

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library – May 25, 2023
125 East Eighth St., Beaumont, CA

MINUTES

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

ROLL CALL – M. Coleman, B. Mahoney, C. Carr, M. Lillard-Geiser, S. Perry, L. Dickinson
GUEST: 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: (Carr/Lillard-Geiser) to approve the Minutes as presented. (5-0-0)

2. DIRECTOR'S REPORT

General Ledger Report – The Director highlighted a few expenses from last month and noted that bids for cleaning services are being sought and will be presented at the next meeting. He also reported that Eide Bailly will be raising its rates 5% as of July 1.

Activity Summary Report – Mr. Dickinson gave a library presentation on May 12 at the Presbyterian Church and received a \$50 honorarium which he has donated to the Friends. Staff members Julia Schumacher and Devon Kimler will be attending the CLA conference in Sacramento at the beginning of June and Kelly Van Valkenburg will be attending the ALA conference in Chicago at the end of June. Circulation for April was up 12% over last April and up 23% YTD compared to last year, but down 5% for the month and down 11% YTD compared to pre-pandemic April 2019.

Changes in Status of District Employees – Kelly Van Valkenburg was promoted to Assistant Director and Julia Schumacher was promoted to Supervising Librarian for Outreach & Youth Services, both on May 4. Part-time On-call Librarian, Daphne McKinney, started work on May 13. The other candidate offered the part-time Librarian position changed her mind due to an out-of-state job offer her husband received. We will continue to seek additional applicants for Part-time/On-call Reference Librarian, which we always need to fill gaps in the schedule.

3. OLD BUSINESS

A. GRANT UPDATES

We were informed by our Bookmobile manufacturer that the vehicle would not be delivered until the second quarter of 2024 even though our deadline was December of this year. After we questioned the company, they agreed to comply with the original timeline. In other grant news, our Zip Books funds have been used up completely and we will not be ordering additional items until after the new state budget is approved and we are notified of a new grant award for the upcoming fiscal year.

B. ROUND 2 GRANT APPLICATION UPDATE

Our Building Forward Round 2 infrastructure grant application was submitted and received by the State Library on May 16. The amount being requested is \$5,151,250, which is the difference between \$10 million and what we were awarded in Round 1. The application form was significantly different for Round 2 than in Round 1 and it took a lot of back and forth with the architect to finalize all the details. Trustees received floorplans showing the small amount of expansion that could be done with Round 1 funds only and the much larger facility that could be built with additional funds in Round 2. Awards are to be announced in September. The request for bids to remove the Carnegie entrance staircase, make exterior building repairs, and to replace the staircase went out yesterday. The work is expected to begin in the latter half of July and be completed by Labor Day.

C. EMERGENCY AIR CONDITIONING REPAIRS

The compressors for our main air conditioning system have gone bad and need to be replaced with new equipment. Russell's Heating & Air Conditioning has submitted a proposal to install 2 new 5-ton twin units and 2 condenser units for \$12,550. The price includes all labor, removal of the old equipment, a 1-year warranty on labor, 10 years on the parts, and 5 years on the compressors.

MOTION: (Carr/Mahoney) to approve the \$12,550 proposal from Russell's to repair the air conditioning system. (5-0-0)

4. NEW BUSINESS

A. 10-MONTH FY23 REVENUE REPORT

Through the month of April, revenue is up 15% YTD over last fiscal year. We have received 73% of the amount budgeted so far, but one of the biggest months is May and we will not have those income reports until the second week of June.

D. 10-MONTH FY23 FINANCIAL REPORT & FY24 BUDGET, 2ND REVIEW

If expenses were equal for each month, 83% of the budget would be expended after ten months. We have only spent 70% through April overall. Personnel costs are at 79%. The Director explained why some areas were near or above 100%. In most cases, annual

payments were made earlier in the year, such as for insurance and our underfunded CalPERS liability charges. In other cases, expenses are being recorded by the CPA firm in a way differently than was done in the past. For example, our VOIP service costs are being put under Building & Equipment Maintenance instead of under the Phone line item. Materials expenditures are on target. Key increases in the proposed FY24 budget will be for Utilities and Staff Development.

ADDED STARTERS AND COMMUNICATIONS

The Director asked if another date for the next meeting might be more suitable since a few members have conflicts with June 22. After a brief discussion, it was unanimously agreed that Tuesday, June 20, would work for everyone. Mr. Dickinson gave a review of the Serving with a Purpose Conference which he attended on May 23. Also, he reported on good comments he had received about our library from a Hemet resident, about our literacy program from a teacher recently arrived from Mexico, and about Ms. Jennifer and her work in the Children's area from a young mother. Concluding his remarks, he referred to the attractive new June through August program schedule.

TRUSTEE COMMENTS AND REQUESTS

Ms. Carr echoed the comments about Ms. Jennifer as she has heard good things about her. She also expressed her gratitude for the Ramona Bowl tickets and recommended the annual pageant. In addition, she suggested that trustee education opportunities might be a good thing to pursue. Ms. Coleman said she had attended the Rotary meeting where our District 5 County Supervisor Gutierrez was the speaker. At the meeting, she spoke with a reporter at the Record Gazette who seemed to be interested in adding a regular library column to the paper. Mr. Perry asked if we had experienced any censorship issues. We have not and neither have the school libraries.

PUBLIC COMMENTS

Mr. Cook reported that the Friends Board met on May 23 and approved \$400 for the Short Fiction Book Club and \$240 for the Graphic Novel Book Club. He said that Friends Board Member Debra Roppelt had also attended the Serving with a Purpose Conference and discussed what was covered. Mr. Cook plans to retire in October and said that his health is good but his memory is not what it used to be, so the timing is right. All of those present wished him well.

ADJOURNMENT - at 7:25 p.m.

APPROVED:

DATE: