

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING
6:30 p.m. at the Library – April 27, 2023
125 East Eighth St., Beaumont, CA

AGENDA

CALL TO ORDER

ROLL CALL

REPORT OF POSTING OF AGENDA

Public comments on items not on the agenda and/or jurisdiction items – 3-minute limit

1. CONSENT ITEMS

Approval of Minutes of the previous meeting

2. DIRECTOR'S REPORT

General Ledger Report
Activity Summary Report
Changes in Status of District Employees

3. OLD BUSINESS

- A. GRANT UPDATES
- B. REVISED JOB DESCRIPTIONS

4. NEW BUSINESS

- A. GOALS QUARTERLY PROGRESS REPORT
- B. 3RD QUARTER FY23 REPORT & FY24 BUDGET, 1ST REVIEW
- C. ROUND 2 BUILDING FORWARD GRANT APPLICATION

ADDED STARTERS AND COMMUNICATIONS

TRUSTEE COMMENTS AND REQUESTS

PUBLIC COMMENTS - 3-minute limit

CLOSED SESSION – to discuss Director's contract

ADJOURNMENT

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING
6:30 p.m. at the Library – March 30, 2023
125 East Eighth St., Beaumont, CA

MINUTES

CALL TO ORDER – President Coleman called the meeting to order at 6:32 p.m.

ROLL CALL – M. Coleman, B. Mahoney, C. Carr, M. Lillard-Geiser, S. Perry,
L. Dickinson
GUESTS: M. Cook via Zoom), P. Kaymark

REPORT OF POSTING OF AGENDA - Agenda was posted 72 hours in advance.

1. CONSENT ITEMS

Approval of Minutes of the previous meeting.

MOTION: (Carr/Perry) to approve the Minutes as amended. (4-0-0). Mr. Mahoney abstained since he was absent at the February meeting.

2. DIRECTOR'S REPORT

General Ledger Report – The February expenses highlighted were for the auditor and CPA firms, the architect, a staff member's Family Place Library training, and the highest natural gas bill (\$1,374.68) in the Library's history.

Activity Summary Report – Mr. Dickinson noted that he had participated in a webinar on Public Libraries and Artificial Intelligence. AI is predicted to expand rapidly within the next three years affecting a variety of professions. Circulation numbers for the month and YTD are up in the 20%-range, but below the same pre-COVID time spans in the 10-to-20%-range.

Changes in Status of District Employees – Part-time Library Associate Malcolm Jones has taken a full-time position elsewhere, but will work limited hours here.

3. OLD BUSINESS

A. ANNUAL AUDIT REPORT

Paul Kaymark, of Nigro & Nigro, distributed hard copies of the annual audit for FY22. He stated that past audits for Beaumont Library were done on a cash basis,

which is no longer considered proper governmental accounting. Using the accrual method is now recommended. It accounts for asset depreciation, vacation and pension liabilities, etc. He said the Library has taken the right steps to correct this issue by employing a CPA firm that he said we should continue to work with in the future. He described the separation of financial duties as authorization, initiation, and review. Larger organization might have more divisions not reasonable for our size. He said the Director is the Authorizer, the Administrative Associate is the Initiator, and the CPA firm is the reviewer.

B. GRANT UPDATES

On March 9, we were notified of a \$6,680 award for the Lunch at the Library program, which begins June 12 and runs through July. The grant will cover expenses for performers, picnic tables, and a teen intern. Our new Bookmobile is on track to be done before the December grant deadline. We plan to hire national bookmobile expert, Michael Swendrowski, for the vehicle inspection before we take delivery. The State Library opened the Round 2 grant application process on March 16 with applications due May 18. We can only apply for about \$5.2 million due to a \$10 million overall award limit. Awards are scheduled to be announced in September. We received a \$2,424,375 check (50% of the Round 1 award) on March 17. The Board recommended investigating CDs at local banks and credit unions if other options are not available for safeguarding the money. Engberg Anderson architect Alex Ramsey discussed the allotment of space for various library functions during a conference call on March 21 and she provided two new design schemes on March 24. The 17,600 sf version with a two-story addition would cost \$13.3 million. The 24,000 sf option with a one-story addition would cost \$18.7 million. Staff groups will be meeting with Ms. Ramsey on April 17 to begin finalizing the design. We were notified March 27 that the first grant report for Round 1 is due May 1. We are addressing moisture coming from under the staircase of the Carnegie with a \$2,200 temporary fix and will do the \$75,000 permanent fix as part of the renovation/expansion project.

4. NEW BUSINESS

A. REVISED ORGANIZATIONAL CHART AND JOB DESCRIPTIONS

The Director presented a revised organizational chart that includes a new Assistant Director position and updated job titles that are more representative of those used nationally. The job titles also show progression as in the case of Library Associate I & II and Librarian I & II. In addition, these changes were added to the salary scale for 2023. Position descriptions were also revised and updated, but the Board asked for more time to review them so that consideration could be given next month.

MOTION: (Mahoney/Coleman) to approve the revised organizational chart with the addition of the Assistant Director position and updated job titles. (5-0-0)

MOTION: (Carr/Lillard-Geiser) to approve the updated 2023 salary scale. (5-0-0)

B. DONATION OF SEASHELL COLLECTION

A seashell collection was donated to the Library decades ago. It is taking up space in the Children's area. No one knows anything about the collection and it has no connection to the area. We contacted UC San Diego's Scripps Institute of Oceanography about donating the seashells to them. They are very interested in receiving them as an addition to their Geological Collections, which are among the largest collections of marine geology samples in the country.

MOTION: (Mahoney/Lillard-Geiser) to approve donation of the seashell collection to UC San Diego. (5-0-0)

ADDED STARTERS AND COMMUNICATIONS

The Director reached out to the City Manager about arranging a meeting of Library staff and City officials. She expressed great interest in the idea and a poll will be sent out to establish a date to meet. Our new Assemblyman, Greg Wallis, is interested in visiting Beaumont Library and has scheduled a time to be here on July 18. The Library participated in the Senior Health Fair held in early March. Tickets are still available for the Rotary Club's Casino Night on April 14.

TRUSTEE COMMENTS AND REQUESTS

President Coleman reported that she and Associate Librarian Julia Schumacher have joined the Beaumont Woman's Club. Mr. Perry suggested posting Board minutes cumulatively on the library website rather than just one at a time. He also recommended a permanent Zoom link for the public to attend meetings.

PUBLIC COMMENTS

Mr. Cook reported that the Friends Board met on March 28 and approved some library requests. Friends are continuing to seek more volunteers.

CLOSED SESSION

MOTION: (Mahoney/Carr) to go into closed session to discuss the Director's contract at 7:53 p.m. (5-0-0)

No actions were taken during the closed session and the meeting returned to open session at 8:15 p.m., after which the Director returned to the meeting.

MOTION: (Mahoney/Lillard-Geiser) to extend the Director's contract beginning April 1, 2023 through June 30, 2024 with a 2% merit increase. (5-0-0)

ADJOURNMENT - at 8:20 p.m.

APPROVED:

DATE:



BEAUMONT LIBRARY DISTRICT

Director's Report

April 27, 2023

Activity Summary

Congressman Raul Ruiz sponsored an informational session on federal infrastructure grants at the Hemet Library on April 4. Beaumont's Mayor and City Manager were in attendance along with other city staff and officials from across the 25th District. Most of the funds are dedicated for transportation, water resources, and electrical vehicles, but there may be some possibilities for Beaumont Library in the future. Some of the grants will be available into the future for several years. It was interesting to hear from Rep. Ruiz as well as the person coordinating the \$1.2 trillion program, Mitch Landrieu. He was the Lieutenant Governor of Louisiana during Hurricane Katrina and Mayor of New Orleans five years after the storm. His sister, Mary, was U.S. Senator for LA both before and well after Katrina. Ruiz said he had something in common with Landrieu because he married a Louisianan!

Personnel Changes

Part-time IT/Network Technician, Morgan Baxter, worked his last day April 2 because he has a full-time position near his home. We are outsourcing the work to Visual Edge IT, at a savings of about \$750 per month. April 3, Nadia Jawaid returned to the Library Page position and Hailey Hernandez moved to the Library Associate I position. We interviewed candidates for Part-time/On-call Reference Librarian and will be adding Gail Sorensen on a regular basis and Daphne McKinney as on-call, both at \$30.15 per hour.

Meetings & Activities

- April 4 Federal infrastructure grants informational session, Hemet
- April 11 BUSD mock panel interviews for senior class members, Beaumont HS
- April 14 Web meeting with CPA firm staff to discuss future work
- April 17 Staff meeting with architect to begin finalizing building design
- April 20 Beaumont-Cherry Valley Rotary Club meeting, Chatigny Center
- April 29 Beaumont Library literacy celebration luncheon

Beaumont Library District
General Ledger
As of March 31, 2023

| Type | Date | Num | Name | Memo | Split | Amount |
|--------------------------------------|------------|------------|-------------------------|----------------|--------------------|--------------|
| 101100 - Wells Fargo Checking | | | | | | |
| Bill Pmt -Check | 03/02/2023 | 5213 | Tom Lara Landscapi... | February | 2000 · Account... | -480.00 |
| Check | 03/02/2023 | | TASC | | 515080 · Healt... | -744.00 |
| General Journal | 03/03/2023 | lc 3/7/23 | CALPERS | CalPERS Cla... | 513000 · Retir... | -1,619.97 |
| General Journal | 03/03/2023 | lc 3/7/23 | CALPERS | CalPERS PE... | 513000 · Retir... | -3,364.62 |
| General Journal | 03/03/2023 | lc 3/7/23 | CALPERS | CalPERS 457... | 513000 · Retir... | -1,440.00 |
| Bill Pmt -Check | 03/03/2023 | 5214 | Susan Turley | | 2000 · Account... | -500.00 |
| Check | 03/03/2023 | | CALPERS | | 515080 · Healt... | -9,056.17 |
| Check | 03/06/2023 | | TASC | | 515080 · Healt... | -90.00 |
| Check | 03/09/2023 | | Frontier | | 5295.01 · Phon... | -264.53 |
| Check | 03/10/2023 | | Merchant Fee | | 5245.07 · Cred... | -21.42 |
| Check | 03/14/2023 | | Edison | | 5295.02 · Elect... | -1,323.97 |
| Check | 03/16/2023 | | Wells Fargo Busines... | | -SPLIT- | -2,777.41 |
| General Journal | 03/17/2023 | lc 3/25... | CALPERS | CalPERS Cla... | 513000 · Retir... | -1,634.69 |
| General Journal | 03/17/2023 | lc 3/25... | CALPERS | CalPERS PE... | 513000 · Retir... | -3,363.76 |
| General Journal | 03/17/2023 | lc 3/25... | CALPERS | CalPERS 457... | 513000 · Retir... | -1,440.00 |
| Deposit | 03/17/2023 | | | Deposit | 7230 · CSL Bui... | 2,424,375.00 |
| Bill Pmt -Check | 03/17/2023 | 5244 | Romaine Washington | | 2000 · Account... | -250.00 |
| Deposit | 03/17/2023 | | | Deposit | -SPLIT- | 823.70 |
| Bill Pmt -Check | 03/18/2023 | 5215 | Karina Ventura | | 2000 · Account... | -120.00 |
| Deposit | 03/20/2023 | | | Deposit | 732120 · Librar... | 9.00 |
| Check | 03/20/2023 | | TASC | | 515080 · Healt... | -90.00 |
| Deposit | 03/21/2023 | | | Deposit | 732120 · Librar... | 13.50 |
| Check | 03/21/2023 | | Waste Management | | 5295.05 · Tras... | -167.94 |
| Check | 03/21/2023 | | TASC | | 515080 · Healt... | -3,010.76 |
| Check | 03/21/2023 | | So Cal Gas | | 5295.03 · Wat... | -745.15 |
| Check | 03/22/2023 | | | | 732120 · Librar... | -27.60 |
| Check | 03/22/2023 | | Waste Management | | 5295.05 · Tras... | -50.14 |
| Deposit | 03/22/2023 | | | Deposit | 732120 · Librar... | 27.60 |
| Bill Pmt -Check | 03/23/2023 | 5216 | amazon | | 2000 · Account... | -135.53 |
| Bill Pmt -Check | 03/23/2023 | 5217 | Amigos Library Servi... | | 2000 · Account... | -180.00 |
| Bill Pmt -Check | 03/23/2023 | 5218 | Beaumont Print | | 2000 · Account... | -88.25 |
| Bill Pmt -Check | 03/23/2023 | 5219 | Beaumont Woman's... | | 2000 · Account... | -40.00 |
| Bill Pmt -Check | 03/23/2023 | 5220 | Brodart Co. | | 2000 · Account... | -8,281.67 |
| Bill Pmt -Check | 03/23/2023 | 5221 | CTC Technnology &... | | 2000 · Account... | -3,782.07 |
| Bill Pmt -Check | 03/23/2023 | 5222 | Demco | | 2000 · Account... | -132.59 |
| Bill Pmt -Check | 03/23/2023 | 5223 | Discount School Su... | | 2000 · Account... | -379.12 |
| Bill Pmt -Check | 03/23/2023 | 5224 | Engberg Anderson | | 2000 · Account... | -3,020.00 |
| Bill Pmt -Check | 03/23/2023 | 5225 | Jennifer Perez | | 2000 · Account... | -131.48 |
| Bill Pmt -Check | 03/23/2023 | 5226 | Lakeshore | | 2000 · Account... | -253.48 |
| Bill Pmt -Check | 03/23/2023 | 5227 | Luren Dickinson | | 2000 · Account... | -632.71 |
| Bill Pmt -Check | 03/23/2023 | 5228 | Midwest Tape | | 2000 · Account... | -1,218.51 |
| Bill Pmt -Check | 03/23/2023 | 5229 | Office Depot | | 2000 · Account... | -2,037.99 |
| Bill Pmt -Check | 03/23/2023 | 5230 | Overdrive | | 2000 · Account... | -2,095.39 |
| Bill Pmt -Check | 03/23/2023 | 5231 | Rainbow Book | | 2000 · Account... | -182.98 |
| Bill Pmt -Check | 03/23/2023 | 5232 | Record Gazette | | 2000 · Account... | -310.00 |
| Bill Pmt -Check | 03/23/2023 | 5233 | Russell's Heating an... | | 2000 · Account... | -337.00 |
| Bill Pmt -Check | 03/23/2023 | 5234 | SDRMA | | 2000 · Account... | -202.45 |
| Bill Pmt -Check | 03/23/2023 | 5235 | So Cal Gas | | 2000 · Account... | -4.89 |
| Bill Pmt -Check | 03/23/2023 | 5236 | TASC | | 2000 · Account... | -114.26 |
| Bill Pmt -Check | 03/23/2023 | 5237 | Terminix | | 2000 · Account... | -157.00 |
| Bill Pmt -Check | 03/23/2023 | 5238 | Amazon Capital Ser... | | 2000 · Account... | -1,918.12 |
| Deposit | 03/23/2023 | | | Deposit | 7225 · Zip Boo... | 562.83 |
| Bill Pmt -Check | 03/24/2023 | 5239 | Baker & Taylor | | 2000 · Account... | -750.88 |
| Bill Pmt -Check | 03/24/2023 | 5240 | Ingram Library Servi... | | 2000 · Account... | -6,597.32 |
| Bill Pmt -Check | 03/24/2023 | 5241 | Kelly Van Valkenburg | | 2000 · Account... | -114.44 |
| Deposit | 03/27/2023 | | | Deposit | 732120 · Librar... | 14.60 |
| Check | 03/28/2023 | | Wex Fleet Card | | 5245.02 · Book... | -131.64 |
| Deposit | 03/29/2023 | | | Deposit | 732120 · Librar... | 11.00 |
| Bill Pmt -Check | 03/31/2023 | 5242 | Karalynn Schneck | | 2000 · Account... | -100.00 |
| Deposit | 03/31/2023 | | | Deposit | 732120 · Librar... | 20.00 |
| Deposit | 03/31/2023 | | | Deposit | 740020 · Intere... | 90.10 |
| General Journal | 03/31/2023 | lc 4/7/23 | CALPERS | CalPERS Cla... | 513000 · Retir... | -1,606.48 |
| General Journal | 03/31/2023 | lc 4/7/23 | CALPERS | CalPERS PE... | 513000 · Retir... | -3,374.21 |
| General Journal | 03/31/2023 | lc 4/7/23 | CALPERS | CalPERS 457... | 513000 · Retir... | -1,640.00 |

Total 101100 - Wells Fargo Checking

2,353,414.74

101110 - Wells Fargo Savings

Total 101110 - Wells Fargo Savings

1053 - FMV - Cash in County Treasury

1053.01 - FMV - Cash in County - GF

Total 1053.01 - FMV - Cash in County - GF

PROPOSED GOALS

April 1, 2022 through March 31, 2023

(deletions are lined out; additions are highlighted)

April—June 2022

- Work with staff and Enberg Anderson architect on building design
- Accept \$10 million infrastructure grant award from State Library
- Complete two years of hosting Collaborative Agencies Committee
- Begin the Summer Reading and Lunch at the Library programs

July—September 2022

- Finalize specifications and bridging documents with the architect
- Sign grant paperwork to release the \$10 million in State Library funds
- Work with consultant to prepare construction bond issue paperwork
- Put library renovation and expansion project out for design-build bids on November ballot
- Interview design-build firms; select lowest, most responsive/responsible

October—December 2022

- Confer with design-build firm during design development process
- Prepare fact sheets and speak to public groups about library facility needs
- Plan a Staff Development Day to be held on Columbus Day, October 10
- Host “Staff Appreciation Dinner” in December for library employees
- Update “Salary Scale” for 2023 with new \$15.50 per hour minimum wage

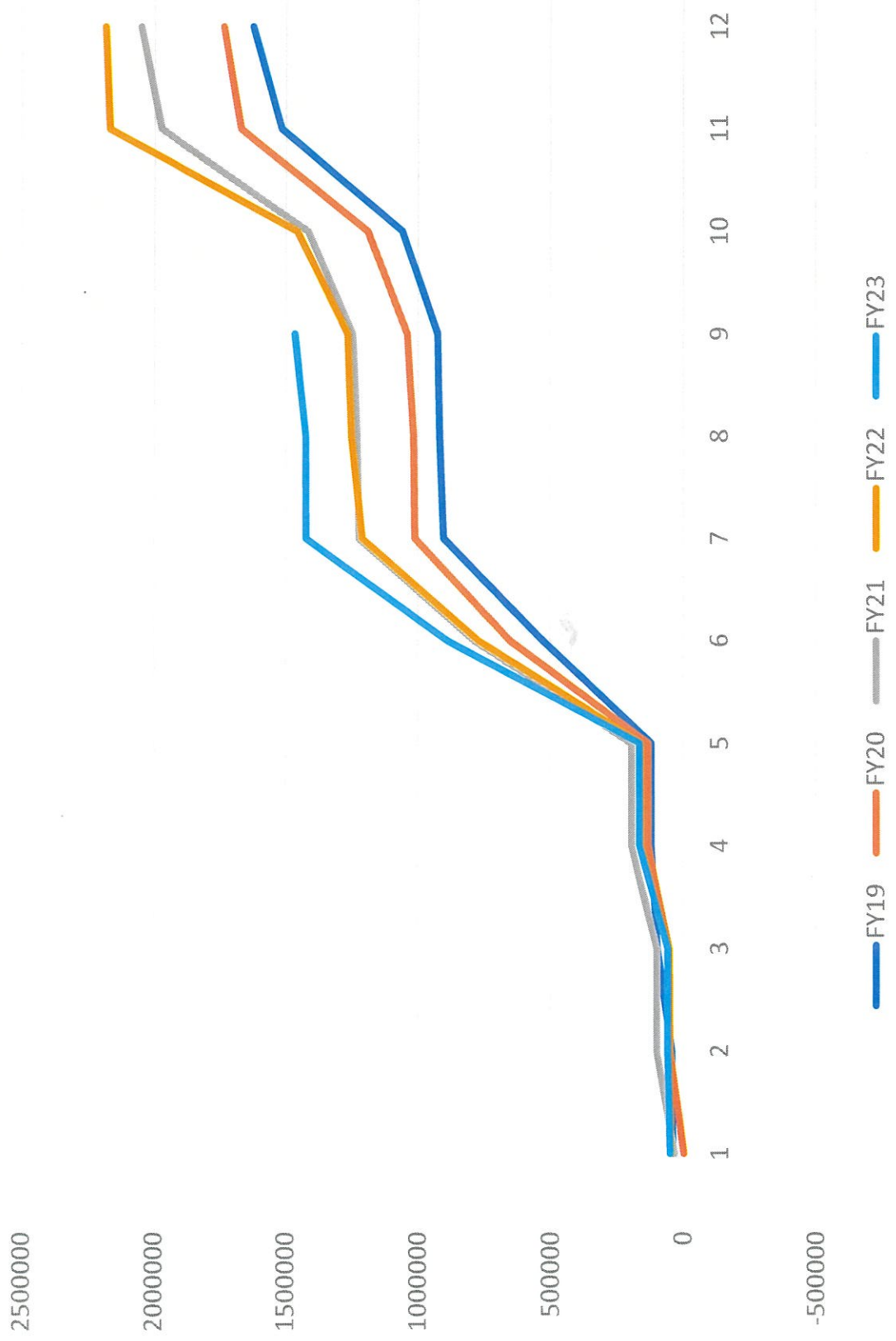
January—March 2023

- Pursue construction-related grant funding for security, technology, etc.
- Put library renovation and expansion project out for design-build bids
- Interview design-build firms; select lowest, most responsive/responsible
- Confer with design-build firm as design development process begins
- Assist design-build firm in completing construction documents
- Begin search for potential temporary library housing during construction
- Discuss renewal of contract with Library Board of Trustees

BEAUMONT LIBRARY DISTRICT 2022-2023 3rd Quarter Revenue Report

| TYPE OF REVENUE | Actual 2020-21 | Actual 2021-22 | Budget 2022-23 | Revenue YTD | Balance | Explanation |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|------------------------------|
| PROP TAX CURRENT SECURED | 1,708,390.52 | 1,863,869.82 | 2,000,000.00 | 1,191,130.14 | -808,869.86 | Current property tax |
| PROP TAX CURR UNSECURED | 71,290.48 | 89,521.78 | 94,000.00 | 91,237.48 | -2,762.52 | Personal property tax |
| PROP TAX PRIOR UNSECURED | 2,685.38 | -2,271.29 | 5,000.00 | 1,854.83 | -3,145.17 | Incremental taxes reinstated |
| PROP TAX CURRENT SUPPL | 30,006.12 | 16,720.91 | 8,000.00 | 42,257.18 | 34,257.18 | Current supplemental |
| PROP TAX PRIOR SUPPL | 12,474.84 | 27,117.47 | 29,000.00 | 20,164.50 | -8,835.50 | Prior supplemental |
| OTHER - FINES & FEES | 10,489.21 | 0.00 | 4,000.00 | 0.00 | -4,000.00 | Revenue from collections |
| INTEREST - INVESTED FUNDS | 532.11 | 833.71 | 1,000.00 | 33,616.03 | 32,616.03 | Earnings on General Fund |
| CA-HOMEOWNERS TAX RELIEF | 16,077.03 | 16,071.06 | 16,000.00 | 8,144.72 | -7,855.28 | State provided property rev. |
| CA-AID OTHER GOV'T AGENCIES | 49,039.65 | 0.00 | 0.00 | 0.00 | 0.00 | Federal and state grants |
| CONTRACTUAL & REDEV | 149,248.76 | 168,251.98 | 155,000.00 | 78,104.58 | -76,895.42 | Unwinding revenues |
| OTHER MISC - DONATIONS | 155.00 | 0.00 | 1,000.00 | 0.00 | -1,000.00 | Private grants, gifts |
| ASSUMED GEN. FUND TOTALS | 2,050,389.10 | 2,180,115.44 | 2,313,000.00 | 1,466,509.46 | -846,490.54 | |
| ACO FUND | 150,000.00 | 175,000.00 | 250,000.00 | 0.00 | -250,000.00 | Transfers |
| INCOME AND EXPENSES | -6,324.90 | 5,000.00 | 5,000.00 | 52,494.24 | 47,494.24 | Interest and Expenses |
| ASSUMED ACO FUND TOTALS | 143,675.10 | 180,000.00 | 255,000.00 | 52,494.24 | -202,505.76 | |
| LIBRARY ENDOWMENT FUND | 2,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | Library endowment |
| INTEREST AND DONATIONS | 9.22 | 500.00 | 500.00 | 676.11 | 176.11 | |
| ASSUMED LIBRARY TOTALS | 2,209.22 | 500.00 | 500.00 | 676.11 | 176.11 | |
| FRIENDS ENDOWMENT FUND | 2,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | Friends endowment |
| INTEREST AND DONATIONS | 9.21 | 500.00 | 500.00 | 676.10 | 176.10 | |
| ASSUMED FRIENDS TOTALS | 2,209.21 | 500.00 | 500.00 | 676.10 | 176.10 | |
| ASSUMED ENDOWMENT TOTALS | 4,418.43 | 1,000.00 | 1,000.00 | 1,352.21 | 352.21 | |

Beaumont Library District Cumulative Month-by-Month Tax Revenue





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ERRATA Index and average price data for electricity in Riverside for May through November 2022 were incorrectly published in the database. The error also includes related aggregate data within Riverside and several related areas. A list of affected series and the corrected indexes and average price values is available at <https://www.bls.gov/bls/errata/data-series-affected-by-consumer-price-index-data-suppression-for-utilities-and-related-series-in-2022.htm>.

Corrections to be made on 4/28/23.

Consumer Price Index, Riverside Area — March 2023

Area prices were unchanged over the past two months, up 4.6 percent from a year ago

Prices in the Riverside area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), were unchanged for the two months ending in March 2023, the U.S. Bureau of Labor Statistics reported today. (See [table A](#).) Regional Commissioner Chris Rosenlund noted that a decrease in natural gas prices helped offset higher prices for shelter and gasoline. (Data in this report are not seasonally adjusted. Accordingly, bi-monthly changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U advanced 4.6 percent. (See [chart 1](#) and [table A](#).) Food prices increased 8.9 percent. Energy prices declined 7.7 percent, largely the result of a decrease in the price of gasoline. The index for all items less food and energy advanced 5.9 percent over the year. (See [table 1](#).)

News Release Information

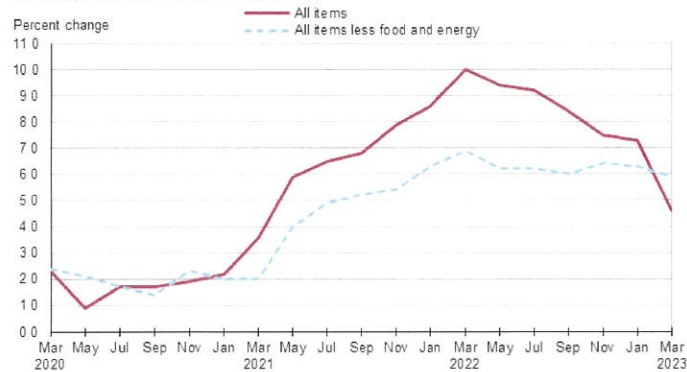
23-710-SAN
Wednesday, April 12, 2023

Contacts

Technical information:
(415) 625-2270
Bl_SinfoSF@bls.gov
www.bls.gov/regions/west

Media contact:
(415) 625-2270

Chart 1. Over-the-year percent change in CPI-U, Riverside-San Bernardino-Ontario, CA, March 2020–March 2023



Source: U.S. Bureau of Labor Statistics

[View Chart Data](#)

Food

Food prices increased 0.6 percent for the two months ending in March. (See [table 1](#).) Prices for food at home advanced 0.4 percent, led by higher prices for meats, poultry, fish, and eggs (1.4 percent). Prices for food away from home increased 1.0 percent for the same period.

Over the year, food prices increased 8.9 percent. Prices for food at home increased 7.8 percent since a year ago. Price increases across food at home expenditure categories ranged from 6.0 percent for other food at home to 15.4 percent for cereals and bakery products. Prices for food away from home increased 11.0 percent.

Energy

The energy index declined 7.8 percent for the two months ending in March. The decrease was mainly due to lower prices for natural gas service (-60.5 percent). Prices for gasoline advanced 9.6 percent for the same period.

Energy prices declined 7.7 percent over the year, largely due to lower prices for gasoline (-14.8 percent). Prices for natural gas service advanced 4.9 percent during the past year.

All items less food and energy

The index for all items less food and energy increased 0.8 percent in the latest two-month period. Higher prices for shelter (1.5 percent) and new vehicles (0.6 percent) were partially offset by lower prices for household furnishings and operations (-1.2 percent) and education and communication (-1.2 percent).

Over the year, the index for all items less food and energy advanced 5.9 percent. Components contributing to the increase included shelter (8.7 percent) and new vehicles (6.1 percent). Partly offsetting the increases was a price decrease in used cars and trucks (-9.4 percent).

Table A. Riverside-San Bernardino-Ontario, CA, CPI-U 2-month and 12-month percent changes, all items index, not seasonally adjusted

| Month | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | |
|---------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
| | 2-month | 12-month | 2-month | 12-month | 2-month | 12-month | 2-month | 12-month | 2-month | 12-month |
| January | 0.4 | 3.0 | 0.5 | 3.0 | 0.9 | 2.2 | 1.5 | 8.6 | 1.3 | 7.3 |
| March | 0.7 | 2.8 | 0.0 | 2.3 | 1.3 | 3.6 | 2.7 | 10.0 | 0.0 | 4.6 |
| May | 1.2 | 2.9 | -0.2 | 0.9 | 2.0 | 5.9 | 1.4 | 9.4 | | |

Beaumont Library District

3rd Quarter FY23 Financial Report & Proposed FY24 Budget

| | Jul 22-Mar 23 | FY23 Budget | % YTD | Prop. FY24 Budget |
|--|---------------------|---------------------|----------------|---------------------|
| Income | | | | |
| 7230 · CSL Building Forward | 2,424,375.00 | 2,424,375.00 | 100.0% | 2,424,375.00 |
| 7000 · Property Tax Revenue | | | | |
| 7020 · Property Tax Current Secured | 1,191,130.14 | 2,000,000.00 | 59.6% | 2,150,000.00 |
| 7025 · Property Tax Current Unsecured | 91,237.48 | 94,000.00 | 97.1% | 95,000.00 |
| 7030 · Property Tax Prior Year Secured | 492.50 | 2,000.00 | 24.6% | 2,000.00 |
| 7035 · Property Tax Prior Unsecured | 1,362.33 | 3,000.00 | 45.4% | 3,000.00 |
| 7040 · Property Tax Current Suppl. | 42,257.18 | 8,000.00 | 528.2% | 40,000.00 |
| 7050 · Prop Tax Prior Year Suppl. | 20,164.50 | 29,000.00 | 69.5% | 25,000.00 |
| Total 7000 · Property Tax Revenue | 1,346,644.13 | 2,136,000.00 | 63.0% | 2,315,000.00 |
| 715 · Contractual & Redevelopment | | | | |
| 7150 · RDV Property Tax LMIH Resdl Ast | 78,104.58 | 155,000.00 | 50.4% | 110,000.00 |
| 7160 · CA Homeowners Tax Relief | 8,144.72 | 16,000.00 | 50.9% | 12,000.00 |
| Total 715 · Contractual & Redevelopment | 86,249.30 | 171,000.00 | 50.4% | 122,000.00 |
| 7200 · Grant Revenues | | | | |
| 7201 · ESL Grant | 16,000.00 | - | 0.0% | 16,000.00 |
| 7202 · Literacy Grant | 33,013.00 | - | 0.0% | 33,000.00 |
| 7220 · E-Rate Grant | 13,312.74 | - | 0.0% | 14,000.00 |
| 7225 · Zip Book Grant | 8,540.83 | - | 0.0% | 8,500.00 |
| Total 7200 · Grant Revenues | 70,866.57 | - | 0.0% | 71,500.00 |
| 732120 · Library Fines and Fees | 3,584.55 | 4,000.00 | 89.6% | 4,000.00 |
| 740020 · Interest-Invested Funds | 33,539.07 | 1,000.00 | 3353.9% | 80,000.00 |
| 7800 · Other Income | | | | |
| 7820 · Rental Income | 6,563.68 | - | 0.0% | 15,000.00 |
| 7830 · Donations | 3,205.00 | 1,000.00 | 320.5% | 1,000.00 |
| 781360 · Other Misc. Revenue | 12,898.93 | - | 0.0% | - |
| Total 7800 · Other Income | 22,667.61 | 1,000.00 | 2266.8% | 16,000.00 |
| Total Income | 3,987,926.23 | 4,733,375.00 | 84.3% | 5,028,875.00 |

| | Jul 22-Mar 23 | FY23 Budget | % YTD | Prop. FY24 Budget |
|--|-------------------|---------------------|--------------|---------------------|
| Expense | | | | |
| 5100 · Regular Salaries | | | | |
| 5100.01 · Salaries - Administration | 211,084.01 | 280,000.00 | 75.4% | 300,000.00 |
| 5100.02 · Salaries - Adult Services | 143,126.19 | 181,000.00 | 79.1% | 195,000.00 |
| 5100.03 · Salaries - Adult Literacy/Cmtly | 67,643.20 | 90,000.00 | 75.2% | 108,000.00 |
| 5100.04 · Salaries - Technical Mbr Svcs | 136,610.78 | 199,000.00 | 68.6% | 213,000.00 |
| 5100.05 · Salaries - Outreach & Youth Svc | 177,608.28 | 276,000.00 | 64.4% | 296,000.00 |
| 5100.06 · Salaries - Library Pages | 17,951.42 | 27,000.00 | 66.5% | 29,000.00 |
| 5100.07 · Salaries - Facilities & Grounds | 20,799.32 | 27,000.00 | 77.0% | 30,000.00 |
| Total 5100 · Regular Salaries | 774,823.20 | 1,080,000.00 | 71.7% | 1,171,000.00 |
| 5130001 · Benefits | | | | |
| 515080 · Health Insurance | | | | |
| 5150801 · Health Insurance EE Reimb. | -13,716.90 | - | 0.0% | (22,000.00) |
| 515080 · Health Insurance - Other | 82,979.56 | 121,000.00 | 68.6% | 128,000.00 |
| Total 515080 · Health Insurance | 69,262.66 | 121,000.00 | 57.2% | 106,000.00 |
| 513150 · Employee Life Insurance | 2,024.50 | - | 0.0% | 3,000.00 |
| 513140 · Medicare Tax | 11,036.04 | 18,500.00 | 59.7% | 17,000.00 |
| 513120 · Social Security | 46,621.84 | 68,000.00 | 68.6% | 73,000.00 |
| 513020 · CalPERS - Fees | 900.00 | - | 0.0% | 1,500.00 |
| 513010 · CalPERS UAL | 83,357.00 | - | 0.0% | 89,000.00 |
| 513000 · Retirement/Misc | 62,612.94 | 250,000.00 | 25.0% | 181,505.00 |
| Total 5130001 · Benefits | 275,814.98 | 457,500.00 | 60.3% | 471,005.00 |
| 524500 · Admin Support-Direct | | | | |
| 5245.01 · Supplies | 19,007.07 | 25,000.00 | 76.0% | 26,000.00 |
| 5245.02 · Bookmobile | 3,340.42 | 35,000.00 | 9.5% | 5,000.00 |
| 5245.03 · Building & Equipment Maint. | 27,497.04 | 30,000.00 | 91.7% | 36,000.00 |
| 5245.04 · Public Relations | 12,599.65 | 7,500.00 | 168.0% | 10,000.00 |
| 5245.05 · Automation | 29,460.72 | 30,000.00 | 98.2% | 35,000.00 |
| 5245.06 · Programs | 9,054.66 | 12,000.00 | 75.5% | 15,000.00 |
| 5245.07 · Credit Cards - Merchant fees | 276.72 | 20,000.00 | 1.4% | 500.00 |
| 524500 · Admin Support-Direct - Other | 253.48 | - | 0.0% | 500.00 |
| Total 524500 · Admin Support-Direct | 101,489.76 | 159,500.00 | 63.6% | 128,000.00 |
| 524520 · Admin Support-Indirect | | | | |
| 52452.1 · Association Dues | 8,282.67 | 10,000.00 | 82.8% | 10,000.00 |
| 52452.2 · Insurance | 25,501.32 | 30,000.00 | 85.0% | 31,000.00 |
| 52452.3 · Insurance - Workers Comp. | 6,187.55 | 10,000.00 | 61.9% | 5,000.00 |
| 52452.4 · County Charges | 5,567.23 | 7,000.00 | 79.5% | 7,000.00 |
| 52452.5 · Staff Development / Travel | 7,957.50 | 12,000.00 | 66.3% | 15,000.00 |
| 52452.6 · Professional Services | 9,327.90 | 75,000.00 | 12.4% | 100,000.00 |
| 52452.7 · Miscellaneous Expense | 441.74 | 3,000.00 | 14.7% | 1,000.00 |
| 524560 · Auditing and Accounting | 52,112.98 | - | 0.0% | 55,000.00 |
| 524520 · Admin Support-Indirect - Other | 916.49 | - | 0.0% | 2,000.00 |
| Total 524520 · Admin Support-Indirect | 116,295.38 | 147,000.00 | 79.1% | 226,000.00 |

| | Jul 22-Mar 23 | FY23 Budget | % YTD | Prop. FY24 Budget |
|---|---------------------|---------------------|---------------|---------------------|
| 524600 · Materials | | | | |
| 5246.01 · Materials - Periodicals | 2,696.06 | 3,000.00 | 89.9% | 3,000.00 |
| 5246.02 · Materials - Ref / Databases | 9,197.09 | 10,000.00 | 92.0% | 10,000.00 |
| 5246.03 · Materials -Non-Fiction | 5,568.02 | 13,000.00 | 42.8% | 13,000.00 |
| 5246.04 · Materials -Fiction / Replacemts | 13,940.11 | 17,000.00 | 82.0% | 19,000.00 |
| 5246.05 · Materials - Youth | 24,014.79 | 27,000.00 | 88.9% | 30,000.00 |
| 5246.06 · Materials - Audio | 3,701.63 | 5,000.00 | 74.0% | 5,000.00 |
| 5246.07 · Materials - Video | 8,063.24 | 12,000.00 | 67.2% | 12,000.00 |
| 5246.08 · Materials - Bookmobile | 2,265.63 | 4,000.00 | 56.6% | 4,000.00 |
| 5246.10 · Materials - McNaughton / E-book | 23,057.82 | 32,000.00 | 72.1% | 32,000.00 |
| 5246.11 · Materials - Spanish Language | 1,288.47 | 3,000.00 | 42.9% | 3,000.00 |
| 5246.12 · Materials - Graphic Novels | 5,226.76 | 6,000.00 | 87.1% | 7,000.00 |
| 5246.13 · Materials - Standing Orders | 3,904.81 | 7,000.00 | 55.8% | 7,000.00 |
| Total 524600 · Materials | 102,924.43 | 139,000.00 | 74.0% | 145,000.00 |
| 529540 · Utilities | | | | |
| 5295.01 · Phone / Alarms / Website | 6,505.58 | 24,000.00 | 27.1% | 10,000.00 |
| 5295.02 · Electric | 20,631.73 | 25,000.00 | 82.5% | 28,000.00 |
| 5295.03 · Water / Sewer / Gas | 5,172.62 | 7,000.00 | 73.9% | 8,000.00 |
| 5295.04 · OCLC Access | 8,623.24 | 10,000.00 | 86.2% | 9,000.00 |
| 5295.05 · Trash & Pest Control | 2,455.16 | 3,000.00 | 81.8% | 4,000.00 |
| Total 529540 · Utilities | 43,388.33 | 69,000.00 | 62.9% | 59,000.00 |
| 5300 · Grant Expenses | | | | |
| 5301 · ESL Grant Expenses | 1,150.89 | - | 0.0% | 16,000.00 |
| 5302 · Literacy Grant Expenses | 2,871.21 | - | 0.0% | 25,000.00 |
| 5303 · Family Literacy Grant Expenses | 1,639.17 | - | 0.0% | 10,000.00 |
| 5315 · Lunch at the Library Grant Exps | 252.00 | - | 0.0% | 6,680.00 |
| 5320 · E-Rate Grant Expenses | 7,564.14 | - | 0.0% | 13,000.00 |
| 5325 · Zip Book Grant Expenses | 6,429.73 | - | 0.0% | 8,500.00 |
| Total 5300 · Grant Expenses | 19,907.14 | - | 0.0% | 79,180.00 |
| 5460 · Capital Outlay | 2,340.00 | 31,000.00 | 7.5% | 31,000.00 |
| 546020 · Misc Equipment | 2,069.21 | 25,000.00 | 8.3% | 25,000.00 |
| Total Expense | 1,439,052.43 | 2,108,000.00 | 68.3% | 2,335,185.00 |
| Net Ordinary Income | 2,548,873.80 | 2,625,375.00 | 97.1% | 2,693,690.00 |
| Other Income/Expense | | | | |
| Other Expense | | | | |
| 581000 · Contingency | 7,907.26 | 75,000.00 | 10.5% | 50,000.00 |
| Total Other Expense | 7,907.26 | 75,000.00 | 10.5% | 50,000.00 |
| Net Other Income | -7,907.26 | 75,000.00 | -10.5% | 50,000.00 |
| Net Income | 2,540,966.54 | 2,550,375.00 | 99.6% | 2,643,690.00 |

Building Forward Round Two

APPLICATION APPROVAL & CERTIFICATION

Application(s)

List the organization applying for Building Forward Round Two funds along with the Library Jurisdiction and Facility related to the application. If multiple applications will be submitted, list all library facilities below and submit this signed form with each application.

| | |
|--|---------------------------|
| Applicant Organization: | Beaumont Library District |
| Library Jurisdiction: | Beaumont Library District |
| Library Facility or Facilities: | Beaumont Library District |

Approval and Certification

The party below attest to and certify that the information provided in the submitted application(s) are true, complete, and accurate. If selected for funding, the applicant agrees to execute the project(s) based on the data provided in the application(s) and by all related rules and grant policies.

AUTHORIZED REPRESENTATIVE OF THE APPLICANT ORGANIZATION (signature of the person listed in the application as authorized to make an application and sign the grant agreement if awarded)

| | |
|---|-----------------|
| Authorized Representative Name: | Luren Dickinson |
| Title: | Director |
| Authorized Representative Signature: | |
| Date: | May 5, 2023 |

EXTENDED TRANSITION RECOMMENDATIONS (Already adopted) (Amended)

Recommendation 1

Extend my current, full-time contract for 15 months, from April 1, 2023 through June 30, 2024.

Rationale: One factor for determining a CalPERS pension is Final Average Salary, which is based upon the highest three "July-through-June" fiscal year salaries, so extending my full-time contract through June 2024 would ensure that my final fiscal year salary would be high enough to be included in that calculation.

Recommendation 2

Add an addendum to the current contract extending my employment on a full-time basis, from July 1, 2024 through December 31, 2024.

Rationale: Library policy currently requires that an employee must work a minimum of 70 to 80 hours per two-week pay period to obtain health insurance coverage. It would be better overall for me to work 40 hours per week than to change the policy, which could complicate matters in the future. Having full-time status would allow me to retain full-time benefits and keep a schedule that would offer full oversight of daily operations and the planned construction project without the need to change policy and possibly create future problems.

Recommendation 3

Allow me to remain on the payroll in early 2025 as Director Emeritus and to have my accumulated vacation hours paid out over the first few weeks of 2025 and to work any minimal additional time afterward, as may be required by CalPERS regulations, prior to my actual retirement.

Rationale: Paid out over time, vacation time can be treated as CalPERS service credit, which could then be combined with accumulated sick leave to complete several more weeks of CalPERS service credit.

Recommendation 4

Delay the search process for new a Director until early 2024 with a goal of naming the "Director-designate" in October 2024 and having the selected person taking over the Director position on January 1, 2025.

Rationale: This would allow more time for the search process and shorten the overlap between the incumbent and successor as recommended by most management experts.

Recommendation 5

Keep the provisions that allow the contract to be ended early by advance notice, mutual consent, or for other reasons, as well as to further extend my employment should the unexpected happen and/or the need arise.

Rationale: Things may go smoothly and stay on schedule or they may not go as expected, whether there are delays in starting construction or the search process for a successor does not go as planned.