MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
December 14, 2022 | 5:00 P.M. | Conference Room

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 December 14, 2022 at 5:04 p.m.

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

Members Absent: None.

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

Guests: Amanda Morgan, and Chantal Cedillo.

ADOPTION OF AGENDA

Lee asked to add Item 11.3 Confirmation of Termination of Previous 401K.

A motion was made by Lara and seconded by Brassfield to approve and adopt the agenda for the December 14, 2022 Regular Meeting with the added item.

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

PUBLIC COMMENT

None.

CONSENT CALENDAR

A motion was made by Brassfield and seconded by Geronimo to approve the Minutes for the November 16, 2022 Regular Meeting.

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

CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

AUDITOR’S REPORT

Paul K. and Stacy M. from Nigro & Nigro gave the auditor’s report via Zoom. Paul recommends to close the Money Market account and move the funds into a LAIF account. Geronimo asked
if anything in Internal Controls stands out and Paul replied that everything is doing very well.

**FRIENDS REPORT**

Gae Rusk gave an oral report on FOBL’s activities. Rusk gave thanks for naming the Children’s after her, Bowden and Page. FOBL will be working on a workshop with the Cultural Alliance next year. They are funded for the city-wide essay contest.

**FINANCE REPORT**

Lee would like to close the Money Market account and move the funds to a LAIF account for higher yields.

**DISTRICT DIRECTOR’S REPORT**

The Library hired a new Library Assistant, Maximo Arias.

**BOARD REPORTS AND COMMENTS**

Lara and Geronimo both gave farewell speeches to everyone. Little thanked them for their service.

**UNFINISHED BUSINESS**

11.1 Update: Create and Adopt Policy No. 2110 Volunteer Worker (receive and file).
Lee is looking for worker's compensation insurance for volunteers. Lara asked if the Library can instead use a waiver.

11.2 Discussion: Outdoor Vending Machine for Library Off-hour Service.
Lee suggested the lockers over the vending machine because it is less expensive. He will bring the cost and requirements at the next Board Meeting, they all include maintenance. Lara mentioned that the vending machine would be best at a different location.

11.3 Confirmation of Termination of Previous 401K.
A motion was made by Geronimo and seconded by Cousar to confirm the termination of the previous 401K plan.

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

**NEW BUSINESS**

12.1 Recognition of Board Trustees.
Lee awarded certificates of recognition to the Board Trustees and revealed the names of the two outgoing members, Geronimo and Cousar on the plaque.

12.2 Recognition of Friends of the Banning Library.
Lee awarded certificates of recognition to the Friends of the Banning Library.

12.3 Approve Amendments to Policy No. 5300 Performance Evaluation.
A motion was made by Geronimo and seconded by Cousar to approve and adopt the amendments to Policy No. 5300.

- **AYES:** Little, Geronimo, Lara, Brassfield, Cousar.
- **NOES:** None.
- **ABSTAIN:** None.
- **ABSENT:** None.
12.4 Oath of Office – New Board of Trustees.
Kathy Little, Amanda Morgan and Chantal Cedillo were sworn in as members of the Banning Library District Board of Trustees.

12.5 Review Board Meeting Date and Time.
The Board decided to keep the meeting date and time as is, every second Wednesday at 5:00 p.m.

12.6 Nomination and Selection of Officers.
Lara and Brassfield nominated Little for the position of Board President. Little accepted the nomination. A roll call was made to select Little as Board President.

AYES: Little, Lara, Brassfield, Morgan, Cedillo.
NOES: None.
ABSTAIN: None.
ABSENT: None.

Little and Brassfield nominated Lara for the position of Board Vice President. Lara accepted the nomination. A roll call was made to select Lara as Board Vice President.

AYES: Little, Lara, Brassfield, Morgan, Cedillo.
NOES: None.
ABSTAIN: None.
ABSENT: None.

Lara and Little nominated Brassfield for the position of Board Secretary. Brassfield accepted the nomination. A roll call was made to select Brassfield as Board Secretary.

AYES: Little, Lara, Brassfield, Morgan, Cedillo.
NOES: None.
ABSTAIN: None.
ABSENT: None.

LAST MINUTE AGENDA ITEMS

None.

AGENDA ITEMS FOR FUTURE AGENDAS

None.

NEXT REGULAR BOARD MEETING

January 11, 2023 at 5:00 p.m.

ADJOURNMENT

Adjourned at 6:06 p.m.

Prepared by:

Christian Tzintzun, Library Technician

The foregoing minutes are approved by the Board of Trustees on January 11, 2023.

Jana Brassfield, Board Secretary