

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library – November 21, 2024

125 East Eighth St., Beaumont, CA

MINUTES

CALL TO ORDER – President Coleman called the meeting to order at 6:30pm

ROLL CALL – M. Coleman, B. Mahoney, C. Carr, M. Lillard-Geiser, S. Perry, L. Dickinson
GUESTS – K. Van Valkenburg

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

1. CONSENT ITEMS

Approval of Minutes of the previous meeting.

MOTION: (Mahoney/Perry) to approve the Minutes as presented. (5-0-0)

2. DIRECTOR'S REPORT

The Director noted that the first-ever development impact fees for Beaumont Library were approved by the City and will go into effect on January 6. Upwards of \$100,000 could be collected each year.

General Ledger Report – He noted expenses for printing, elevator repairs, IT services, removal of the wrap on the Sprinter van, and the monthly payment to C.W. Driver. He reported that the van will be put up for sale in the near future and could bring in as much as \$20,000 or more. In addition, a special coating will be added to the new Bookmobile to keep its wrap from sun damage.

Activity Summary Report – Circulation for October was less than pre-Covid October 2019, but much closer when counting e-book checkouts. Registrations, however, are up 24% and Reference interactions have increased 56%.

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

3. OLD BUSINESS

A. GRANT UPDATES

Our final report for the statewide Palace Project grant for e-books was approved earlier today and we should receive the final 10% payment of \$2,800 soon. We applied for another "Lunch at the Library" grant earlier in the week. It will be much smaller than in the past and involve pop-up programming outside the library. In other grant news, the "Stargazing" kits awarded through the Parks Pass grant program have been received.

B. BUILDING PROJECT UPDATES

Assistant Director Van Valkenburg gave a presentation on project happenings from the past month through February 2026. She and the Director have been meeting weekly with the C.W. Driver team. Some fencing has gone up on the south end of the parking lot and hazardous materials abatement will begin on the rental house next week with demolition expected in the latter half of December. We have signed a 12-month lease, beginning December 1, for the property at 232 W. 6th Street.

MOTION: (Coleman/Lillard-Geiser) to approve the 12-month lease, and month-to-month use thereafter, of the 232 W. 6th Street property at \$1,700 per month with a \$1,600 security deposit. (5-0-0)

Depending upon the construction schedule, we are looking at doing the big move of shelving and offices spaces in the days prior to the Presidents Day holiday in February. This would require the library to be closed. Multiple moving bids were presented, and the recommended company was Best Quality Movers at \$16,000.

MOTION: (Mahoney/Carr) to the bid of \$16,000 from Best Quality Movers to handle the moving of shelving and office spaces next year. (5-0-0)

C. CHANGE IN LIBRARY HOURS

Mr. Dickinson presented two options to reduce library hours in 2025 to save costs during the construction period. The 6-days-a-week option added up to 42 hours, but he recommended the 7-days-a-week option that amounted to 40 hours with open hours of 1 to 5 p.m. on Sundays, Wednesday, and Saturdays, and 10 a.m. to 5 p.m. on Mondays, Tuesdays, Thursdays, and Fridays. He also asked for early closing at 5 p.m. on December 4 (prior to the Staff Appreciation Dinner) and December 31 (New Year's Eve).

MOTION: (Carr/Coleman) to approve the new 7-days-a-week schedule, effective January 2, and 5 p.m. closings on December 4 and 31. (5-0-0)

CLOSED SESSION TO DISCUSS PERSONNEL MATTERS

MOTION: (Carr/Mahoney) to go into closed session at 7:13 p.m. (5-0-0)

The Board returned to open session at 7:23 p.m.

4. NEW BUSINESS

A. SEARCH COMMITTEE REPORT & PERSONNEL DECISIONS

Following discussion in the closed session, it was agreed to reward John Uribes for his excellent attendance record over 30 years and to hire Kelly Van Valkenburg as the new Director following an extensive nationwide search.

MOTION: (Mahoney/Carr) to approve a \$5,000 retirement bonus for Mr. Uribes. (5-0-0)

MOTION: (Mahoney/Carr) to approve the hiring of Kelly Van Valkenburg as Director, effective January 1, 2025, at \$157,000 per year. (5-0-0)

An offer letter signed by President Coleman was countersigned by Ms. Van Valkenburg.

B. LIBRARY FURNITURE DESIGN PROPOSAL

Bids were solicited from four groups, but only TSK Architects and interior designer Diane Lam responded. The latter has more quality experience related to public libraries than TSK. She agreed to reduce her bid to a flat rate of \$39,960 and it is recommended.

MOTION: (Carr/Mahoney) to approve Diane Lam as library design consultant. (5-0-0)

C. MINIMUM WAGE ADJUSTMENT TO 2025 PAY SCALE

Proposition 32 failed, so the state minimum wage will go to \$16.50 instead of \$17.00 on January 1. That will be the only change in the pay scale for 2025.

MOTION: (Mahoney/Coleman) to approve 2025 pay scale as presented. (5-0-0)

ADDED STARTERS AND COMMUNICATIONS

Mr. Dickinson thanked Mr. Perry for his service as a Trustee and presented a gift to him. New Board member, Susan Aguilar-Martinez will be coming to orientation December 6.

TRUSTEE COMMENTS AND REQUESTS

Ms. Carr also thanked Mr. Perry for his service on the Board.

PUBLIC COMMENTS

None

ADJOURNMENT - at 7:40 p.m.

APPROVED: 

DATE: 12/19/24