

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING
6:30 p.m. at the Library – December 15, 2022
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. MEASURE M & GRANT UPDATES
- B. DESIGN DISCUSSION

4. NEW BUSINESS

- A. BOARD APPOINTMENTS & ELECTION OF OFFICERS
- B. STAFF APPRECIATION DINNER

ADDED STARTERS AND COMMUNICATIONS

TRUSTEE COMMENTS AND REQUESTS

PUBLIC COMMENTS – 3-minute limit

ADJOURNMENT

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library – November 17, 2022
125 East Eighth St., Beaumont, CA

MINUTES

CALL TO ORDER – President Coleman called the meeting to order at 6:30 p.m.

ROLL CALL – C. Carr, M. Coleman, M. Lillard-Geiser (all via Zoom) Bret Mahoney,
S. Perry, L. Dickinson (all in person)
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: (Lillard-Geiser/Mahoney) to approve the Minutes as amended. (5-0-0)

Ms. Carr arrived at 6:32 p.m.

2. DIRECTOR'S REPORT

General Ledger Report – Expenses highlighted were for replacing a broken window, settling a claim with Summit Bodyworks, our continued GASB and QuickBooks work, and the annual CSDA membership. The annual audit with our new firm of Nigro & Nigro began November 15.

Activity Summary Report – Circulation for the month was up 18% over last year and 10% below 2019. Registrations were up 72% over 2021 and 5% over 2019.

Changes in Status of District Employees – Librarian Sydney Burke, who left for a full-time position, as of September 9, began helping us during our full-time vacancy by working limited hours beginning October 7.

3. OLD BUSINESS

A. GRANT UPDATES

Several success stories from our literacy programs were shared with the Board. In one case, a woman never qualified for promotion prior to being tutored here.

After only two months, she passed the work exam and a couple months later was offered a new, part-time position, and less than a month later was promoted to a full-time job! We are still waiting for our Zip Books grant payment.

B. MEASURE M

Beaumont Library's Measure M has won a slight majority based on the latest counts, but it will not reach the two-thirds required for passage. Mr. Dickinson thanked all the trustees for the work with campaign signs and their support of the effort. It appears that there was a semi-organized effort against the issue, but there was a lot of misinformation bandied about by those who thought the City or the Schools ran the library and who exaggerated the actual impact on property taxes. Whether a lower amount requested would have made a difference is still a question. Inflation and a poor economy were also certainly factors. Going back on the ballot does not seem like a possibility in the near term.

4. NEW BUSINESS

A. BUILDING FORWARD GRANT APPROVALS

The State Library finally sent out the paperwork for our \$4.8 million Building Forward grant on November 4. The award packet requires a two-part series of submissions, including a resolution accepting the grant and a certification of compliance with state guidelines, before the funds can be released. A budget and an implementation plan are also being required. Mr. Dickinson presented a resolution whereby the Board would authorize acceptance and execution of the grant and give authority to the Director, or designee, to take the necessary actions to complete the grant process. A certification of compliance form was also given to the Board for verification that Beaumont Library would follow the various governmental codes, regulations, and policies related to the project.

MOTION: (Mahoney/Perry) to approve the Resolution of the Beaumont Library District Board of Trustees Authorizing the Grant Application, Acceptance, and Execution of the Grant Funds from the State of California Budget Act of 2021.
(5-0-0)

MOTION: (Mahoney/Coleman) to approve the Certification of Compliance Form.
(5-0-0)

The State Library announced Round 2 of the Building Forward infrastructure grants on November 15 and notified Beaumont Library on November 16 that we would be eligible to apply. The application period is expected to be completed in the first quarter of 2023 with awards to be announced in the third quarter of 2023. This suggests that the Round 1 funding should be used in a Phase I approach with Phase II constituting the basis of a Round 2 application. Alex Ramsey of Engberg Anderson Architects had already drawn up rough sketches of how our awarded funds could be used. These concepts were reviewed by the Board. With a Round 2 application in mind, Ms. Ramsey will now be going back and

rethinking the process with a phased approach in mind. Mr. Dickinson reviewed a 10-year look at district property valuations and library income, as well as presented projections of the impacts on the Library's general and capital funds if construction bonds were issued at the \$6, \$7, and \$8 million levels. There is no need to issue bonds in the immediate future while plans are being revised.

B. 2023 SALARY SCALE

With the California minimum wage increasing from \$14.00 to \$15.50 per hour on January 1, the Library's salary scale needed to be revised. The change in the minimum wage will drive up starting salary levels, but by the largest percentage in the lower classifications. Overall, the changes should increase total salaries by only about \$2,000 to \$3,000 over the course of next year.

MOTION: (Perry/Mahoney) to approve the 2023 Salary Scale as presented, to become effective January 1, 2023. (5-0-0)

ADDED STARTERS AND COMMUNICATIONS

There were no added starters or communications.

TRUSTEE COMMENTS AND REQUESTS

Mr. Mahoney thanked the Director for his hard work on the Measure M campaign.

PUBLIC COMMENTS

Mr. Cook said that the next meeting of the Friends Board is scheduled for November 29. He and his wife are no longer able to run things, so new people are being brought in. Mr. Dickinson responded by announcing that, with the planning for a larger meeting room, the Library has every intention of naming it the "Marilyn and Milton Cook Community Room" to honor them for their hard work and dedication to the Friends of the Library for the past few decades. The trustees echoed the Director's comments.

ADJOURNMENT - at 7:35 p.m.

APPROVED:

DATE:



BEAUMONT LIBRARY DISTRICT

Director's Report December 15, 2022

Activity Summary

Our Zip Books grant check, in the amount of \$7,128, finally arrived a couple of days before Thanksgiving! With just seven months left in the fiscal year, that gives us a thousand dollars a month to spend on the books that people want that we do not have in our collection! The final tally 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. Interestingly, 18,515 people voted in the election, which means about 850 did not vote on the Measure M issue. Overall, 50.1% of those registered voted in the election, which is a pretty high turnout for a non-presidential year. Perhaps not surprisingly, many people (including the CPAs who have been doing our GASB work) assumed we had won the election, not knowing that a super majority was required for passage by Proposition 13! 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.

Personnel Changes

There were no personnel changes this month.

Meetings & Activities

December 1	Beaumont & Cherry Valley Rotary Club meeting
December 1	Zoom Meeting with Architect Alex Ramsey
December 15	Inland Library System Administrative Council, Riverside
December 16	Building Forward Grants, Round 2, Statement of Interest Due
December 20	Staff Appreciation Dinner, Second Floor of Carnegie
December 24-25	Christmas Eve and Christmas Day, Library Closed
December 31	New Year's Eve Day, Library Closed

12:59 PM

12/06/22

Accrual Basis

Beaumont Library District
General Ledger
As of November 30, 2022

Type	Date	Num	Name	Memo	Split	Amount
101100 · Wells Fargo Checking						
Check	11/01/2022		CALPERS		2022 · CalPER...	-1,200.00
Check	11/01/2022		CALPERS		2022 · CalPER...	-1,440.00
Check	11/01/2022		CALPERS		2022 · CalPER...	-4,200.00
General Journal	11/02/2022	ke 12....	CALPERS	CalPERS PP...	513000 · Retir...	-1,639.60
General Journal	11/02/2022	ke 12....	CALPERS	CalPERS PP...	513000 · Retir...	-3,018.92
General Journal	11/02/2022	ke 12....	CALPERS	CalPERS 457...	513000 · Retir...	-1,440.00
Check	11/02/2022		TASC		515080 · Healt...	-744.00
Check	11/04/2022		CALPERS		515080 · Healt...	-7,935.42
Deposit	11/07/2022			Deposit	732120 · Librar...	30.00
Check	11/07/2022		CALPERS		513000 · Retir...	-1,699.69
Check	11/07/2022		CALPERS		513000 · Retir...	-2,999.45
Check	11/08/2022		Frontier		5295.01 · Phon...	-217.43
Check	11/09/2022	5113	Tom Lara Landscapi...		5245.03 · Build...	-480.00
Check	11/09/2022	5114	Luren Dickinson	Petty Cash	5245.01 · Supp...	-95.08
Check	11/10/2022		Merchant Fee		52452.7 · Misc...	-28.07
Check	11/12/2022	5115	United States Postal...		5245.01 · Supp...	-600.00
Deposit	11/14/2022			Deposit	732120 · Librar...	20.00
Check	11/14/2022		Edison		5295.02 · Elect...	-2,539.23
General Journal	11/16/2022	ke 12....	CALPERS	CalPERS PP...	513000 · Retir...	-1,727.89
General Journal	11/16/2022	ke 12....	CALPERS	CalPERS PP...	513000 · Retir...	-3,019.78
General Journal	11/16/2022	ke 12....	CALPERS	CalPERS 457...	513000 · Retir...	-1,440.00
Check	11/16/2022		Wells Fargo Busines...		5245.01 · Supp...	-5,134.30
Check	11/17/2022		Waste Management		5295.05 · Tras...	-167.94
Check	11/21/2022	5116	Rainbow Gutter Co.		5245.03 · Build...	-750.00
Check	11/21/2022	5117	Eide Bailly LLP		524560 · Audit...	-7,337.53
Check	11/21/2022	5118	Taylor's Plumbing LLC		5245.03 · Build...	-177.68
Check	11/21/2022	5119	Ebsco Subscription ...		5246.01 · Mate...	-1,912.23
Check	11/21/2022	5120	Beaumont Print		5245.04 · Publi...	-1,198.72
Check	11/21/2022		So Cal Gas		529540 · Utilities	-45.30
Check	11/22/2022	5121	Nate Fakes		5245.06 · Prog...	-250.00
Check	11/22/2022	5122	Kelly Van Valkenburg		5245.01 · Supp...	-133.81
Check	11/22/2022	5123	Russell's Heating an...		5245.03 · Build...	-703.00
Check	11/22/2022	5124	Thyssenkrupp Eleva...		5245.03 · Build...	-252.00
Check	11/22/2022	5125	Coldren's Cleaning ...		5245.03 · Build...	-797.13
Check	11/22/2022	5126	Lakeshore		5245.01 · Supp...	-779.36
Check	11/22/2022	5127	Sharp Owl Cleaning		5245.03 · Build...	-550.00
Check	11/22/2022	5128	Findaway		5246.05 · Mate...	-549.49
Check	11/22/2022	5129	Midwest Tape		-SPLIT-	-1,438.21
Check	11/22/2022	5130	The Library Corporat...		5245.05 · Auto...	-9,509.00
Check	11/22/2022	5131	Office Depot		5245.01 · Supp...	-1,282.80
Check	11/22/2022	5132	TASC		515080 · Healt...	-114.26
Check	11/22/2022	5133	SDRMA		513150 · Empl...	-202.45
Check	11/22/2022	5134	Baker & Taylor		5246.04 · Mate...	-131.11
Check	11/22/2022	5135	Ingram Library Servi...		5246.03 · Mate...	-4,657.71
Deposit	11/22/2022			Deposit	732120 · Librar...	11.00
Check	11/22/2022		Waste Management		5295.05 · Tras...	-50.14
Check	11/22/2022		BCVWD		5295.03 · Wat...	-138.07
Deposit	11/28/2022			Deposit	732120 · Librar...	6.00
Deposit	11/29/2022			Deposit	-SPLIT-	7,698.96
Deposit	11/29/2022			Deposit	732120 · Librar...	126.75
Deposit	11/30/2022			Deposit	740020 · Intere...	0.97
Check	11/30/2022		Federal Tax		5245200 · Adm...	-0.23
Total 101100 · Wells Fargo Checking						-66,833.35

Beaumont Library District Activity Report

November 2022

	Month	YTD	Prior Yr. Mo.	Prior YTD	Registration Activity	Month	YTD	Prior Yr. Mo.	Prior YTD
Circulation Activity									
Items Checked Out	5978	36930	5454	30339	CS Added	0	0	0	0
Items Checked In	6894	40481	6021	32836	JP Added	9	17	96	96
Items Renewed	2081	11552	1793	8655	LT Added	0	0	0	0
Circulation Totals	14953	88963	13268	71830	OBR Added	61	12	51	51
					PT Added	14	52	328	328
Hold Activity					YP Added	13	6	66	66
Holds Added	628	3263	524	3106	CS Deleted	0	0	0	0
Holds Arrived	910	4607	776	4601	JP Deleted	0	1	2	2
Holds Canceled	39	245	42	321	LT Deleted	0	2	2	2
Holds Checked Out	551	2890	501	2848	OBR Deleted	3	116	122	122
Holds Totals	2128	11005	1843	10876	PT Deleted	0	9	15	15
					YP Deleted	1	4	5	5
Overdue Notices					CS Updated	0	0	0	0
First Notices	1381	6028	775	3331	JP Updated	12	41	115	115
Second Notices	752	2879	326	1444	LT Updated	0	0	1	1
Third Notices	426	1878	224	899	OBR Updated	6	0	0	0
Courtesy Notices	4719	26381	3885	18988	PT Updated	204	212	879	879
Total Notices	7278	37166	5210	24662	YP Updated	3	61	110	110
					Registration Totals	326	533	1792	1792
Fines Paid & Waived					CS=No computer use	JP=0 to 9	LT=Outreach	OBR=Online	PT=Age 18+
Fines Paid	\$ 407.20	\$ 1,894.10	\$ 537.20	\$ 2,807.85					YP=10-17
Fines Waived	\$ 1,378.60	\$ 6,206.87	\$ 1,252.95	\$ 5,445.60					
Fines Balance	\$ (971.40)	\$ (4,312.77)	\$ (715.75)	\$ (2,637.75)	Collection Growth				
					Titles Added	496	474	2361	
E-Material Usage					Titles Deleted	316	116	1847	
Hoopla	66	334	51	211	Titles Change	180	34	514	
Overdrive	594	2877	522	2689	Items Added	571	541	2582	
eMagazines	0	27	0	103	Items Deleted	382	181	2818	
					Items Change	189	-357	-236	
Database Usage					Public Computer Use	264	243	1134	
Ancestry	140	1002	199	1390	Reference Interaction	751	1000	5927	
GreenFILE	0	14	0	5	Website Visits	3118	2042	11030	
HeritageQuest	0	2	0	0					
LearningExpress	0	26	14	136					
Novelist	9	196	6	17					
ProQ K-12	0	8	1	2					

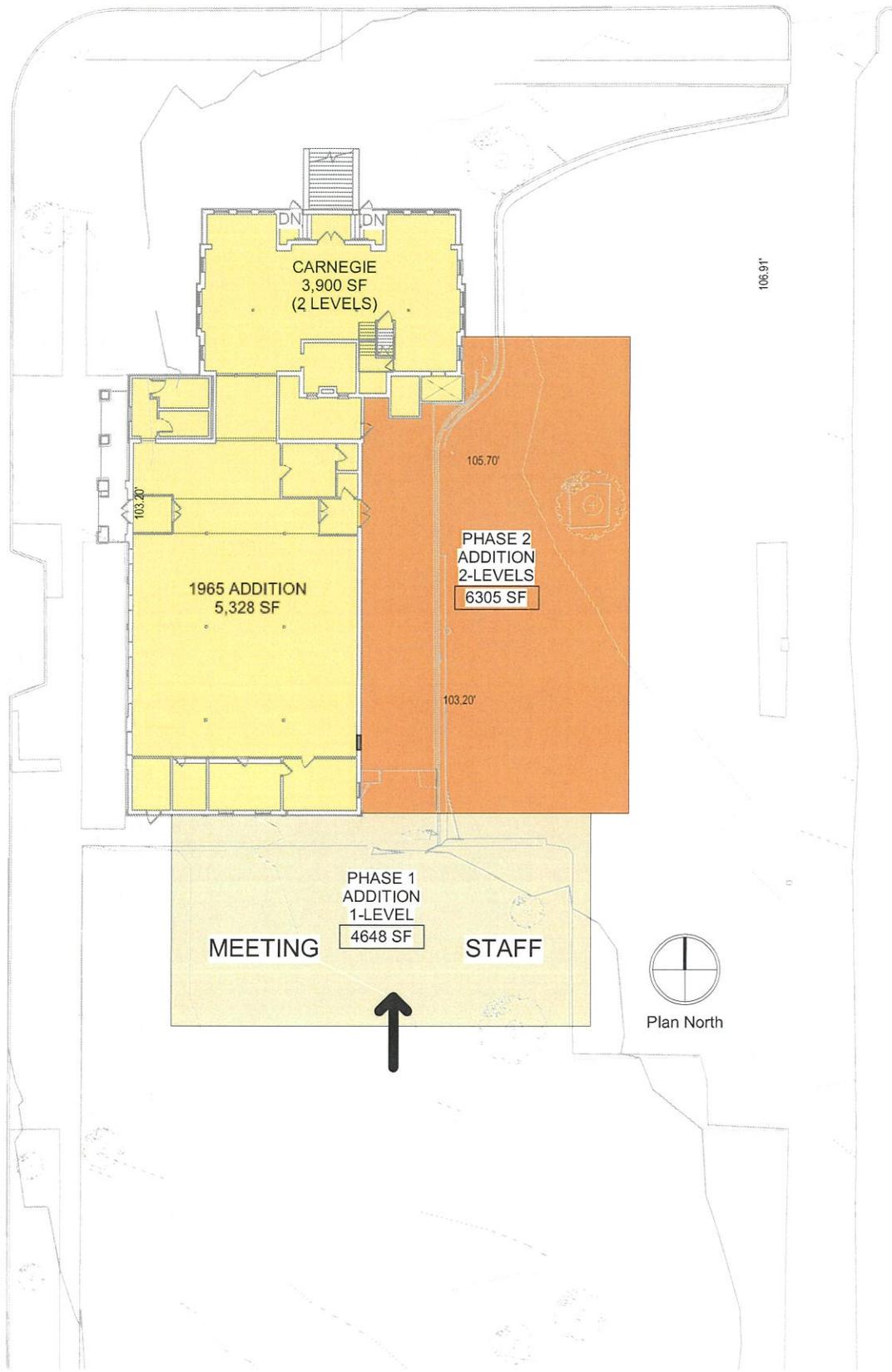
Measure M- Beaumont Library District Adopt Bonds To Renovate, Modernize, And Equip Beaumont Library (Vote for 1)

Precincts Reported: 49 of 49 (100.00%)

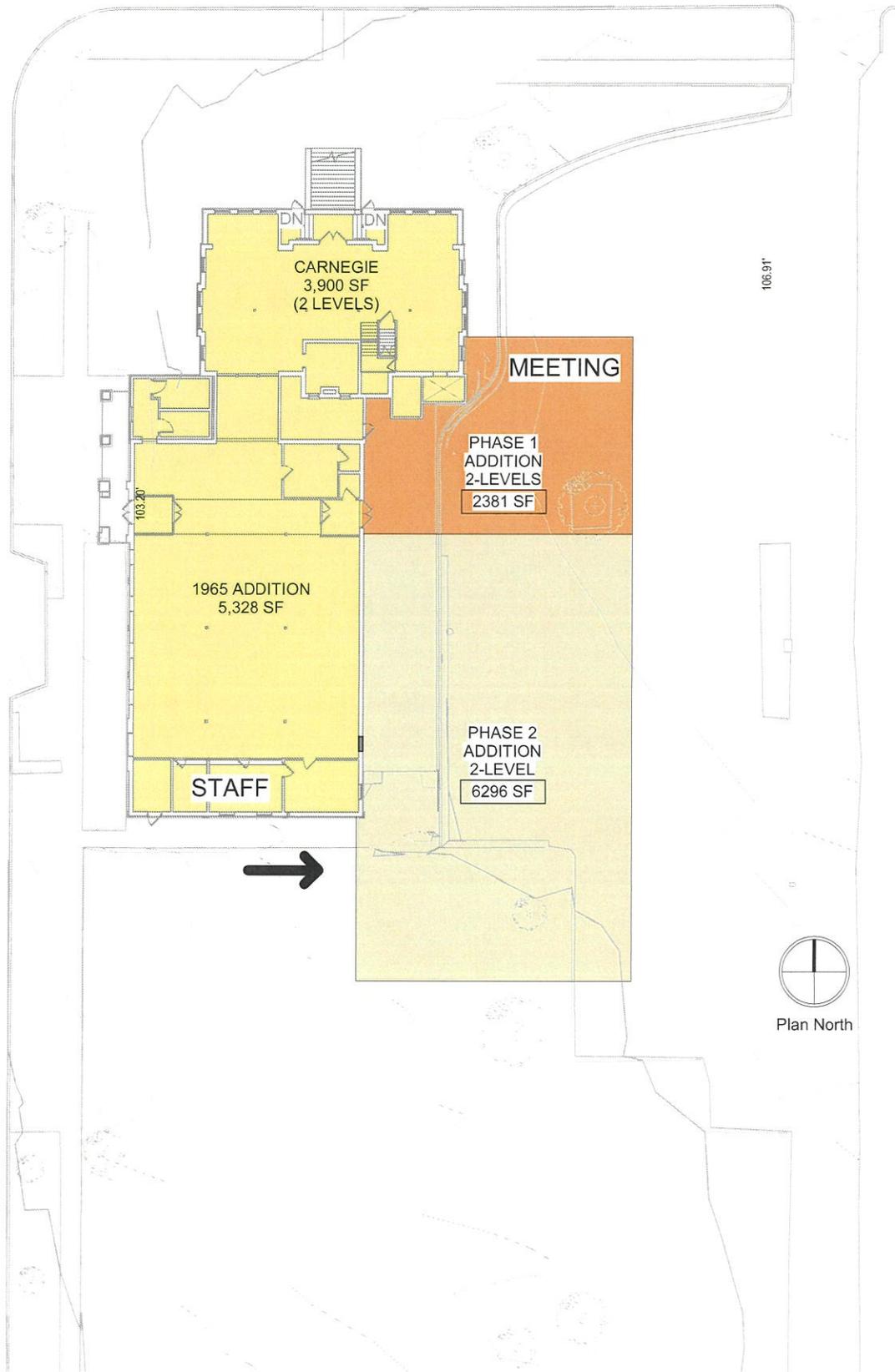
		Total	
Times Cast		18,515 / 36,950	50.11%
Candidate	Party	Total	
Yes		8,904	50.42%
No		8,757	49.58%
Total Votes		17,661	

1 Measure M- Beaumont Library District Adopt Bonds To Renovate, Modernize, And Equip Beaumont Library						
		Registered Voters	Voters Cast	Turnout (%)	Yes	No
508001	Total	114	62	54.39 %	19	43
508005	Total	19	12	63.16 %	1	11
508007	Total	454	302	66.52 %	104	187
508010	Total	100	52	52.00 %	20	32
508015	Total	660	341	51.67 %	155	173
508016	Total	741	491	66.26 %	199	267
508019	Total	22	16	72.73 %	3	12
508030	Total	671	429	63.93 %	217	195
508031	Total	1944	1155	59.41 %	505	583
508034	Total	35	16	45.71 %	7	9
508040	Total	0	0			
508041	Total	0	0			
508043	Total	407	254	62.41 %	102	136
519001	Total	0	0			
519002	Total	0	0			
519005	Total	0	0			
519008	Total	80	43	53.75 %	17	25
519009	Total	0	0			
519030	Total	0	0			
528000	Total	0	0			
530020	Total	0	0			
540001	Total	3767	1658	44.01 %	767	832
540003	Total	2262	1015	44.87 %	462	513
540005	Total	824	316	38.35 %	167	133
540006	Total	0	0			
540013	Total	2202	1656	75.20 %	674	899
540017	Total	3203	1347	42.05 %	711	584
540018	Total	1341	575	42.88 %	296	260
540021	Total	2652	1143	43.10 %	638	449
540027	Total	1935	687	35.50 %	359	294
540032	Total	1110	515	46.40 %	241	258
540038	Total	133	58	43.61 %	42	13
540041	Total	3256	1554	47.73 %	865	615
540045	Total	3755	2663	70.92 %	1262	1260
540048	Total	2000	726	36.30 %	404	287
540052	Total	0	0			
540053	Total	0	0			
540055	Total	0	0			
540056	Total	0	0			
540060	Total	0	0			
540064	Total	206	70	33.98 %	43	24
540070	Total	753	345	45.82 %	154	175
540073	Total	0	0			
540081	Total	358	164	45.81 %	98	61
540083	Total	543	184	33.89 %	98	78
540094	Total	76	24	31.58 %	15	7
540102	Total	49	24	48.98 %	12	6
540114	Total	0	0			
540118	Total	1278	618	48.36 %	247	336

	PHASE 1 (3/2023)		PHASE 2 (3/2024)	
	Quantity	Cost	Quantity	Cost
1 Library Addition	4,600	\$ 2,070,000	12,600	\$ 5,670,000
2 1965 Building Renovation	5,328	\$ 1,864,800	-	\$ -
3 Carnegie Renovation	3,900	\$ 1,072,500	-	\$ -
4 Subtotal 1 - Direct Cost of Building	13,828	\$ 5,007,300	12,600	\$ 5,670,000
5 Demolition and Site work		\$ -		\$ 1,911,000
6 Solar Structure		\$ -		\$ -
7 Subtotal 2 - Direct Cost of Construction	13,828	\$ 362	602	\$ 7,581,000
8 Contractor General Conditions, OH&P	14%	\$ 701,022	14%	\$ 1,061,340
9 Contingency	5%	\$ 250,365	5%	\$ 379,050
10 Escalation (from estimate date 7/2022)	6%	\$ 300,438	18%	\$ 1,364,580
11 Subtotal 3 - Total Construction Cost		\$ 6,259,125		\$ 10,385,970
11 Soft Costs	15%	\$ 938,869	15%	\$ 1,557,896
12 Furnishings and Equipment	5%	\$ 312,956	5%	\$ 519,299
13 Relocation Costs		\$ -		\$ -
14 Interim Library Facility Improvements		\$ -		\$ -
15 TOTAL PROJECT COST		\$ 7,510,950		\$ 12,463,164



BEAUMONT LIBRARY DISTRICT



BEAUMONT LIBRARY DISTRICT

OFFICERS OF THE BOARD

Officers of the Board shall be President and Secretary. The President chairs meetings, carries out necessary duties as prescribed by law and works closely with the Library Director to facilitate effective communication between the Board, administration, and community. He/she shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and any discussion of questions that follow said actions. The President and the Secretary shall serve as an Executive Committee when it is advisable that two board members represent the Board and no other committee has been assigned. The Secretary is responsible for the minutes of all regular and special meetings and for the duties prescribed by law. In the absence of the President, the Secretary shall serve as chairperson over all meetings of the Board. If the President and Secretary are both absent, the remaining members shall select one of themselves to act as chair of the meeting.

Adopted by Board of Trustees - March 17, 1993

Revised - May 18, 2001

Reviewed Oct. 22, 2004

Reviewed Oct. 19, 2010

ELECTION OF OFFICERS

The Board elects officers at the regular December Board meeting in an election year from among its members. The officers remain in office for a term of two years or until their successors are duly elected. In order to ensure continuity and rotation of responsibility, it is recommended that the previous Secretary become the new President.

Adopted by Board of Trustees - March 17, 1993

Reviewed May 18, 2001

Reviewed Oct. 22, 2004

Reviewed Oct. 19, 2010

VACANCIES IN OFFICER'S POSITIONS

A resignation, death, or other cause creating a vacancy in one of the offices shall be filled by a majority vote of the Board at the next Regular Board meeting. The term of office shall be for the unexpired term.

Adopted by Board of Trustees - March 17, 1993

Reviewed May 18, 2001

Reviewed Oct. 22, 2004

Reviewed Oct. 19, 2010

Reviewed July 28, 2016