

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING
6:30 p.m. at the Library – August 25, 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. GRANT UPDATES
- B. MEASURE M ON NOVEMBER BALLOT

4. NEW BUSINESS

- A. FUNDING FAQ MAILER
- B. TRUSTEE APPOINTMENTS

ADDED STARTERS AND COMMUNICATIONS

TRUSTEE COMMENTS AND REQUESTS

PUBLIC COMMENTS – 3-minute limit

CLOSED SESSION TO DISCUSS PENDING LITIGATION

ADJOURNMENT

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library – July 28, 2022

125 East Eighth St., Beaumont, CA

MINUTES

CALL TO ORDER – President Coleman called the meeting, held in person with some* attending via Zoom, to order at 6:30 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/Callahan Banks) to approve the Minutes as presented. Due to her absence at the June meeting, Ms. Carr abstained. (4-0-0)

2. DIRECTOR'S REPORT

General Ledger Report – Unusual expenses last month were for the new A/C unit in the meeting room, the annual liability insurance payment, and architect fees.

Activity Summary Report – Our summer reading programs were very successful and drew lots of participants and positive comments from the public. Circulation for June was up 54% over last June and FY22 was 46% higher than FY21. We are still below 2019 levels but the gap is narrowing.

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

3. OLD BUSINESS

A. GRANT UPDATES

\$50 million in new infrastructure grant funding for FY23 ended up in the State Library budget. Added to the \$439 million in the FY22 budget, it would not cover the \$500 million-plus already requested in the first grant round. Awards have yet to be announced and the 15-member advisory team of working and

retired library administrators and consultants wants additional information in the form of a spreadsheet that is due tomorrow. Ours has been submitted.

B. FY22 FINAL FINANCIAL & REVENUE REPORTS

Expenditures were 14% under budget or \$325,000 less than projected. Line items over budget included health insurance (though not reflecting reimbursements from staff paying for more than single coverage), liability insurance (more than covered by the drop in worker's comp insurance), automation (due to a rare conveyor belt repair), and capital expenses (due to painting and furniture costs). Material expenditures were 13% below budget, but do not include over \$12,000 paid for items through Zip Books and other grants. FY22 revenue was 2.8% more than was budgeted and 6.4%, or about \$130,000, more than was received in FY23.

C. LAFCO UPDATE

The Director attended the LAFCO hearing in Riverside this morning where a variety of Municipal Service Reviews were presented. Beaumont's dissatisfaction with boundary changes approved in 2009, leading to funding losses from 2012 to 2017, was addressed. Per LAFCO Policy 2.1.5, boundaries must follow those of "identifiable communities, commercial districts, or other areas having social or economic homogeneity." To make a change, a \$7,000 review application must be filed, along with a \$20-\$30,000 study justifying the request and showing CEQA compliance. Bordering entities would have to be involved, as well.

4. NEW BUSINESS

A. GOALS QUARTERLY PROGRESS REPORT

The Director reported that his goals for the April—June 2022 quarter were accomplished, except the infrastructure grant has yet to be announced. He reviewed several changes in goals for the upcoming quarters as a result of delays in the entire renovation/expansion process and the need to place a bond issue on the November 2022 ballot due to inflation and growing construction costs.

B. NOVEMBER 2022 BOND ISSUE ELECTION

Putting a construction bond issue on the November ballot seems to be a prudent thing to do with the uncertainty of our grant being awarded, rising inflation, and skyrocketing construction costs. Isom Advisors has prepared two bond issue resolutions. One would raise \$12 million and cost homeowners \$5 per \$100,000 in property value per year; the other raising \$24 million and costing homeowners \$10 per \$100,000 in property value per year. Passage would require a two-thirds positive vote. Resolutions are due by August 12. If we receive our grant by then, we could use the lesser one. Otherwise, we would use the larger one.

MOTION: (Mahoney/Carr) to approve Resolution 2022-1 for a construction bond that would raise \$12 million at a cost of \$5 per \$100,000 in property value. (5-0-0)

MOTION: (Carr/Coleman) to approve Resolution 2022-2 for a construction bond that would raise \$24 million at a cost of \$10 per \$100,000 in property value. (5-0-0)

C. BOARD VACANCY & 2022 TRUSTEE ELECTION

Ms. Callahan Banks gave her resignation, effective August 1, in a July 5 letter. The Board thanked her for her service, wishing her well in her new position and new community. The vacancy was posted July 5, allowing a replacement to be appointed at least 15 days later within a 60-day window. The only candidate, in a letter dated July 15, is Steve Perry who served on the Board previously. The vacancy occurred less than 130 days before the next general election, so the replacement would serve until November 2024. Current trustees with expiring terms must declare candidacy at the Registrar of Voters by August 12.

MOTION: (Carr/Coleman) to appoint Steve Perry to fill the Board vacancy, effective August 1. (5-0-0)

ADDED STARTERS AND COMMUNICATIONS

Mr. Dickinson announced that a letter was received asking of our interest in becoming a U.S. Passport Agency. It was agreed to pursue this opportunity after the building is renovated and expanded. He also announced the State of the City dinner on September 22 where our facility plans could be showcased.

TRUSTEE COMMENTS AND REQUESTS

Mr. Mahoney stated that his mother, niece, and nephew thoroughly enjoyed their experiences at the Library this summer.

PUBLIC COMMENTS

Mr. Cook said the Friends approved a grant for the Graphic Novel Book Club and they are looking forward to the Big Book Sale on October 8.

MOTION: (Mahoney/Carr) to go into closed session at 7:47 p.m. to discuss pending litigation. (5-0-0)

CLOSED SESSION

Pending litigation was discussed during the closed session, but no action was taken. The meeting returned to open session at 8:01 p.m.

ADJOURNMENT - at 8:01 p.m.

APPROVED:

DATE:



BEAUMONT LIBRARY DISTRICT

Director's Report August 25, 2022

Activity Summary

With the resignation of Nikki Callahan Banks being effective August 1, the necessary forms required by Riverside County to have the vacancy filled by Steve Perry were completed. He took his oath of office that very day and the Notice of Vacancy, Certificate of Posting Notice, Vacancy Information, and Oath of Office forms, along with minutes from the Library Board meeting on July 28 documenting Mr. Perry's appointment, were forwarded to the Registrar of Voters office shortly thereafter. At the specific request of the County, Mr. Perry submitted his Declaration of Candidacy paperwork on August 12, as our three incumbents had done earlier, to avoid any conflict with the Registrar of Voters. Since there were no new candidates, each incumbent will automatically be given a new 4-year term and Mr. Perry will get to serve out the remaining two years of what was his original 4-year term! It was also learned August 12 that the library issue will be called Measure M. By the August 22 deadline, we submitted an "Argument in Favor" statement, limited to 300 words and signed by Library Board President Margaret Coleman, School Board President Steven Hovey, San Jacinto Community College Trustee Brian Sylva, Lifetime Pass Area Resident Mickey Valdivia, and Community Leader Lynn Bogh Baldi. In addition, Brian Sylva has agreed to Chair the Campaign for Measure M Committee once it gets formed and we have a few others interested in participating, as well.

Personnel Changes

There were no changes in personnel this month.

Meetings & Activities

August 4	Beaumont-Cherry Valley Rotary Club meeting, Banning
August 11	Construction Bond Issue Submitted to Registrar of Voters, Riverside

11:53 AM

08/09/22

Accrual Basis

Beaumont Library District General Ledger As of July 31, 2022

Type	Date	Num	Name	Memo	Split	Amount
101100 · Wells Fargo Checking						
Check	07/01/2022	5007	Amiyah Wiggins		800000 · Grant...	-392.00
Deposit	07/01/2022			Deposit	732120 · Librar...	11.85
Check	07/05/2022		TASC		515080 · Healt...	-566.00
Check	07/06/2022		CALPERS		515080 · Healt...	-7,928.79
Check	07/07/2022		Frontier		529540 · Utilities	-162.86
Deposit	07/08/2022			Deposit	732120 · Librar...	47.90
Check	07/09/2022	5008	Tom Lara Landscapi...		524500 · Admi...	-480.00
Deposit	07/11/2022			Deposit	732120 · Librar...	16.00
Check	07/11/2022		TASC		515080 · Healt...	-40.00
Check	07/12/2022	5009	CTC Technnology &...		800000 · Grant...	-3,751.65
Deposit	07/12/2022			Deposit	732120 · Librar...	16.00
Check	07/12/2022		CALPERS		5100400 · 457	-1,365.00
Check	07/12/2022		CALPERS		513000 · Retir...	-1,541.33
Check	07/12/2022		CALPERS		513000 · Retir...	-3,140.50
Check	07/13/2022		Merchant Fee		524520 · Admi...	-33.66
Check	07/13/2022		Edison		529540 · Utilities	-2,373.25
Check	07/18/2022	5017	Susan Turley		524500 · Admi...	-620.00
Deposit	07/18/2022			Deposit	732120 · Librar...	20.05
Check	07/18/2022		CALPERS		513000 · Retir...	-1,498.98
Check	07/18/2022		CALPERS		513000 · Retir...	-3,145.92
Check	07/18/2022		Wells Fargo Busines...		524500 · Admi...	-5,825.46
Check	07/19/2022		Waste Management		529540 · Utilities	-167.94
Check	07/20/2022		CALPERS		513000 · Retir...	-3,590.00
Check	07/20/2022		CALPERS		513000 · Retir...	-79,767.00
Check	07/21/2022	5018	Tech Logic		524500 · Admi...	-2,387.64
Check	07/21/2022	5019	County of Riverside		524500 · Admi...	-263.52
Check	07/21/2022	5020	New Reader's Press		524500 · Admi...	-291.43
Check	07/21/2022	5021	Midwest Tape		524500 · Admi...	-71.92
Check	07/21/2022	5022	Cherry Valley Backfl...		524500 · Admi...	-40.00
Check	07/21/2022	5023	Thyssenkrupp Eleva...		524500 · Admi...	-252.00
Check	07/21/2022	5024	Dream Dinners Redl...		524500 · Admi...	-122.00
Check	07/21/2022	5025	Coldren's Cleaning ...		524500 · Admi...	-465.00
Check	07/21/2022	5026	Discount School Su...		524500 · Admi...	-514.06
Check	07/21/2022	5027	The Library Corporat...		524500 · Admi...	-4,169.00
Check	07/21/2022	5028	amazon		524500 · Admi...	-1,559.92
Check	07/21/2022	5029	Russell's Heating an...		524500 · Admi...	-704.00
Check	07/21/2022	5030	Naomi Duben		524500 · Admi...	-300.00
Check	07/21/2022	5031	jennifer Ripassa		524500 · Admi...	-300.00
Check	07/21/2022	5032	D & N Party Rentals		524500 · Admi...	-210.00
Check	07/21/2022	5033	Jason Morton, Kodia...		524500 · Admi...	-300.00
Check	07/21/2022	5034	Oriental Trading		524500 · Admi...	-225.05
Check	07/21/2022	5035	County of Riverside		524500 · Admi...	-482.37
Check	07/21/2022	5036	TASC		515080 · Healt...	-342.78
Check	07/21/2022	5037	SDRMA		515080 · Healt...	-202.45
Check	07/21/2022	5038	Baker & Taylor		524500 · Admi...	-69.29
Check	07/21/2022	5039	Ingram Library Servi...		524500 · Admi...	-4,668.88
Deposit	07/22/2022			Deposit	732120 · Librar...	46.10
Check	07/22/2022		Waste Management		529540 · Utilities	-50.14
Check	07/25/2022		TASC		515080 · Healt...	-40.00
Check	07/25/2022		BCVWD		529540 · Utilities	-133.59
Check	07/25/2022		Wex Fleet Card		524520 · Admi...	-137.14
Check	07/26/2022		CALPERS		513000 · Retir...	-1,607.18
Check	07/26/2022		CALPERS		513000 · Retir...	-3,436.49
Check	07/27/2022		CALPERS		513000 · Retir...	-1,365.00
Check	07/27/2022		CALPERS		513000 · Retir...	-1,365.00
Check	07/27/2022		CALPERS		513000 · Retir...	-1,365.00
Deposit	07/28/2022			Deposit	781360 · Other...	9,927.97
Deposit	07/29/2022			Deposit	740020 · Intere...	2.54
Check	07/29/2022		Federal Tax		5245200 · Adm...	-0.60
Total 101100 · Wells Fargo Checking						-133,743.38

Beaumont Library District Activity Report

July 2023

	Month	YTD	Prior Yr. Mo.	Prior YTD	Month	YTD	Prior Yr. Mo.	Prior YTD
Circulation Activity								
Items Checked Out	8079	8079	6033	6033	0	0	0	0
Items Checked In	9059	9059	6961	6961	29	29	14	14
Items Renewed	2494	2494	1615	1615	0	0	0	0
Circulation Totals	19632	19632	14609	14609	95	95	6	6
Hold Activity								
Holds Added	571	571	526	526	42	42	76	76
Holds Arrived	785	785	806	806	6	6	22	22
Holds Canceled	44	44	106	106	0	0	0	0
Holds Checked Out	497	497	497	497	20	20	0	0
Holds Totals	1897	1897	1935	1935	2	2	2	2
Overdue Notices								
First Notices	1152	1152	584	584	1	1	0	0
Second Notices	540	540	241	241	0	0	0	0
Third Notices	360	360	163	163	15	15	19	19
Courtesy Notices	5840	5840	3638	3638	0	0	0	0
Total Notices	7892	7892	4626	4626	4	4	0	0
Fines Paid & Waived								
Fines Paid	\$ 356.60	\$ 356.60	\$ 537.20	\$ 537.20	JP=0 to 9	LT=Outreach	OBR=Online	PT=Age 18+
Fines Waived	\$ 939.50	\$ 939.50	\$ 1,252.95	\$ 1,252.95				YP=10-17
Fines Balance	\$ (582.90)	\$ (582.90)	\$ (715.75)	\$ (715.75)				
E-Material Usage								
Hoopla	58	58	28	28	549	549	514	514
Overdrive	469	469	458	458	351	351	363	363
eMagazines	0	0	27	27	198	198	151	151
Database Usage					592	592	575	575
Ancestry	337	337	186	186	523	523	637	637
GreenFILE	0	0	5	5	69	69	-62	-62
HeritageQuest	0	0	0	0	286	286	184	184
Learning Express	10	10	2	2	1085	1085	794	794
Novelist	3	3	3	3	3540	3540	2544	2544
ProQ-K-12	1	1	0	0				
Registration Activity								
CS Added	0	0	0	0	CS=No computer use	JP=0 to 9	LT=Outreach	OBR=Online
JP Added	29	29	14	14				PT=Age 18+
LT Added	0	0	0	0				YP=10-17
OBR Added	95	95	6	6	Collection Growth			
PT Added	42	42	76	76	Titles Added	549	549	514
YP Added	6	6	22	22	Titles Deleted	351	351	363
CS Deleted	0	0	0	0	Titles Change	198	151	151
JP Deleted	1	1	0	0	Items Added	592	592	575
LT Deleted	0	0	0	0	Items Deleted	523	523	637
OBR Deleted	20	20	0	0	Items Change	69	-62	-62
PT Deleted	2	2	2	2	Public Computer Use	286	184	184
YP Deleted	1	1	0	0	Reference Interaction	1085	794	794
CS Updated	0	0	0	0	Website Visits	3540	2544	2544
JP Updated	15	15	19	19				
LT Updated	0	0	0	0				
OBR Updated	4	4	0	0				
PT Updated	320	320	185	185				
YP Updated	17	17	12	12				
Registration Totals	552	552	336	336				

NOTICE OF ELECTION
Beaumont Library District
November 8, 2022

NOTICE IS HEREBY GIVEN to the qualified electors of the Beaumont Library District, located in the County of Riverside, State of California, that in accordance with applicable law, an election will be held on Tuesday, the 8th day of November, 2022, in the Beaumont Library District, at which election there will be submitted to the voters the following measure:

MEASURE "M"	"To renovate, modernize, expand and equip Beaumont Library, including a new community room, children's play space, bookstore, maker space, café and study and reading rooms, shall Beaumont Library District's measure be adopted to issue \$24,000,000 of bonds at legal rates, generating on average \$1,581,000 annually while bonds are outstanding at a rate of approximately 0.97 cents per \$100 assessed value, with annual expenditure reports, no money for salaries and all money staying local?"	Bonds Yes <input type="checkbox"/>
		Bonds No <input type="checkbox"/>

NOTICE IS FURTHER GIVEN that arguments for and arguments against the measure may be filed with the Registrar of Voters Office, 2720 Gateway Drive, Riverside, CA 92507 no later than 5:00 p.m. on August 22, 2022.

NOTICE IS FURTHER GIVEN that the polls at said election will be open from 7:00 a.m. until 8:00 p.m. on the stated Election Day.

Dated: August 11, 2022

Registrar of Voters

**Beaumont Library District
Campaign Timeline - November 8, 2022**

Day	Date	Phone Banks	Mail	Walks	Other
Tues.	16-Aug				Campaign Discussion
Tues.	23-Aug				Treasurer: *Files IRS SS-4 form *Opens checking account *FPPC form 410 Send Donation Letters
Mon.	29-Aug				
Tues.	6-Sep				
Tues.	13-Sep				
Fri.	16-Sep		District FAQ Mailer to Print		
Mon.	19-Sep				ROBO Calls - Voter ID
Fri.	23-Sep				Due Date to Receive all Campaign Donations Initial List of Endorsements To-Date Due (Goal=150)
Mon.	26-Sep	Voter ID Calls (20 volunteers)			
Tues.	27-Sep	Voter ID Calls (if necessary)			
Wed.	28-Sep		<i>FAQ Mailer Arrives from District</i>		
Thur.	29-Sep				FPPC 460 - Pre Election Filing # 1 Due
Sat.	1-Oct			Voter ID Walk (30 volunteers)	
Sun.	2-Oct			Voter ID Walk (if necessary)	
Tues.	4-Oct				
Fri.	7-Oct		VBM Mailer to Print		
Tues.	11-Oct				Final List of Endorsements Due (Goal=300)
Fri.	14-Oct		Endorsement Mailer to Print		
Mon.	17-Oct		<i>VBM Mailer Arrives</i>		ROBO Calls - Endo
Mon.	24-Oct		<i>Endorsement Mailer Arrives</i>		Last day to register to vote
Thur.	27-Oct				FPPC 460 - Pre Election Filing #2 Due
Sat.	5-Nov			GOTV Walk (30 volunteers)	
Mon.	7-Nov	Election Eve Calls (15 volunteers)		GOTV Walk (if necessary)	
Tues.	8-Nov	Election Day Calls (15 volunteers)		GOTV Walk (if necessary)	

Budget_Campaign_DRAFT - Beaumont Library District - 08162022

	Estimated*		
	Quantity	Cost/Piece	Total
Printed Mailers			
VBM Mailer (8.5"x11" flat, cardstock, 4/4)	8,526	\$0.86	\$7,333
Endorsement Mailer (8.5"x14" flat, cardstock, 4/4)	14,070	\$0.86	\$12,100
GOTV Mailer (8.5"x11" flat, cardstock, 4/4)	5,000	\$1.04	\$5,200
Walks			
<i>Vofer ID, Clean-up</i>	2,000	\$0.30	\$600
<i>GOTV Reminder (Saturday-Tuesday)</i>	2,000	\$0.30	\$600
Data			
VBM Updates from Political Data	-	-	\$200
Polling Locations	-	-	\$100
Other/Fees			
Signs	-	-	\$500
Committee Expenses/Contingency	-	-	\$2,000
Consultant Fees	-	-	\$3,500
Consultant Expenses	-	-	\$250
Maximum Estimated Expenses			\$32,383
Minimum Estimated Expenses (excludes if needed items)			\$30,683
District FAQ Mailer (8.5"x14" flat, 8.5"x7" folded, 4/4)	17,810	\$0.74	\$13,179

Beaumont Library District

Measure M Frequently Asked Questions

The following information is provided to assist voters in understanding the facts behind Measure M and how its passage will affect Beaumont Library and our community.

Why Beaumont Library place Measure M on the ballot?

Although Beaumont Library District's building has been well maintained over the years, it was first built in 1914 and needs major upgrades and infrastructure improvements. Measure M would allow for the expansion and modernization our local library, provide better service to youth, and broaden community learning opportunities for years to come.

What is Measure M?

Measure M is a proposal seeking approval for a \$24 million general obligation bond program. Funds generated would be used to modernize and expand our library facility.

How did the Library District come up with the project list for Measure M?

Over the last several years, with input from the community, staff, and the Library Board of Trustees, the District has prepared a list of specific improvements that need to be made, including:

- Enlarging and modernizing library facilities
- Building a community room for public use
- Providing play space and learning areas for youth
- Improving access to computers and technology
- Making health, safety, security and ADA improvements
- Repairing/replacing aging infrastructure including plumbing, sewer, HVAC, and electrical systems

Can Beaumont Library meet its facilities needs with its current budget?

The scope of improvements is far more than current funding sources would make available.

What is a General Obligation bond?

General obligation bonds allow governmental units to fund projects such as upgrades and renovations to existing buildings, healthcare facilities, etc. Similar to a home loan, these bonds are typically repaid over 30 years. Repayment comes from a tax on all taxable property—residential, commercial, agricultural and industrial—located within the District's boundaries.

What will the passage of the Measure M mean for our community?

Beaumont Library's grounds and facilities are used by the entire community—local children, families, and senior citizens. Measure M will upgrade and expand our the Library to provide an up-to-date facility that will better serve the community years into the future.

Has the Beaumont Library ever asked the voters for such funding?

No, this is the first time that Beaumont Library has ever sought funding from the public since it was originally voted into existence in 1911.

What will Measure M cost?

The tax rate per property owner is estimated to be about \$10 per \$100,000 of annual assessed valuation or a little more than 80 cents per month. Be sure not to confuse assessed valuation with market value. Assessed valuations are the value placed on property by the County and are almost always lower than market values. Check your property tax statement for your current assessed valuation.

What will happen if Measure M does not pass?

If Measure M does not pass, our existing facility will continue to deteriorate. Major repairs will need to be postponed and as a result will be more expensive to make.

How can I be sure that funds will be spent on improving our local library?

By law, all bond funds have to be spent locally and cannot be taken by the state and can only be spent on our library and not on salaries of staff or administrators. In addition, a local independent citizens' oversight committee will be established to ensure that Measure M funds are properly spent.



BEAUMONT LIBRARY DISTRICT

Board of Trustees December 2022

Margaret Coleman, President Exp. Nov. 2026
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Steve Perry Exp. Nov. 2024
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