

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING
6:30 p.m. at the Library – January 27, 2022
125 East Eighth St., Beaumont, CA

MINUTES

CALL TO ORDER – President Coleman called the meeting, held via Zoom with all attendees in remote locations, to order at 6:32 p.m.

ROLL CALL – N. Callahan Banks, C. Carr, M. Coleman, M. Lillard-Geiser, Bret Mahoney, L. Dickinson
GUESTS: M. Cook

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

1. CONSENT ITEMS

Approval of Minutes of the previous meeting.

MOTION: (Mahoney/Lillard-Geiser) to approve the Minutes as presented. Carr abstained since she was not at the December meeting. (4-0-0)

2. DIRECTOR'S REPORT

General Ledger Report – Unusual expenses for last month were for exterior painting of the building, electrical work, architectural planning, audit expenses, and the Spanish language instructor for our “Time to Talk Tech” classes.

Activity Summary Report – The “Time with Tots” Parent/Child workshops have restarted for the first time in years, as part of our revamped “Family Place Library” programming, with 15 children and 17 adults. A tween boy from Sacramento signed up for our virtual Minecraft program because it was the only one in the state. A woman in an abusive situation got help from staff to use a computer, get a job, and find housing in a woman’s shelter. There have been incidents of vandalism in recent weeks including graffiti inside and outside the building, as well as a smashed car window in the parking lot. The Library has a new phone system with the VOIP hardware supplied at no cost and lowered monthly rates. Circulation and other statistical measures continue to improve. Profiles of our newest librarians will appear in the February newsletter.

Changes in Status of District Employees – There were no changes this month other than that the new California minimum wage of \$14.00 per hour went into effect on January 1. This increase was addressed previously by the Board with the adoption of the new salary scale for 2022.

3. OLD BUSINESS

A. GRANT UPDATES

On December 28, a driver from Summit Bodyworks picked up the defective new Bookmobile and we received a cashier's check for the \$222,679.02 we had spent. We will be meeting via Zoom with State Library staff tomorrow to find out how they want to handle the funds in terms of purchasing another vehicle from a different manufacturer. A nice article on our Zip Books program was published in the local paper and was picked up by the State Library newsletter. Our "Time to Talk Tech" classes are going well with 28 signed up for the English classes and 9 for the Spanish language classes. The response has been appreciative and the participants say they are becoming more confident and skillful. We have just learned that we will be receiving a \$9,575 CopyCat grant from the State Library to purchase another 3D printer, a high-powered PC, and a small set of books on 3D modeling. The big grant news is that the full application process for library infrastructure grants is scheduled to open in February with a March deadline and awards to be announced in the spring.

B. ENGBERG ANDERSON PROPOSAL

The Board discussed the \$160,000 proposal from Engberg Anderson architect, Alexandra Ramsey, at length. Because it is such an important decision, it was decided to invite Ms. Ramsey to attend the February meeting via Zoom to provide more information and to answer questions.

C. 2022 HOLIDAY SCHEDULE REDUX

Because Christmas Eve and Christmas fall on weekend days when only half of the full-time staff are scheduled, it will also be necessary to close on Monday, December 26 (the Federal holiday) this year so that a floating holiday will not be necessary. That means the closure will run from December 24 through 26.

MOTION: (Mahoney/Carr) to close the Library on December 26. (5-0-0)

4. NEW BUSINESS

A. GOALS QUARTERLY PROGRESS REPORT

The Director covered the goals accomplished last quarter, including painting of the building exterior, staff appreciation gift cards, and updating of the salary scale for 2022. Goals have changed significantly over the past several months because a construction bond ballot issue is no longer being pursued because of the potential for an infrastructure grant from the State Library. With the delay in the full application process dates, even the goals set for the current quarter may be pushed into the future.

B. DIRECTOR'S ANNUAL REVIEW

Mr. Dickinson presented his accomplishments during the past year and he highlighted grants awards over the past 4-1/2 years that are approaching \$600,000, as well as the financial net position of the Library that has increased to nearly \$3 million. By mid-February, he will send his self-evaluation to the Board along with the evaluation forms for each Trustee to complete. There will be a closed session at the February meeting to discuss individual responses and the Board President will prepare a composite review to present to the Director prior to the March meeting. The Director's contract runs through March 31, 2023 so there are no concerns about that at this time.

C. QUARTERLY FINANCIAL REPORT

Expenses through the second quarter of the fiscal year are well within budget. Some appear to be above the expected 50% level, but most are due to annual billing paid early in the year or reimbursements not accounted for. The one exception in the Professional Services line item that has gone over budget due to the unexpected hiring of PJHM architects. The Director suggested that half of the \$300,000 budgeted for transfer to the Accumulated Capital Outlay Fund could be redirected in the General Fund to Professional Services. That would help defray the expected costs for Engberg Anderson and keep the Total Operations category within budget. Revenue for FY22 is tracking very closely to FY21.

ADDED STARTERS AND COMMUNICATIONS

Riverside LAFCO is seeking a Special District member for its Board. Our Municipal Service Review materials were delivered to LAFCO earlier this week. Several staff members will be taking Van Driver training provided by the State Library next week. BUSD has invited us to the High School first phase expansion ribbon cutting on February 3. An Arizona resident is sending us an early photo of the Beaumont Library's Carnegie construction. An end panel mounted tablet was installed today, replacing the former bulky wooden computer cabinet. This touch screen device accesses the catalog, website, and reader's advisory database.

TRUSTEE COMMENTS AND REQUESTS

Ms. Carr noted she had visited a Carnegie building in Zumbrota, MN that is no longer being used as a library. Online training was requested for new trustees.

PUBLIC COMMENTS

Mr. Cook reported the Friends approved \$3,300 for Summer Reading. The first check for \$94 was received from Discover Books. Amazon Smiles continues to do well. There will be ads in Volunteer Match to seek new Friends Board members.

ADJOURNMENT - at 7:53 p.m.

APPROVED:

DATE: