

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library Annex – April 24, 2025

232 West Sixth Street, Beaumont, CA

MINUTES

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

ROLL CALL – M. Coleman, C. Carr, B. Mahoney, M. Lillard-Geiser, S. Aguilar-Martinez, K. Van Valkenburg, L. Dickinson

GUESTS – B. Kealy

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-Coleman) to approve the Minutes. (5-0-0)

2. DIRECTOR'S REPORT

General Ledger Report – Noted expenses were payments to Dotrio for interior design services by Diane Lam. A deposit was paid to Tech Logic for the new AMH (sorting machine). C.W. Driver received February Pay application payment.

Activity Summary Report – Due to ILS migrating to the new server, reports have been temporarily unavailable. E-material usage continues to increase.

The Staff appreciation breakfast and recognition of Laura Cook's 30 years of service was celebrated on April 11, 2025.

Library Outreach Services participated in BUSD's Exceptional Learner Family Resource Fair on April 24, 2025. Besides their scheduled Bookmobile stops and Storytimes each week, they are asked to attend many local events. The Library Bookmobile kicked-off its commitment to 15 weeks of Beaumont Nights on April 7, joined by members of the Friends of the Library.

The Library Annex hosted a well-attended appreciation breakfast for all the literacy volunteers and learners on April 26.

The Beaumont-Cherry Valley Rotary Club has agreed to fund the custom bike rack project using a local fabricator.

Ms. Van Valkenburg reminded the Board members about the Serving with a Purpose conference on May 15, 2025. Library Management and Members of the Friends Board will be in attendance.

Change in Status of District Employees – Part-time /On-Call Reference Librarian, Kelly Duarte separated employment as of 4/27/25.

3. OLD BUSINESS

A. GRANT & CONSTRUCTION UPDATES

Photos from the Morongo Tribal Council chambers were shown. Two Board members, the Director and Director Emeritus attended the ceremony, receiving a \$250,000 donation for the Beaumont Library Expansion and Renovation Project.

Mr. Dickinson and Director Van Valkenburg attended several pre-construction meetings with C.W. Driver and the Architects in April. Several construction permits have not been approved yet, and the grading permit is slowing down progress. A 24/7 camera has been installed outside the Library. The landscaping plans have been approved.

B. QUARTERLY GOALS REPORT

The Director presented the Board with the list of her 1st quarter goals (January – March) of which all had been completed. Additional accomplishments were noted as well. Some items in the 2nd quarter (April – June) were in processing and/or completed.

CLOSED SESSION

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code section 54957

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:

Significant exposure to litigation pursuant to Government code section 54956.9(d)(3):
One potential case related to California Public Records Act

MOTION: (Mahoney/Coleman) to go into closed session at 6:58 p.m. (5-0-0)

The Library Board returned to open session at 7:20 p.m.

MOTION: (Coleman/Carr) to approve contractor, Luren Dickinson, a 4% merit and 2.5% cost of living increase. (5-0-0)

4. NEW BUSINESS

A. FY25 3rd QUARTER FINANCIAL & FY26 BUDGET 1st REVIEW

The Director Emeritus presented the first review of FY25 to prepare for the upcoming FY26 budget. The FY25 General Fund Third Quarter Financial Report showed the Library has received 60% of the budgeted 3rd quarter revenue which is up 10% from last year. Salaries are at 76.4% of the budgeted amount. Administrative support is over budget due to the new Bookmobile, as well as IT services. Electricity is expected to be over budget soon. Next year's revenue will be up by \$200,000.

B. DISCRETIONARY SPENDING LIMIT

The Director asked the Board to increase her discretionary spending limit from \$5,000 to \$10,000 due to rapid inflation costs.

MOTION: (Mahoney/Carr) to increase the Director's discretionary spending limit to \$10,000. (5-0-0)

C. CUSTOM OAK WOOD FURNITURE QUOTE

A bid was received from Rob Durfos of Tule Peak Timber. Examples of some of his previously crafted were viewed by the Board, giving the Director a feel for the Board's preferences.

MOTION: (Carr/Mahoney) to approve Tule Peak Timber's bid to mill, dry, and produce custom furniture and signage from the Library's oak trees not to exceed \$60,000. (5-0-0)

D. SELF CHECK EQUIPMENT QUOTE

The new building expansion will require two self-check stations, a staff circ checkout station, a staff circ machine for TS, an extra check-in pad for the sorting room and a fun self-check kiosk for kids. Tech Logic submitted a formal quote of \$48,088.64 which includes the equipment, installation, training and shipping.

MOTION: (Mahoney/Coleman) to approve purchase of self-check products and services from Tech Logic for \$48,088.64. (5-0-0)

E. SHELVING

The Board was asked their input on wood choices for new shelving and end panels. Samples from Yamada Enterprises were shown. All Board members agreed, choosing maple wood and a tree design on end panels. Due to a short lead time, the Director suggested the process of the ordering shelving to begin, and to hold off on the end panels.

MOTION: (Aguilar-Martinez/Mahoney) to approve purchase of new Library shelving not to exceed \$307,000. (5-0-0)

ADDED STARTERS AND COMMUNICATIONS

Ms. Van Valkenburg invited the Board to the Baked Potato Jubilee on May 1 at the Chatigny Center, with raffles, gift baskets and door prizes supporting the Beaumont High School scholarship fund.

TRUSTEE COMMENTS AND REQUESTS

Ms. Carr asked for more information on the Serving With A Purpose Conference on May 15, 2025.

PUBLIC COMMENTS

None

ADJOURNMENT - at 7:52 p.m.

APPROVED:

A handwritten signature in cursive script that reads "Cynthia Carr". The signature is written in black ink and is positioned to the right of the word "APPROVED:".

DATE:

A handwritten date "5/29/25" in cursive script, written in black ink. The date is positioned to the right of the word "DATE:".