

# BEAUMONT LIBRARY DISTRICT

**BOARD OF TRUSTEES MEETING**  
**6:30 p.m. at the Library – January 26, 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. FY22 AUDIT REPORT
- B. GRANT UPDATES
- C. GOALS PROGRESS REPORT

4. NEW BUSINESS

- A. FY23 2nd QUARTER FINANCIAL REPORTS
- B. DESIGN DISCUSSION & ROUND 2 GRANT

ADDED STARTERS AND COMMUNICATIONS

TRUSTEE COMMENTS AND REQUESTS

PUBLIC COMMENTS – 3-minute limit

CLOSED SESSION to discuss Director's annual review process

ADJOURNMENT

# BEAUMONT LIBRARY DISTRICT

## BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library – December 15, 2022  
125 East Eighth St., Beaumont, CA

### MINUTES

CALL TO ORDER – President Coleman called the meeting to order at 6:33 p.m.

ROLL CALL – M. Coleman, Bret Mahoney, S. Perry, L. Dickinson

ABSENT: C. Carr, M. Lillard-Geiser

GUESTS: M. Cook (via Zoom)

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

#### 1. CONSENT ITEMS

Approval of Minutes of the previous meeting.

MOTION: (Mahoney/Coleman) to approve the Minutes as presented. (3-0-2)

#### 2. DIRECTOR'S REPORT

General Ledger Report – Expenses highlighted were for a new supply of postage stamps, gutter cleaning, our continued GASB and QuickBooks work, and window cleaning.

Activity Summary Report – Circulation for the month was up 11% over last November and up 24% compared YTD. The monthly numbers were 18% below 2019, but the YTD numbers were only 10% below 2019.

Changes in Status of District Employees – There were no changes in personnel.

#### 3. OLD BUSINESS

##### A. MEASURE M & GRANT UPDATES

The ballot count for Measure M was finished on December 8 by Riverside County. It showed that there were 17,661 votes cast with 8,904 (50.4%) in favor and 8,757 (49.6%) against. Even though we put a "thank you" ad in the Record Gazette stating that Measure did not get "the necessary two-thirds support" for passage, many people assumed we had won the election because we got a slim majority of the votes. Out of 32 precincts, the four with the highest percentage of

“yes” votes ranged from 52.8% to 55.8% in favor, and less than half of the precincts (15) voted positively for Measure M. The lead article in our December newsletter discusses the Library’s next steps and it may be published as a letter to the editor in the Record Gazette. The campaign committee’s bank account will be closed soon with the remaining balance of about \$20 designated as a donation to the Friends. Two final forms are required to be completed and submitted to the state by December 31.

In terms of grant news, we finally received the check for our Zip Books program in the amount of \$7,128. We also received a check for \$2,935 from the Inland Library System for e-resources, which we will use for OverDrive purchases. There are still a couple steps to be completed before 50% of our Building Forward funding is released. Since the original award announcements, six other libraries have received grants ranging from \$6 to \$9 million, which drops our grant from the 20<sup>th</sup> to 26<sup>th</sup> largest awarded. In the meantime, the California State Library has announced Round 2 of the Building Forward program. An optional statement of interest is due tomorrow and we do plan on submitting one.

#### B. DESIGN DISCUSSION

Alex Ramsey, of Engberg Anderson Architects, has prepared two options for using the \$4.8 million grant award and \$2.4 million in local match funds as part of a two-phased construction plan. Phase 1 would cost approximately \$7.5 million and include renovation and a small addition. It would be followed by a Phase 2 costing approximately \$12.5 million and include additional expansion. Option 1 for the first phase would be a one-level addition south of the current facility, followed by a two-story addition to the east of the 1965 structure. Option 2 for Phase 1 would be a two-story addition around the elevator area, followed by a two-level addition to the south. Both options would require removing the live oak tree in the parking lot, so we will be bringing in an arborist to examine the tree in January. We will continue to look at available options in January.

### 4. NEW BUSINESS

#### A. BOARD APPOINTMENTS & ELECTION OF OFFICERS

Certificates of Appointment in Lieu of Election have been received from Riverside County for the four trustees whose service will continue. Three of the four certificates have been signed and countersigned with the last one expected to be completed next week.

Per the Board by-laws, it is once again time for the election of officers. The last election was conducted in 2020. The term of service for each office is two years.

MOTION: (Mahoney/Perry) to nominate Margaret Coleman as President. (3-0-2)

MOTION: (Coleman/Perry) to nominate Bret Mahoney as Secretary. (3-0-2)

## B. STAFF APPRECIATION DINNER

The Director announced that he is planning to host a Staff Appreciation Dinner on Tuesday evening, December 20, instead of distributing restaurant gift cards as was done during the pandemic. The Morongo venue used in the past is no longer in operation and there are no suitable locations in Beaumont. As a result, the event will be held at the Library and catered with food from Domenico's. In order to make the timing work, the Library will need to close two hours early on that date.

MOTION: (Coleman/Mahoney) to approve closing the Library at 5 p.m. on Tuesday, December 20. (3-0-2)

## ADDED STARTERS AND COMMUNICATIONS

Mr. Dickinson announced that he has approved the placement of a second collection bin for Discover Books by the garage where the Friends of the Library sort and store donation. There will still be a donation bin by the library drop box next to the alley.

## TRUSTEE COMMENTS AND REQUESTS

Mr. Mahoney suggested investigating grants and corporate sources to supplement funding for the library's building program. The Director look into what opportunities might be available.

## PUBLIC COMMENTS

Mr. Cook thanked the Library and staff for their support during the health issues that he and his wife have dealt with over the past several months. They are starting to turn Friends duties over to others. He has been President of the Friends since about 1994 and his current term ends next October. His wife's term runs a year longer if she decides to stay that long. In the meantime, the transition is being worked out in terms of procedures and schedules.

ADJOURNMENT - at 7:30 p.m.

APPROVED:

DATE:



BEAUMONT LIBRARY DISTRICT

## **Director's Report January 26, 2023**

### **Activity Summary**

Our annual Staff Appreciation Dinner, held on the second floor of the Carnegie after hours on December 20, was a festive and relaxing occasion that was enjoyed by those attending, many of whom won raffle prizes between the meal and desserts. The final reports for two grants, including “3D Design Coaching” and “Time to Talk Tech,” were completed by the end of December. We also completed our FY22 ESL grant expenditures (that were allowed through December 31) and submitted the final FY22 comprehensive report for all of our literacy grants (Adult, Family, and ESL) by the end of the year. To cap off 2022, our food donation drive for Carol’s Kitchen was a big success with the 95-gallon collection container filled to capacity five times! The first public announcement of our new “fine free” policy went out this month via the library newsletter, website, and social media. The rollout was purposely low key, with overdue fine amounts waived or significantly reduced since July 1, so that there would be little backlash from those who might have made large payments right before. I reviewed an audit report draft on January 11 and a Nigro & Nigro representative will discuss the audit at the Board meeting.

### **Personnel Changes**

Jennifer Perez, who has been working for us as a part-time employee since September, has accepted our offer of a full-time position as Associate Librarian at \$30.15 per hour, effective January 12. She is pursuing her master’s degree in Library and Information Science.

### **Meetings & Activities**

January 1	New Year’s Day holiday, Library Closed
January 11	Conference call to discuss annual audit with Nigro & Nigro
January 11	Collaborative Agencies Committee meeting, BUSD
January 16	Martin Luther King, Jr. Day holiday, Library Closed
January 17	4 <sup>th</sup> Annual Amazing Shake Competition, San Geronio Middle School
January 19	Beaumont-Cherry Valley Rotary Club meeting, Chatigny Center

11:00 AM

## Beaumont Library District

01/14/23

## General Ledger

Accrual Basis

As of December 31, 2022

Type	Date	Num	Name	Memo	Split	Amount
<b>101100 · Wells Fargo Checking</b>						
Check	12/02/2022		TASC		515080 · Healt...	-744.00
Check	12/05/2022		CALPERS		513000 · Retir...	-1,639.60
Check	12/05/2022		CALPERS		513000 · Retir...	-3,018.92
Check	12/06/2022		CALPERS		2022 · CalPER...	-1,440.00
Check	12/06/2022		CALPERS		515080 · Healt...	-7,069.20
Deposit	12/07/2022			Deposit	-SPLIT-	307,811.30
Deposit	12/07/2022			Deposit	732120 · Librar...	42.90
Check	12/07/2022		City of Beaumont		5295.03 · Wat...	-94.42
Check	12/07/2022		City of Beaumont		5295.03 · Wat...	-151.26
Check	12/07/2022		Frontier		5295.01 · Phon...	-223.87
Check	12/08/2022		CALPERS		2022 · CalPER...	-1,440.00
Check	12/08/2022		CALPERS		513000 · Retir...	-1,727.89
Check	12/08/2022		CALPERS		513000 · Retir...	-3,019.78
Check	12/09/2022	5137	Susan Turley		5245.06 · Prog...	-350.00
Check	12/09/2022	5138	Tom Lara Landscapi...		5245.03 · Build...	-480.00
Deposit	12/12/2022			Deposit	732120 · Librar...	16.00
Check	12/12/2022		Merchant Fee		5245.07 · Cred...	-118.31
Bill Pmt -Check	12/13/2022	5140	SDRMA		2000 · Account...	-202.45
Bill Pmt -Check	12/13/2022	5142	Kelly Van Valkenburg		2000 · Account...	-411.18
Bill Pmt -Check	12/13/2022	5141	Scholastic		2000 · Account...	-87.87
Bill Pmt -Check	12/13/2022	5143	New Reader's Press		2000 · Account...	-77.58
Bill Pmt -Check	12/13/2022	5144	Press Enterprise		2000 · Account...	-743.88
Bill Pmt -Check	12/13/2022	5145	Beaumont Print		2000 · Account...	-657.28
Bill Pmt -Check	12/13/2022	5146	ALA		2000 · Account...	-236.00
Bill Pmt -Check	12/13/2022	5147	Coldren's Cleaning ...		2000 · Account...	-465.00
Bill Pmt -Check	12/13/2022	5148	Overdrive		2000 · Account...	-4,284.28
Bill Pmt -Check	12/13/2022	5149	Smith's Carpet, Tile ...		2000 · Account...	-1,249.12
Bill Pmt -Check	12/13/2022	5150	Terminix		2000 · Account...	-157.00
Bill Pmt -Check	12/13/2022	5151	Baker & Taylor		2000 · Account...	-143.80
Bill Pmt -Check	12/13/2022	5152	Ingram Library Servi...		2000 · Account...	-6,260.57
Bill Pmt -Check	12/13/2022	5153	Midwest Tape		2000 · Account...	-1,301.69
Bill Pmt -Check	12/13/2022	5154	Oriental Trading		2000 · Account...	-137.88
Bill Pmt -Check	12/13/2022	5155	Record Gazette		2000 · Account...	-475.00
Bill Pmt -Check	12/13/2022	5156	TASC		2000 · Account...	-114.26
General Journal	12/14/2022	ke 1.1...	CALPERS	CalPERS Cla...	513000 · Retir...	-1,696.69
General Journal	12/14/2022	ke 1.1...	CALPERS	CalPERS PE...	513000 · Retir...	-2,544.70
General Journal	12/14/2022	ke 1.1...	CALPERS	CalPERS 457...	513000 · Retir...	-1,440.00
Deposit	12/14/2022			Deposit	732120 · Librar...	8.50
Check	12/14/2022		Edison		5295.02 · Elect...	-1,377.30
Bill Pmt -Check	12/16/2022	5157	Teresa Amaya		2000 · Account...	-55.00
Deposit	12/19/2022			Deposit	732120 · Librar...	31.20
Check	12/19/2022		Wells Fargo Busines...		-SPLIT-	-1,322.52
Check	12/20/2022		Waste Management		5295.05 · Tras...	-167.94
Check	12/20/2022		CALPERS		513000 · Retir...	-200.00
Check	12/21/2022		Wex Fleet Card		5245.02 · Book...	-112.22
Check	12/21/2022		So Cal Gas		529540 · Utilities	-375.46
Check	12/21/2022		CALPERS		513000 · Retir...	-1,699.69
Check	12/21/2022		CALPERS		513000 · Retir...	-2,544.70
Check	12/27/2022		CALPERS		2022 · CalPER...	-1,440.00
General Journal	12/28/2022	ke 1.1...	CALPERS	CalPERS Cla...	513000 · Retir...	-1,597.90
General Journal	12/28/2022	ke 1.1...	CALPERS	CalPERS PE...	513000 · Retir...	-2,159.29
General Journal	12/28/2022	ke 1.1...	CALPERS	CalPERS 457...	513000 · Retir...	-1,440.00
Check	12/29/2022		CALPERS		513000 · Retir...	-1,718.08
Check	12/29/2022		CALPERS		513000 · Retir...	-2,112.23
Deposit	12/30/2022			Deposit	732120 · Librar...	27.50
Deposit	12/30/2022			Deposit	732120 · Librar...	398.95
Deposit	12/30/2022			Deposit	781360 · Other...	2,935.00
Deposit	12/30/2022			Deposit	740020 · Intere...	21.23

Total 101100 · Wells Fargo Checking

248,766.77

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

1053.02 · FMV - Cash in County - ACO

Total 1053.02 · FMV - Cash in County - ACO

1053.03 · FMV - Cash in County - Endow

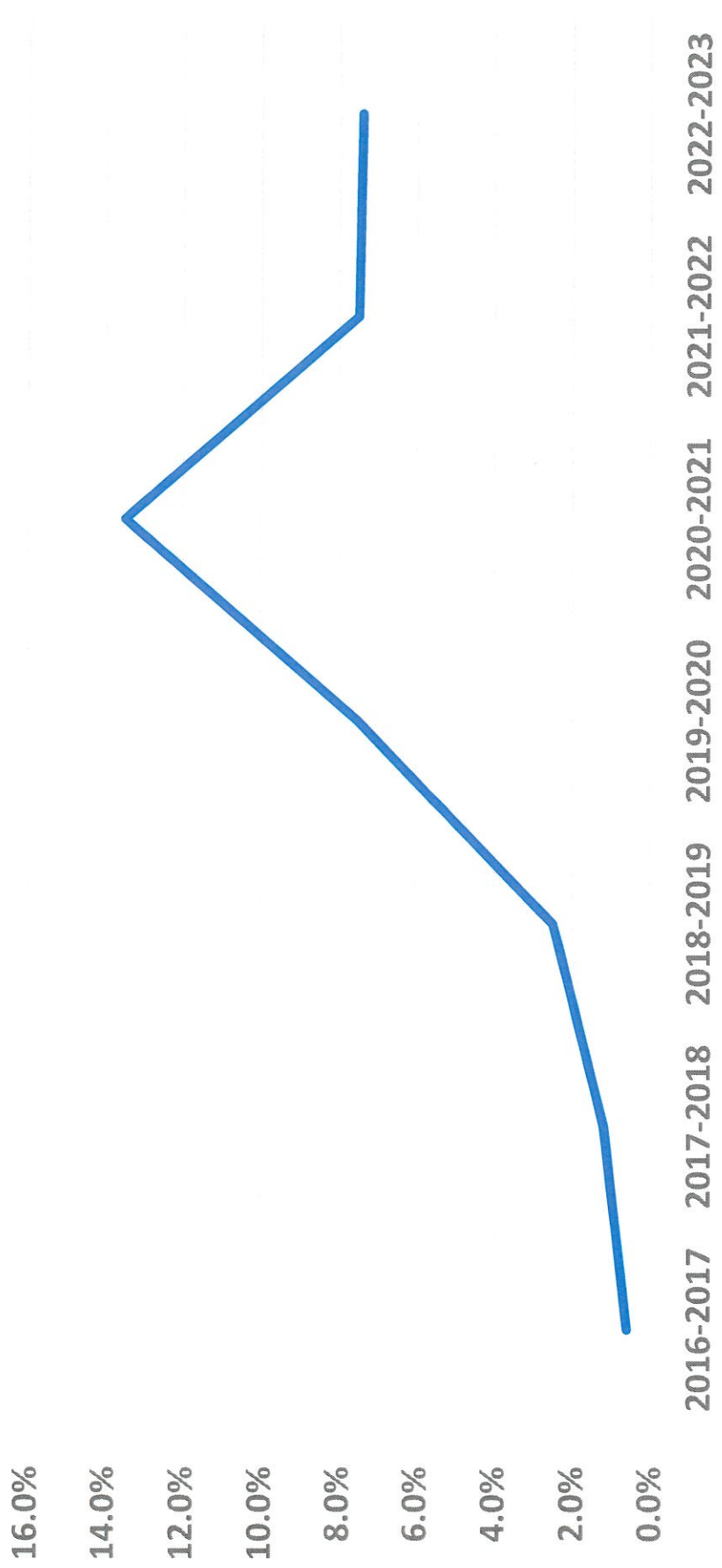
Total 1053.03 · FMV - Cash in County - Endow

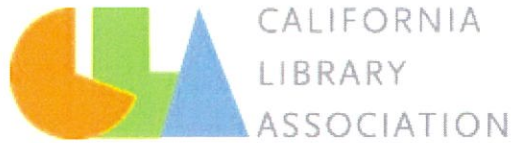
# Beaumont Library District Activity Report

December 2022

	Month	YTD	Prior Yr. Mo.	Prior YTD	Registration Activity	Month	YTD	Prior Yr. Mo.	Prior YTD
<b>Circulation Activity</b>									
Items Checked Out	5510	42440	4651	34990	CS Added	0	0	0	0
Items Checked In	6141	46622	5565	38401	JP Added	8	120	17	113
Items Renewed	2541	14093	1784	10439	LT Added	0	0	0	0
<b>Circulation Totals</b>	<b>14192</b>	<b>103155</b>	<b>12000</b>	<b>83830</b>	OBR Added	44	461	12	63
					PT Added	9	170	52	380
<b>Hold Activity</b>					YP Added	3	50	6	72
Holds Added	445	3708	430	3536	CS Deleted	0	0	0	0
Holds Arrived	691	5298	709	5310	JP Deleted	0	11	1	3
Holds Canceled	32	277	36	357	LT Deleted	0	0	2	4
Holds Checked Out	464	3354	439	3287	OBR Deleted	1	48	116	238
<b>Holds Totals</b>	<b>1632</b>	<b>12637</b>	<b>1614</b>	<b>12490</b>	PT Deleted	3	23	9	24
					YP Deleted	0	7	4	9
<b>Overdue Notices</b>					CS Updated	0	0	0	0
First Notices	1423	7451	920	4251	JP Updated	7	84	41	156
Second Notices	664	3543	317	1761	LT Updated	1	1	0	1
Third Notices	410	2288	200	1099	OBR Updated	4	31	0	0
Courtesy Notices	4342	30723	3349	22337	PT Updated	197	1636	212	1091
<b>Total Notices</b>	<b>6839</b>	<b>44005</b>	<b>4786</b>	<b>29448</b>	YP Updated	5	65	61	171
					<b>Registration Totals</b>	<b>282</b>	<b>2707</b>	<b>533</b>	<b>2325</b>
<b>Fines Paid &amp; Waived</b>					CS=No computer use	JP=0 to 9	LT=Outreach	OBR=Online	PT=Age 18+
Fines Paid	\$ 407.20	\$ 2,301.30	\$ 285.40	\$ 3,093.25					YP=10-17
Fines Waived	\$ 1,378.60	\$ 7,585.47	\$ 275.10	\$ 5,720.70					
<b>Fines Balance</b>	<b>\$ (971.40)</b>	<b>\$ (5,284.17)</b>	<b>\$ 10.30</b>	<b>\$ (2,627.45)</b>					
<b>E-Material Usage</b>					<b>Collection Growth</b>				
Hoopla	43	377	50	261	Titles Added	679	2860	544	2905
Overdrive	525	3402	461	3150	Titles Deleted	192	2339	521	2368
eMagazines	33	60	3	106	<b>Titles Change</b>	<b>487</b>	<b>521</b>	<b>23</b>	<b>537</b>
					Items Added	721	3160	635	3217
<b>Database Usage</b>					Items Deleted	281	3077	681	3499
Ancestry	318	1320	982	2372	<b>Items Change</b>	<b>440</b>	<b>83</b>	<b>-46</b>	<b>-282</b>
GreenFILE	14	28	0	5	<b>Public Computer Use</b>	239	1752	188	1322
HeritageQuest	0	2	1	1	<b>Reference Interaction</b>	791	6519	728	6655
Learning Express	0	26	10	146	<b>Website Visits</b>	2674	20428	1957	12987
Novelist	26	222	0	17					
ProQ K-12	4	12	0	2					

# E-Materials as a Percentage of Total Checkouts





TO: CLA MEMBERS/ GUESTS/ NETWORK CONTACTS  
FROM: Christina DiCaro, CLA Lobbyist  
DATE: January 11, 2023  
RE: News from the Capitol

## GOVERNOR NEWSOM RELEASES STATE BUDGET PROPOSAL

*Popular library programs appear to be protected from cuts*

This morning Governor Gavin Newsom released his January 2023-24 State Budget proposal in a press conference in Sacramento, calling it a Budget to “protect the most vulnerable Californians” during challenging fiscal times. As had been anticipated, the state is facing a sizable budget deficit this year, with the Governor’s office forecasting a \$29.5 billion deficit that will need to be addressed with a series of actions. The Governor suggests tackling the major deficit with a “balanced plan of funding delays, reductions and pullbacks, fund shifts, trigger reductions, and limited revenue generation and borrowing to address the budget problem.” Over the course of the last few Budget cycles the Governor and Legislature, anticipating a future economic downturn or potential Recession, socked away a significant amount of funds in the state’s reserve accounts. While the Reserves could possibly be tapped to address the \$29.5 billion deficit, the Governor “does not propose to draw from the state’s reserve accounts to close the budget gap.” He writes in his Budget summary document:

*“Due to the work that the Governor and the Legislature have done to plan for a revenue shortfall such as this one, the Budget is able to maintain the majority of recent commitments, including continuing to build upon programs and services that the most vulnerable populations rely even more heavily upon during economic downturns. However, considerable risks to the economy remain. In particular, if the economy slips into a recession in the coming months, there will be more difficult decisions ahead. The Administration has taken steps in the Budget, such as not using the state’s reserves, to ensure there is additional capacity to protect the programs and services that California residents rely on...”*

In what appears to be relatively positive news for public library funding given the state’s fiscal challenges, the Governor’s Budget does not propose cuts or deferrals to the historic, major appropriations that public library programs received in the 2021-22 and 2022-23 state budgets, including \$439 million (Budget year 2021-22) and \$50 million (Budget year 2022-23) for library infrastructure projects. The Governor does propose suspending the \$100 million that he and the legislature intended for public library infrastructure projects this Budget year, if the state’s fiscal picture would have allowed. Instead, the Governor suggests that the \$100 million for library infrastructure money intended for 2023-24 be delayed until 2024-25 at which time \$33 million could be made available, then \$33 million in year 2025-26, and \$33 million in year 2026-27. Again, this is just a proposal from the Governor, and it will be subject to extensive discussions with the legislature over the course of the next 5-6 months as the state Budget is developed. Also notable is that the Governor has chosen to protect funding for popular programs such as Lunch at the Library, the Dolly Parton’s Statewide Imagination Library, and online public library subscriptions for job training and workforce development programs.

The Senate and Assembly Budget Committees and their subcommittees will begin holding hearings on the various pieces of Governor Newsom’s Budget in the coming weeks. The Governor will release a May Revision of his January Budget in mid-May, which will serve as an updated analysis of the state’s fiscal picture after the April tax receipts are in hand. The legislature is required to send the Governor a Budget bill by the Constitutional deadline of June 15.

## 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**

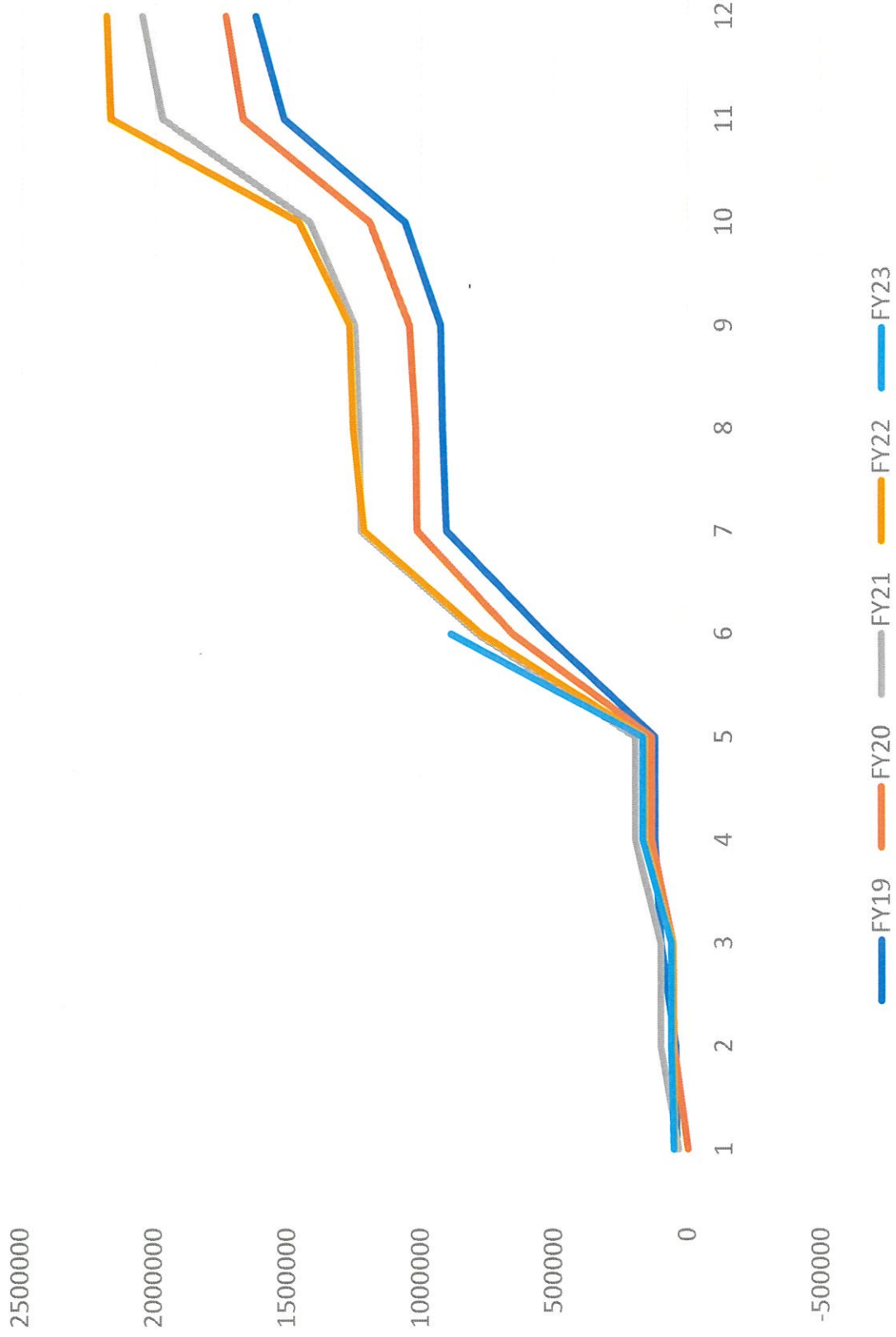
- Pursue construction-related grant funding for security, technology, etc.
- Put library renovation and expansion project out for design-build bids
- Interview design-build firms; select lowest, most responsive/responsible
- Confer with design-build firm as design development process begins
- Assist 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 Proposed 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	673,711.74	-1,326,288.26	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	1,362.33	-3,637.67	Incremental taxes reinstated
PROP TAX CURRENT SUPPL	30,006.12	16,720.91	8,000.00	9,189.48	1,189.48	Current supplemental
PROP TAX PRIOR SUPPL	12,474.84	27,117.47	29,000.00	2,452.38	-26,547.62	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	27,588.53	26,588.53	Earnings on General Fund
CA-HOMEOWNERS TAX RELIEF	16,077.03	16,071.06	16,000.00	2,443.40	-13,556.60	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
<b>ASSUMED GEN. FUND TOTALS</b>	<b>2,050,389.10</b>	<b>2,180,115.44</b>	<b>2,313,000.00</b>	<b>886,089.92</b>	<b>-1,426,910.08</b>	
<b>ACO FUND</b>	<b>150,000.00</b>	<b>175,000.00</b>	<b>250,000.00</b>	<b>0.00</b>	<b>-250,000.00</b>	<b>Transfers</b>
<b>INCOME AND EXPENSES</b>	<b>-6,324.90</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>41,241.92</b>	<b>36,241.92</b>	<b>Interest and Expenses</b>
<b>ASSUMED ACO FUND TOTALS</b>	<b>143,675.10</b>	<b>180,000.00</b>	<b>255,000.00</b>	<b>41,241.92</b>	<b>-213,758.08</b>	
<b>LIBRARY ENDOWMENT FUND</b>	<b>2,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Library endowment</b>
<b>INTEREST AND DONATIONS</b>	<b>9.22</b>	<b>500.00</b>	<b>500.00</b>	<b>531.18</b>	<b>31.18</b>	
<b>ASSUMED LIBRARY TOTALS</b>	<b>2,209.22</b>	<b>500.00</b>	<b>500.00</b>	<b>531.18</b>	<b>31.18</b>	
<b>FRIENDS ENDOWMENT FUND</b>	<b>2,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Friends endowment</b>
<b>INTEREST AND DONATIONS</b>	<b>9.21</b>	<b>500.00</b>	<b>500.00</b>	<b>531.18</b>	<b>31.18</b>	
<b>ASSUMED FRIENDS TOTALS</b>	<b>2,209.21</b>	<b>500.00</b>	<b>500.00</b>	<b>531.18</b>	<b>31.18</b>	
<b>ASSUMED ENDOWMENT TOTALS</b>	<b>4,418.43</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>1,062.36</b>	<b>62.36</b>	

# Beaumont Library District

## Cumulative Month-by-Month Tax Revenue



**Beaumont Library District**  
**Budget Performance Summary (Unaudited)**  
**July 1, 2022 - December 31, 2022**

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D = A/B</b>
	<b>YTD through 12/31/22</b>	<b>FY 2022/23 Adopted Budget</b>	<b>Over (Under) Budget</b>	<b>YTD Target 50%</b>
<b>1 REVENUE</b>				
2 Property Taxes & Assessments	\$ 777,953	\$ 2,136,000	\$ (1,358,047)	36%
3 Contractual & Redevelopment	80,548	171,000	(90,452)	47%
4 Fines & Fees	2,547	4,000	(1,453)	64%
5 Interest Income	15,843	1,000	14,843	1584%
6 Other Income	19,810	1,000	18,810	1981%
<b>7 TOTAL REVENUE</b>	<b>896,701</b>	<b>2,313,000</b>	<b>(1,416,299)</b>	<b>39%</b>
<b>8 EXPENSES</b>				
<b>9 Salaries &amp; Benefits</b>				
10 Salaries	547,623	1,080,000	(532,377)	51%
11 Health and Life Insurance	43,968	121,000	(77,032)	36%
12 Payroll Taxes	40,599	86,500	(45,901)	47%
13 Retirement	138,841	250,000	(111,159)	56%
<b>14 Total Salaries &amp; Benefits</b>	<b>771,030</b>	<b>1,537,500</b>	<b>(766,470)</b>	<b>50%</b>
<b>15 Operating Expenses</b>				
16 Operations	78,429	159,500	(81,071)	49%
17 Administrative	81,652	147,000	(65,348)	56%
18 Materials	63,893	146,000	(82,107)	44%
19 Utilities	28,064	69,000	(40,936)	41%
<b>20 Total Operating Expenses</b>	<b>252,037</b>	<b>521,500</b>	<b>(269,463)</b>	<b>48%</b>
<b>Other Expenses</b>				
21 Structures, Improvements & Equipment	3,833	56,000	(52,167)	7%
22 Contributions to Accumulated Capital Outlay (ACO)	-	250,000	(250,000)	0%
23 Contingency	7,907	75,000	(67,093)	11%
<b>24 Total Other Expenses</b>	<b>11,740</b>	<b>381,000</b>	<b>(369,260)</b>	<b>3%</b>
<b>25 TOTAL EXPENSES</b>	<b>1,034,808</b>	<b>2,440,000</b>	<b>(1,405,192)</b>	<b>42%</b>
<b>26 NET REVENUE / (EXPENSES)</b>	<b>\$ (138,106)</b>	<b>\$ (127,000)</b>	<b>\$ (11,106)</b>	

**Beaumont Library District**  
**Budget Performance Detail (Unaudited)**  
**July 1, 2022 - December 31, 2022**

	YTD through 12/31/22	Budget	\$ Over (Under) Budget	YTD Target 50%
<b>REVENUE</b>				
1	7000 · Property Tax Revenue			
2	7020 · Property Tax Current Secured	\$ 673,712	\$ 2,000,000	\$ (1,326,288) 34%
3	7025 · Property Tax Current Unsecured	91,237.48	94,000.00	(2,762.52) 97%
4	7035 · Property Tax Prior Unsecured	1,362.33	5,000.00	(3,637.67) 27%
5	7040 · Property Tax Current Suppl.	9,189.48	8,000.00	1,189.48 115%
6	7050 · Prop Tax Prior Year Suppl.	2,452.38	29,000.00	(26,547.62) 9%
7	Total 7000 · Property Tax Revenue	777,953.41	2,136,000.00	(1,358,046.59) 36%
8	715 · Contractual & Redevelopment			
9	7150 · RDV Property Tax LMIH Resdl Ast	78,104.58	155,000.00	(76,895.42) 50%
10	7160 · CA Homeowners Tax Relief	2,443.40	16,000.00	(13,556.60) 15%
11	Total 715 · Contractual & Redevelopment	80,547.98	171,000.00	(90,452.02) 47%
12	732120 · Library Fines and Fees	2,547.15	4,000.00	(1,452.85) 64%
13	740020 · Interest-Invested Funds	15,842.85	1,000.00	14,842.85 1584%
14	7800 · Other Income			
15	7820 · Rental Income	4,663.68	0.00	4,663.68 0%
16	7830 · Donations	3,055.00	1,000.00	2,055.00 306%
17	781360 · Other Misc. Revenue	12,091.38	0.00	12,091.38 0%
18	Total 7800 · Other Income	19,810.06	1,000.00	18,810.06 1981%
19	<b>TOTAL REVENUE</b>	896,701.45	2,313,000.00	(1,416,298.55)
<b>EXPENSES</b>				
20	5100 · Regular Salaries			
21	5100.01 · Salaries - Administration	147,469.62	280,000.00	(132,530.38) 53%
22	5100.02 · Salaries - Adult Services	100,625.70	181,000.00	(80,374.30) 56%
23	5100.03 · Salaries - Adult Literacy/Cmtty	47,257.60	90,000.00	(42,742.40) 53%
24	5100.04 · Salaries - Technical Mbr Svcs	97,142.44	199,000.00	(101,857.56) 49%
25	5100.05 · Salaries - Outreach & Youth Svc	128,394.32	276,000.00	(147,605.68) 47%
26	5100.06 · Salaries - Library Pages	12,067.98	27,000.00	(14,932.02) 45%
27	5100.07 · Salaries - Facilities & Grounds	14,665.01	27,000.00	(12,334.99) 54%
28	Total 5100 · Regular Salaries	547,622.67	1,080,000.00	(532,377.33) 51%
29	5130001 · Benefits			
30	515080 · Health Insurance			
30	5150801 · Health Insurance EE Reimburse.	(9,505.45)	0.00	(9,505.45) 0%
31	515080 · Health Insurance - Other	52,055.97	121,000.00	(68,944.03) 43%
32	Total 515080 · Health Insurance	42,550.52	121,000.00	(78,449.48) 35%
33	513150 · Employee Life Insurance	1,417.15	0.00	1,417.15 0%
34	513140 · Medicare Tax	7,802.71	18,500.00	(10,697.29) 42%
35	513120 · Social Security	32,796.51	68,000.00	(35,203.49) 48%
36	513020 · CalPERS - GASB 75 fee	700.00	0.00	700.00 0%
37	513010 · CalPERS UAL	83,357.00	0.00	83,357.00 0%
38	513000 · Retirement/Misc	54,783.87	250,000.00	(195,216.13) 22%
39	Total 5130001 · Benefits	223,407.76	457,500.00	(234,092.24) 49%

**Beaumont Library District**  
**Budget Performance Detail (Unaudited)**  
**July 1, 2022 - December 31, 2022**

	YTD through 12/31/22	Budget	\$ Over (Under) Budget	YTD Target 50%	
40	524500 · Admin Support-Direct				
41	5245.01 · Supplies	12,806.10	25,000.00	(12,193.90)	51%
42	5245.02 · Bookmobile	3,208.78	35,000.00	(31,791.22)	9%
43	5245.03 · Building & Equipment Maintenanc	16,205.92	30,000.00	(13,794.08)	54%
44	5245.04 · Public Relations	11,436.40	7,500.00	3,936.40	153%
45	5245.05 · Automation	29,460.72	30,000.00	(539.28)	98%
46	5245.06 · Programs	5,081.98	12,000.00	(6,918.02)	42%
47	5245.07 · Credit Cards - Merchant fees	228.75	20,000.00	(19,771.25)	1%
48	Total 524500 · Admin Support-Direct	78,428.65	159,500.00	(81,071.35)	49%
49	524520 · Admin Support-Indirect				
50	52452.1 · Association Dues	7,925.00	10,000.00	(2,075.00)	79%
51	52452.2 · Insurance	25,501.32	30,000.00	(4,498.68)	85%
52	52452.3 · Insurance - Workers Comp.	6,187.55	10,000.00	(3,812.45)	62%
53	52452.4 · County Charges	3,741.86	7,000.00	(3,258.14)	54%
54	52452.5 · Staff Development / Travel	4,783.24	12,000.00	(7,216.76)	40%
55	52452.6 · Professional Services	0.00	75,000.00	(75,000.00)	0%
56	52452.7 · Miscellaneous Expense	29.60	3,000.00	(2,970.40)	1%
57	524560 · Auditing and Accounting	33,483.28	0.00	33,483.28	0%
58	Total 524520 · Admin Support-Indirect	81,651.85	147,000.00	(65,348.15)	56%
59	524600 · Materials				
60	5246.01 · Materials - Periodicals	2,696.06	3,000.00	(303.94)	90%
61	5246.02 · Materials - Ref / Databases	5,964.78	10,000.00	(4,035.22)	60%
62	5246.03 · Materials -Non-Fiction	3,314.46	13,000.00	(9,685.54)	26%
63	5246.04 · Materials -Fiction / Replacemts	7,807.34	17,000.00	(9,192.66)	46%
64	5246.05 · Materials - Youth	16,432.39	27,000.00	(10,567.61)	61%
65	5246.06 · Materials - Audio	2,343.22	5,000.00	(2,656.78)	47%
66	5246.07 · Materials - Video	5,756.64	12,000.00	(6,243.36)	48%
67	5246.08 · Materials - Bookmobile	492.02	4,000.00	(3,507.98)	12%
68	5246.09 · Materials - Large Print	0.00	7,000.00	(7,000.00)	0%
69	5246.10 · Materials - McNaughton / E-book	12,158.65	32,000.00	(19,841.35)	38%
70	5246.11 · Materials - Spanish Language	697.27	3,000.00	(2,302.73)	23%
71	5246.12 · Materials - Graphic Novels	3,338.20	6,000.00	(2,661.80)	56%
72	5246.13 · Materials - Standing Orders	2,891.90	7,000.00	(4,108.10)	41%
73	Total 524600 · Materials	63,892.93	146,000.00	(82,107.07)	44%
74	529540 · Utilities				
75	5295.01 · Phone / Alarms / Website	3,414.16	24,000.00	(20,585.84)	14%
76	5295.02 · Electric	16,957.42	25,000.00	(8,042.58)	68%
77	5295.03 · Water / Sewer / Gas	1,788.27	7,000.00	(5,211.73)	26%
78	5295.04 · OCLC Access	4,311.62	10,000.00	(5,688.38)	43%
79	5295.05 · Trash & Pest Control	1,592.06	3,000.00	(1,407.94)	53%
80	Total 529540 · Utilities	28,063.53	69,000.00	(40,936.47)	41%

**Beaumont Library District**  
**Budget Performance Detail (Unaudited)**  
**July 1, 2022 - December 31, 2022**

	YTD through 12/31/22	Budget	\$ Over (Under) Budget	YTD Target 50%
81 Other Expenses				
82     542060 · ACO - Capital Expenses	0.00	31,000.00	(31,000.00)	0%
83     5460 · Capital Outlay	2,340.00	0.00	2,340.00	0%
84     546020 · Misc Equipment	1,492.87	25,000.00	(23,507.13)	6%
85     5420600 · ACO	0.00	250,000.00	(250,000.00)	0%
86     581000 · Contingency	7,907.26	75,000.00	(67,092.74)	11%
87     Total Other Expense	11,740.13	381,000.00	(369,259.87)	2%
88 <b>TOTAL EXPENSES</b>	1,034,807.52	2,440,000.00	(1,405,192.48)	
89 <b>NET REVENUE (EXPENSES)</b>	\$ (138,106.07)	\$ (127,000.00)	\$ (11,106.07)	109%

**Beaumont Library District**  
**Grant Revenue and Expenses (Unaudited)**  
**July 1, 2022 -December 31, 2022**

	YTD through 12/31/22	Budget	\$ Over (Under) Budget	YTD Target 50%	
<b>REVENUE</b>					
1	7200 · Grant Revenues				
2	7201 · ESL Grant	\$ 16,000	\$ -	\$ 16,000	0.00%
3	7202 · Literacy Grant	33,013	-	33,013	0.00%
4	7225 · Zip Book Grant	7,978	-	7,978	0.00%
5	<b>TOTAL REVENUE</b>	56,991	-	56,991	
<b>EXPENSES</b>					
6	5300 · Grant Expenses				
7	5301 · ESL Grant Expenses	\$ 380	\$ -	\$ 380	0.00%
8	5302 · Literacy Grant Expenses	1,833	-	\$ 1,833	0.00%
9	5303 · Family Literacy Grant Expenses	664	-	\$ 664	0.00%
10	5315 · Lunch at the Library Grant Expenses	252	-	\$ 252	0.00%
11	5325 · Zip Book Grant Expenses	2,196	-	\$ 2,196	0.00%
12	<b>TOTAL EXPENSES</b>	5,326	-	5,326	0.00%
13	<b>NET REVENUE (EXPENSES)</b>	\$ 51,665	\$ -	\$ 51,665	

**Beaumont Library District**  
**Director Performance Evaluation**  
**Timeline Overview**

<b><u>Date</u></b>	<b><u>Annual Review Discussion Items and Documents</u></b>
January 26	Review quarterly progress report on Director's goals Closed session to discuss Director's annual review process
February 9	E-delivery of the following to Library Trustees: Director's Self-Evaluation form Director's List of Accomplishments, 2022-2023 Director's Proposed Goals, 2023-2024 Executive Director Performance Evaluation form
February 23	Review of List of Accomplishments, 2022-2023 Review of Director's Proposed Goals, 2023-2024 Closed Session to review Director's performance
By mid-March	Board President presents composite review to Director
March 30	Completion of Director's annual review reported Merit increase, if any, to be designated in contract

## **Building Forward: Round 2 Grant Information**

- Statement of Interest
  - Opened: November 15, 2022
  - Closed: December 16, 2022
- Round Two Full Application Period
  - Application Period Opens: First Quarter 2023
  - Awards Announced: Third Quarter 2023
- Maximum award amount per library facility is \$10 million
- Grantees will be required to provide matching funds on a dollar-for-dollar basis. Applicants may apply for a reduction to their required match of up to 100% based on their Local Operating Income Per Capita (LIPC).
- The California Poverty Measure (CPM) will be used to identify and prioritize projects in high poverty areas of the state.

Unallowable expenditures include, but are not limited to:

- Costs incurred outside of the grant period
- Any expenditure not a part of the approved grant budget
- Land acquisition and related fees
- Programming and collections
- Software platforms
- Grant writing, fundraising, or lobbying
- Establishment of a reserve fund
- Federal or state taxes
- Entertainment or meals

\$176 million in one-time funds remain to be distributed in Round 2 and will be used to fund equity-based capital projects addressing critical maintenance needs, improving energy efficiency and sustainability, and expanding access digitally and physically. Projects from high poverty areas of the state will be prioritized.

## **Beaumont Library's Planning & Round 2 Application Strategy**

Plan for a \$12.5 million building renovation and expansion while submitting a Round 2 grant application, but assuming no new funds will be awarded and that the Round 1 award of \$4.8 million will be supplemented by \$7.7 million in funds from the Accumulated Capital Outlay Fund or from construction bonds we issue.

Regardless of this plan, our Round 2 application will request \$10 million in additional funding to supplement a hypothetical \$7.2 million building renovation and expansion (based on our Round 1 award of \$4.8 million plus the \$2.4 million local match).

Any construction, however funded, will take place no sooner than August 2024 and probably even later. If additional funding is received, whether through the Round 2 grant application or other sources, it can be added to the \$12.5 million plan as a Phase 2 project.

All grant funds must be expended by March 2026.