOARD OF TRUSTEES
September 29, 2020 | 5:00 P.M. | Teen Room (Zoom Virtual Meeting)

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

President Little called the Special Meeting of the Banning Library District Board of Trustees to order on September 29, 2020 at 5:00 p.m.

Members Present: President Kathy Little, Trustee Wemida Ajigbotafe, Trustee Melanie Lara and Trustee Loretta Cousar.

Members Absent: Secretary Alejandro Geronimo

Staff Present: Kevin Lee, District Director; Fernando Morales, Circulation Manager and Christian Tzintzun, Library Assistant.

Guests: None.

ADOPTION OF AGENDA

Trustee Cousar moved and Trustee Lara seconded to approve the agenda.

AYES: Little, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Geronimo.

PUBLIC COMMENT

None.

BOARD REPORTS AND COMMENTS

NEW BUSINESS

5.1 Letter of Recommendation – Board Candidates.
There was one submission to run for board trustee and the Board reviewed the candidate’s application. A motion was made by Trustee Ajigbotafe and seconded by Trustee Cousar to recommend the candidate to the Registrar of Voters.

AYES: Little, Ajigbotafe, Lara, Cousar.

NOES: None.

ABSTAIN: None.

ABSENT: Geronimo.

5.2 Comparator Agency Analysis for the Total Compensation Study.
The Board took some time to read through the list of agencies for comparison study for the analysis. A motion was made by Trustee Ajigbotafe and seconded by Trustee Lara to approve the listed agencies for comparison study.
AYES: Little, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: Geronimo.

5.3 Creation of Policy No. 5105 Attendance Policy.
   A motion was made by Trustee Cousar and seconded by
   Trustee Lara approve the creation of Policy No. 5105
   AYES: Little, Ajigbotafe, Lara, Cousar.
   NOES: None.
   ABSTAIN: None.
   ABSENT: Geronimo.

5.4 Creation of Policy No. 5103 Temporary Upgrade and
   Acting Pay.
   A motion was made by Trustee Ajigbotafe and seconded by
   Trustee Lara to approve the creation of Policy No. 5103
   AYES: Little, Ajigbotafe, Lara, Cousar.
   NOES: None.
   ABSTAIN: None.
   ABSENT: Geronimo.

5.5 Creation of Policy No. 5013 Code of Ethics.
   A motion was made by Trustee Lara and seconded by Trustee
   Cousar to approve the creation of Policy No. 5013.
   AYES: Little, Ajigbotafe, Lara, Cousar.
   NOES: None.
   ABSTAIN: None.
   ABSENT: Geronimo.

5.6 Creation of Policy No. 5036 Code of Safe Practices.
   Trustee Lara was concerned about the policy not mentioning
   anything about if an employee was suspected of being under
   the influence. The rest of the Board agreed that this should
   be addressed on the Code of Safe Practices policy. A motion was
   made to table Item 5.6 Creation of Policy No. 5036 by Trustee
   Ajigbotafe and seconded by Trustee Lara.
   AYES: Little, Ajigbotafe, Lara, Cousar.
   NOES: None.
   ABSTAIN: None.
   ABSENT: Geronimo.

5.7 Amendments to Policy No. 5210 Tobacco Use.
   A motion was made by Trustee Lara and seconded by Trustee
   Cousar to approve the amendments to Policy No. 5210.
   AYES: Little, Ajigbotafe, Lara, Cousar.
   NOES: None.
   ABSTAIN: None.
   ABSENT: Geronimo.

5.8 Amendments to Policy No. 5100 Hours of Work and
   Overtime.
A motion was made by Trustee Lara and seconded by Trustee Ajigbotafe to approve the amendments to Policy No. 5100.
AYES: Little, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: Geronimo.

5.9 Amendments to Policy No. 5010 Employee Status.
A motion was made by Trustee Cousar and seconded by Trustee Lara to approve the amendments to Policy No. 5010.
AYES: Little, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: Geronimo.

5.10 Amendments to Policy No. 5120 Vacation Leave.
A motion was made by Trustee Lara and seconded by Trustee Ajigbotafe to approve the amendments to Policy No. 5120.
AYES: Little, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: Geronimo.

5.11 Amendments to Policy No. 5125 Sick Leave.
A motion was made by Trustee Cousar and seconded by Trustee Ajigbotafe to approve the amendments to Policy No. 5125. After a short discussion Presidentl Little called for a roll call vote.
AYES: Little, Ajigbotafe, Lara, Cousar.
NOES: None.
ABSTAIN: None.
ABSENT: Geronimo.

AGENDA ITEMS FOR FUTURE AGENDAS
Item 5.6 Creation of Policy No. 5036 Code of Safe Practices was tabled for the next scheduled Board meeting.

ADJOURNMENT
Adjourned at 5:30 p.m.

The foregoing minutes are approved by the Board of Trustees on October 14, 2020.

Prepared by: Christian Tzintzun, Library Assistant

Alex Geronimo, Board Secretary