

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library - January 26, 2023
125 East Eighth St., Beaumont, CA

MINUTES

CALL TO ORDER – President Coleman called the meeting to order at 6:36 p.m.

ROLL CALL – M. Coleman (via Zoom), B. Mahoney, C. Carr, M. Lillard-Geiser (via Zoom),
S. Perry, L. Dickinson
GUESTS: M. Cook, P. Kaymark, S. Macias (all 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/Perry) to approve the Minutes as amended. (5-0-0)

2. DIRECTOR'S REPORT

General Ledger Report – Expenses highlighted were the annual subscription for the Press Enterprise and the recent carpet cleaning.

Activity Summary Report – Circulation for the month was up 25% over last December and up 24% compared YTD. The monthly numbers were 9% below 2019, but the YTD numbers were 14% below 2019.

Changes in Status of District Employees – Jennifer Perez, a part-time employee, accepted our offer of full-time employment as Associate Librarian at \$30.15 per hour, effective January 12. She has a related Master's degree, but is pursuing a Master's in Library and Information Science through San Jose State.

3. OLD BUSINESS

A. FY22 AUDIT REPORT

Paul Kaymark and Stacy Macias, representing our new auditors, Nigro & Nigro, were in attendance. Mr. Kaymark reviewed several pages of the audit draft report. He noted that a great deal of work went into this year's process because we have migrated from the cash basis method used in the past to the more accepted accrual method used by most governmental agencies. His firm has

worked with CPAs from Eide Bailly to make the necessary conversions. He noted that, based on the accrual method, the Library's net position grew by \$502,241 over the past fiscal year. On a cash basis, the fund balance grew by \$469,384. In either case, the Library has approximately \$3.5 million in reserves and is in excellent shape financially. The possibility of earning more on reserve funds, especially with rising interest rates, was discussed. One alternative would be to move excess funds from Riverside County to an organization like CLASS or CalTRUST. Moving away from the county might also require switching payroll to a company like Paycor or Paychex. Mr. Kaymark said that he plans to work with the Director to review ways that the Library might improve its financial operations and to report back next month.

B. GRANT UPDATES

The major grant news is that the Governor's proposed FY24 budget is dealing with a \$29.5 billion deficit. The \$100 million in new infrastructure funding that was promised will be eliminated and would supposedly be given in three equal increments over the following three budget years. In the meantime, the State Library will be fighting to save funding for other popular programs, such as Lunch at the Library and Zip Books. Many libraries have been experiencing long delays and other erratic actions related to State Library grants. Zip Book grant requests were all underfunded, late arriving, and will likely be exhausted soon. The Round 2 infrastructure grant application period is supposed to take place in the first quarter of 2023, but no information has yet been made available.

C. GOALS PROGRESS REPORT

The Director's goals for October–December 2022 were successfully completed. Extensive public relations efforts took place related to Measure M in the runup to the November election. Both the Staff Development Day and Staff Appreciation Dinner were well received. A new 2023 salary scale, adjusted to accommodate the \$15.50 minimum wage, was approved.

4. NEW BUSINESS

A. FY23 2nd QUARTER FINANCIAL REPORTS

Revenue for the month of December was significantly higher than in previous years showing a double-digit increase over both FY22 and FY21. The Director reviewed a graph showing that FY21 and FY22 tracked very closely until the receipts for May 2022 were recorded, whereas FY23 is tracking up much more quickly. Overall, revenue is 39% of what was budgeted for the year, but a higher percentage is normally received in the second half. Salaries and benefits are right on target at 50% with operating expenses at 48%. PR expenses were 153% over budget but two-thirds of that amount was for the unanticipated \$7,000 spent on Measure M informational mailers. Other items above 50%, such as Association Dues and Insurance, are paid in full at the start of the year, thus inflating the percentage of budget spent year-to-date.

B. DESIGN DISCUSSION & ROUND 2 GRANT

Architect Alex Ramsey has put together the implementation plan and budget required by the State Library for the release of funds from our \$4.8 million grant award. They will be uploaded tomorrow and we should see disbursement of monies soon. We submitted a \$7.2 million budget, but will plan for a \$12.5 million project, which may be expanded should additional funds be awarded from the \$176 million available in Round 2 of the Building Forward grant program. We plan to request \$10 million, which would require a local match of 50% based upon our local per capita income. Ms. Ramsey is planning to attend the February 23 Library Board meeting via Zoom to discuss design options and phases, including possible removal of the parking lot oak. Our arborist thinks it may be possible. There is little or no corporate or foundation funding for library construction, but governmental funding may be available. Mr. Dickinson has set up a tour of the library with new County Supervisor Gutierrez on February 2 and will be following up with our new State Assembly person and our State Senator.

ADDED STARTERS AND COMMUNICATIONS

Mr. Dickinson announced that he will be a judge for the annual BUSD Spelling Bee on February 3. Library supporter Mickey Valdivia will be the keynote at Good Morning Beaumont on February 10 and the Beaumont Woman's Club is hosting a 115th birthday tea on February 11. The tenth annual "Serving with a Purpose" conference is set for May 23 in the Ontario Convention Center.

TRUSTEE COMMENTS AND REQUESTS

Ms. Carr requested list of bilingual services provided by Beaumont Library.

PUBLIC COMMENTS

Mr. Cook reported that the Friends Board met on January 24 and approved \$4,000 for the summer reading program along with additional funding for a volunteer luncheon in April, as well as for outreach and children's programs.

CLOSED SESSION

MOTION: (Carr/Perry) to go into closed session to discuss the Director's annual review process at 7:42 p.m. (5-0-0)

No actions were taken during the closed session and the meeting returned to open session at 7:51 p.m.

ADJOURNMENT - at 7:52 p.m.

APPROVED:

DATE: