CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Board President Little called the Regular Meeting of the Banning Library District Board of Trustees to order on November 10, 2021 at 5:03 p.m.

Members Present: Kathy Little, Alejandro Geronimo, Melanie Lara, Loretta Cousar, and Jana Brassfield.

Members Absent: None.

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

Guests: David Becker.

ADOPTION OF AGENDA

A motion was made by Cousar and seconded by Lara to adopt the agenda for the November 10, 2021 Regular Meeting.

AYES: Little, Lara, Cousar, Brassfield.
NOES: None.
ABSTAIN: None.
ABSENT: Geronimo.

PUBLIC COMMENT

None.

CONSENT CALENDAR

A motion was made by Brassfield and seconded by Cousar to approve the Minutes of the October 13, 2021 Regular Meeting.

AYES: Little, Lara, Cousar, Brassfield.
NOES: None.
ABSTAIN: None.
ABSENT: Geronimo.

CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

REPORTS AND PRESENTATIONS


None.
6.2 Audit Report and Presentation by David Becker from James Marta & Co. for FY 20/21.
Becker told the Board that the audit is unmodified and there were no issues with internal control. The overall revenue is up $140K. Expenses increased by $311K because of the renovations to children and teen rooms. Fund balance increased by $37K and the fund/cash balance is at $2.3M. Little mentioned that hiring an outside HR company was a good idea.

FINANCE REPORT
Lee told the Board that everything was steady. Property taxes went up. The health insurance went up as usual.

DISTRICT DIRECTOR’S REPORT
Lee announced that Andrea is no longer working for the Library. Lee wished everyone a happy Veteran’s Day and Thanksgiving. Lee said that when he went to the ASRL conference he noticed that most small and rural libraries are also having problems with patron accessibility, reaching out to patrons who are not able to come to the library. Little asked Lee to think about bringing guests or volunteers to read story time.

BOARD REPORTS AND COMMENTS
None.

UNFINISHED BUSINESS
10.1 Announcement of Silent Auction Winners.
Little announced the winners of the silent auction.

10.2 Silent Auction: Unsold Furniture to be Donated to Friends of the Banning Library or another Nonprofit Organization.
The Board agreed to offer the unsold furniture to the Friends of the Banning Library first, then to another Nonprofit Organization. A motion was made by Lara and seconded by Brassfield to donate the unsold furniture.

   AYES: Little, Geronimo, Lara, Cousar, Brassfield.
   NOES: None.
   ABSTAIN: None.
   ABSENT: None.

10.3 Approve and Authorize the Director to Enter into an Agreement with Yamada Enterprises to Renovate Library Furniture in Nonfiction, Fiction, Conference Room, Staff Kitchen, Hallway, Back offices, and Admin Rooms in the Amount Not to Exceed $423,816.31.
Lee mentioned that the project would take between five to six months to complete because of delays. A motion was made by Brassfield and seconded by Geronimo to approve and authorize the Director to Enter into an Agreement with Yamada Enterprises to Renovate the Library Furniture.
11.1 Amendments to Policy No. 6020 Library Use.
Lara proposed to lower the cost of replacing a library card to $2. A motion was made by Lara and seconded by Cousar to Approve and Adopt amendments to Policy No. 6020 with modifications to lower the card replacement cost from $5 down to $2.

AYES: Little, Geronimo, Lara, Cousar, Brassfield.
NOES: None.
ABSTAIN: None.
ABSENT: None.

11.2 Approve and Authorize the Director to Enter into Agreement with IE Junk to Demolish and Remove Pony and Outside Brick Walls in the Amount Not to Exceed $6,500.00.
A motion was made by Brassfield and seconded by Cousar to Approve and Authorize the Director to Enter into an Agreement with IE Junk Removal.

AYES: Little, Geronimo, Lara, Cousar, Brassfield.
NOES: None.
ABSTAIN: None.
ABSENT: None.

11.3 Approve and Authorize the Director to Enter into an Agreement with MB Painting to Paint Non-Fiction, Fiction, Conference Room, Staff Kitchen, Hallway, Back offices, and Admin Rooms in the Amount Not to Exceed $5,800.00.
A motion was made by Geronimo and Seconded by Lara to Approve and Authorize the Director to Enter into an Agreement with MB Painting.

AYES: Little, Geronimo, Lara, Cousar, Brassfield.
NOES: None.
ABSTAIN: None.
ABSENT: None.

11.4 Approve and Authorize the Director to Enter into an Agreement with Floor Tech of America to Install Carpet in Non-Fiction, Fiction, Conference Room, Staff Kitchen, Hallway, Back offices, and Admin Rooms in the Amount Not to Exceed $46,104.00.
The Board decided on the slate colored carpet and installed in a quarter turn pattern. A motion was made by Geronimo and seconded by Cousar to Approve and Authorize the Director to Enter into an Agreement with Floor Tech of America.
AYES: Little, Geronimo, Lara, Cousar, Brassfield.
NOES: None.
ABSTAIN: None.
ABSENT: None.

LAST MINUTE
AGENDA ITEMS
None.

AGENDA ITEMS FOR
FUTURE AGENDAS
None.

NEXT REGULAR
BOARD MEETING
December 8, 2021

ADJOURNMENT
Adjourned at 5:56 p.m.

Prepared by:

Christian Tzintzun, Library Technician

The foregoing minutes are approved by the Board of Trustees on December 8, 2021.

Melanie Lara, Board Secretary

Kathy Little, Board President