

# BEAUMONT LIBRARY DISTRICT

**BOARD OF TRUSTEES MEETING**  
**6:30 p.m. at the Library – June 20, 2023**  
**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. 11-MONTH FY23 REVENUE REPORT
- C. 11-MONTH FY23 FINANCIAL REPORT & PROPOSED FY24 BUDGET, 3<sup>RD</sup> REVIEW

### 4. NEW BUSINESS

- A. BIDS FROM CLEANING SERVICES
- B. CARNEGIE STAIRCASE REPAIR PROJECT
- C. SDRMA BOARD DIRECTORS ELECTION

ADDED STARTERS AND COMMUNICATIONS

TRUSTEE COMMENTS AND REQUESTS

PUBLIC COMMENTS – 3-minute limit

ADJOURNMENT

# 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 at library presentation on May 12 at the Presbyterian Church and received a \$50 honorarium which he as 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, 2<sup>ND</sup> 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:



BEAUMONT LIBRARY DISTRICT

## **Director's Report**

### **June 20, 2023**

#### **Activity Summary**

Another staff member and I got a quick start to the month when we joined volunteers from the San Geronio Pass Historical Society on the morning of May 31 to set up our shared booth for the Cherry Festival. John McLaughlin, Historical Society President, and his daughter, Laurie, were instrumental in orchestrating the work. Tragically, John was found to have died overnight in his sleep on June 1. A sympathy card and flowers were sent to the family on behalf of the Library. His wife, Rhea, who survives him, was Beaumont's Head Librarian from 1981 to 1990. On June 3, I drove the Bookmobile as part of our contingent in the Cherry Festival Parade. During the course of the festival, several library employees and Board members helped staff our booth. I took my turn on Sunday afternoon, June 4. The Library got good ad placement from the Record Gazette in this year's Cherry Festival supplement. Our half page ad was on the last glossy page opposite the table of contents for the brochure. Bids for the Carnegie staircase repair and replacement project were solicited on May 24 and will be due at 2 p.m. on June 20, a few hours before the Board meeting.

#### **Personnel Changes**

There were no changes in personnel during the month.

#### **Meetings & Activities**

- June 3 Driving Library Bookmobile for Cherry Festival Parade
- June 4 Staffing Cherry Festival Booth shared with Historical Society
- June 8 Rotary Club of Beaumont & Cherry Valley, Chatigny Center
- June 12 Summer Reading & Lunch @ the Library programs begin

**Beaumont Library District**  
**General Ledger**  
As of May 31, 2023

Type	Date	Num	Name	Memo	Split	Amount
<b>101100 · Wells Fargo Checking</b>						
Deposit	05/01/2023			Deposit	732120 · Librar...	10.00
Check	05/01/2023		TASC		515080 · Healt...	-90.00
Bill Pmt -Check	05/02/2023	5265	Tom Lara	April 2023	2000 · Account...	-480.00
Check	05/02/2023		TASC		515080 · Healt...	-744.00
Deposit	05/03/2023			Deposit	732120 · Librar...	7.60
Check	05/04/2023		CALPERS		515080 · Healt...	-8,373.56
Transfer	05/09/2023			Funds Transfer	1180 · Other R...	350,000.00
Check	05/09/2023		Frontier		5295.01 · Phon...	-253.46
Check	05/10/2023		Merchant Fee		5245.07 · Cred...	-21.80
Bill Pmt -Check	05/11/2023	5266	Susan Turley		2000 · Account...	-300.00
Deposit	05/12/2023			Deposit	732120 · Librar...	10.00
General Journal	05/12/2023	lc 6/3/23	CALPERS	CalPERS Cla...	513000 · Retir...	-1,665.35
General Journal	05/12/2023	lc 6/3/23	CALPERS	CalPERS PE...	513000 · Retir...	-3,401.28
General Journal	05/12/2023	lc 6/3/23	CALPERS	CalPERS 457...	513000 · Retir...	-1,640.00
Check	05/15/2023		TASC		515080 · Healt...	-90.00
Check	05/15/2023		Edison		5295.02 · Elect...	-1,265.64
Check	05/16/2023		Wells Fargo Busines...		-SPLIT-	-1,714.25
Check	05/17/2023		Waste Management		5295.05 · Tras...	-167.94
Check	05/22/2023		BCVWD		5295.03 · Wat...	-144.01
Check	05/22/2023		So Cal Gas		5295.03 · Wat...	-83.87
Bill Pmt -Check	05/23/2023	5267	Amazon Capital Ser...		2000 · Account...	-1,102.70
Bill Pmt -Check	05/23/2023	5268	Baker & Taylor		2000 · Account...	-192.12
Bill Pmt -Check	05/23/2023	5269	Beaumont Chamber...		2000 · Account...	-75.00
Bill Pmt -Check	05/23/2023	5270	Beaumont Safe and ...		2000 · Account...	-261.49
Bill Pmt -Check	05/23/2023	5271	Coldren's Cleaning ...	May 2023	2000 · Account...	-465.00
Bill Pmt -Check	05/23/2023	5272	Demco		2000 · Account...	-1,270.92
Bill Pmt -Check	05/23/2023	5273	Eide Bailly LLP	EI01512702	2000 · Account...	-2,508.75
Bill Pmt -Check	05/23/2023	5274	Engberg Anderson		2000 · Account...	-12,725.00
Bill Pmt -Check	05/23/2023	5275	Ingram Library Servi...		2000 · Account...	-6,006.03
Bill Pmt -Check	05/23/2023	5276	Jennifer Perez		2000 · Account...	-116.56
Bill Pmt -Check	05/23/2023	5277	Lakeshore		2000 · Account...	-247.89
Bill Pmt -Check	05/23/2023	5278	Midwest Tape		2000 · Account...	-735.97
Bill Pmt -Check	05/23/2023	5279	Office Depot		2000 · Account...	-839.89
Bill Pmt -Check	05/23/2023	5280	SDRMA	June 2023	2000 · Account...	-241.99
Bill Pmt -Check	05/23/2023	5281	TASC	June 2023	2000 · Account...	-114.26
Bill Pmt -Check	05/23/2023	5282	Terminix	May	2000 · Account...	-157.00
Bill Pmt -Check	05/23/2023	5283	West Coast Electric		2000 · Account...	-1,173.04
Bill Pmt -Check	05/23/2023	5284	Russell's Heating an...		2000 · Account...	-12,840.00
Deposit	05/23/2023			Deposit	7800 · Other In...	50.00
Deposit	05/23/2023			Deposit	732120 · Librar...	1,500.00
Deposit	05/23/2023			Deposit	-SPLIT-	8,501.02
Check	05/23/2023		Waste Management		5295.05 · Tras...	-50.14
Check	05/24/2023		Wex Fleet Card		5245.02 · Book...	-81.60
Bill Pmt -Check	05/25/2023	5285	Engberg Anderson		2000 · Account...	-2,090.00
General Journal	05/26/2023	lc 6/3/23	CALPERS	CalPERS Cla...	513000 · Retir...	-1,795.91
General Journal	05/26/2023	lc 6/3/23	CALPERS	CalPERS PE...	513000 · Retir...	-3,456.87
General Journal	05/26/2023	lc 6/3/23	CALPERS	CalPERS 457...	513000 · Retir...	-1,690.00
Bill Pmt -Check	05/30/2023	5286	Signature Print LLC		2000 · Account...	-999.42
Check	05/30/2023		TASC		515080 · Healt...	-90.00
Deposit	05/31/2023			Deposit	732120 · Librar...	57.00
Deposit	05/31/2023			Deposit	740020 · Intere...	230.29

Total 101100 · Wells Fargo Checking

288,603.20

101110 · Wells Fargo Savings

Total 101110 · Wells Fargo Savings

1053 · FMV - Cash in County Treasury

1053.01 · FMV - Cash in County - GF

Total 1053.01 · FMV - Cash in County - GF

1053.02 · FMV - Cash in County - ACO

Total 1053.02 · FMV - Cash in County - ACO

1053.03 · FMV - Cash in County - Endow

Total 1053.03 · FMV - Cash in County - Endow

1053 · FMV - Cash in County Treasury - Other

Total 1053 · FMV - Cash in County Treasury - Other

Total 1053 · FMV - Cash in County Treasury

1100 · Accounts Receivable

# Beaumont Library District Activity Report

## May 2023

	Month	YTD	Prior Yr. Mo.	Prior YTD	Registration Activity	Month	YTD	Prior Yr. Mo.	Prior YTD
<b>Circulation Activity</b>									
Items Checked Out	7495	81161	6745	66800	CS Added	0	0	0	0
Items Checked In	8170	86783	7329	71204	JP Added	14	224	32	240
Items Renewed	1902	24988	2189	20726	LT Added	0	3	0	0
<b>Circulation Totals</b>	<b>17567</b>	<b>192932</b>	<b>16263</b>	<b>158730</b>	OBR Added	75	902	81	278
					PT Added	36	347	24	631
<b>Hold Activity</b>					YP Added	9	101	5	116
Holds Added	604	7027	546	6394	CS Deleted	0	10	0	0
Holds Arrived	855	10040	832	9632	JP Deleted	0	1196	0	5
Holds Canceled	49	596	46	647	LT Deleted	0	10	0	4
Holds Checked Out	575	6338	506	5859	OBR Deleted	0	62	1	640
<b>Holds Totals</b>	<b>2083</b>	<b>24001</b>	<b>1930</b>	<b>22532</b>	PT Deleted	5	5242	2	28
					YP Deleted	2	1257	0	11
<b>Overdue Notices</b>					CS Updated	0	0	0	0
First Notices	780	10854	972	8220	JP Updated	10	238	17	266
Second Notices	465	5073	430	3521	LT Updated	0	3	0	4
Third Notices	0	2492	228	2131	OBR Updated	3	63	8	22
Courtesy Notices	5208	55562	4429	41730	PT Updated	274	3539	270	2219
<b>Total Notices</b>	<b>6453</b>	<b>73981</b>	<b>6059</b>	<b>55602</b>	YP Updated	9	350	13	226
					<b>Registration Totals</b>	<b>437</b>	<b>13547</b>	<b>453</b>	<b>4690</b>
<b>Fines Paid &amp; Waived</b>					CS=No computer use	JP=0 to 9	LT=Outreach	OBR=Online	PT=Age 18+
Fines Paid	\$ 127.90	\$ 3,312.45	\$ 1,809.04	\$ 7,226.34					YP=10-17
Fines Waived	\$ 943.65	\$ 14,846.37	\$ 1,053.20	\$ 12,279.35					
<b>Fines Balance</b>	<b>\$ (815.75)</b>	<b>\$ (11,533.92)</b>	<b>\$ 755.84</b>	<b>\$ (5,053.01)</b>					
<b>E-Material Usage</b>					<b>Collection Growth</b>				
Hoopla	109	760	51	499	Titles Added	589	5707	874	6048
Overdrive	655	6629	543	5635	Titles Deleted	538	4699	221	8573
eMagazines	19	156	0	110	<b>Titles Change</b>	<b>51</b>	<b>1008</b>	<b>653</b>	<b>-2525</b>
					Items Added	680	6635	948	6627
<b>Database Usage</b>					Items Deleted	656	6217	314	10172
Ancestry	69	2196	204	3649	<b>Items Change</b>	<b>24</b>	<b>418</b>	<b>634</b>	<b>-3545</b>
GreenFILE	0	43	0	8	<b>Public Computer Use</b>	304	3271	283	2640
HeritageQuest	0	9	0	14	<b>Reference Interaction</b>	1304	12835	1112	14612
LearningExpress	0	28	0	167	<b>Website Visits</b>	3340	37945	3438	24439
Novelist	15	315	15	72					
ProQ K-12	0	28	2	11					

**Re: BLD Renovation - Interior Finishes**

Luren Dickinson

Tue 6/13/2023 11:49 AM

To: Alexandra Ramsey <alexr@engberganderson.com>

Cc: Kelly Van Valkenburg <kelly.vanvalkenburg@bld.lib.ca.us>

Alex,

Limit the porcelain tile to the vestibules and put marmoleum in the lobby.

The rest looks fine.

Thanks.

Luren E. Dickinson, Director  
Beaumont Library District  
125 East 8th Street  
Beaumont, CA 92223  
Work: 951-845-1357  
Website: [bld.lib.ca.us](http://bld.lib.ca.us)

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**From:** Alexandra Ramsey <alexr@engberganderson.com>

**Sent:** Thursday, June 8, 2023 12:38 PM

**To:** Luren Dickinson <luren.dickinson@bld.lib.ca.us>

**Subject:** BLD Renovation - Interior Finishes

[CAUTION: This email originated from outside of the Library. Do not click links or open attachments unless you recognize the sender and know the content is safe]

Hi Luren,

As we look to describe the project in the bridging documents, we will want to specify the materials for the flooring, walls and ceilings throughout the building. While the exact products will be selected with the design build team, including colors and patterns, we will set the quality standards now for them to include in their bids.

FLOORING: See the table below for our proposed finishes

SPACE	EXISTING	PROPOSED
Entryway	Cork tile	Porcelain tile*
Restrooms	Ceramic tile	Porcelain tile
Community Room	Vinyl Plank	Marmoleum**
Staff Workrooms	Carpet / Vinyl Plank	Marmoleum
Staff Offices	Carpet	Carpet tile
Typical library spaces	Carpet	Carpet tile
Historic Carnegie	Wood	Wood (Existing)

\* Porcelain tile is the current industry standard for durable floor surfaces in high traffic areas of public buildings. Your existing tile may be porcelain, but I'm not sure. It will have grout joints that will be noticeable to book trucks. Will this be okay for the full length of the lobby or should we limit it to the vestibules? If not the full lobby, we could transition to the marmoleum, much as you currently have the cork connecting the two entry doors.

\*\* Marmoleum is a resilient sheet product similar to the vinyl you recently installed in your community room. It's advantages are that it is more durable and sustainable, made from a natural linoleum, with a wide variety of colors and textures. (<https://www.forbo.com/flooring/en-us/products/marmoleum/pl69tq>) This would be a good starting point for the next designer and if you decided to select a vinyl product, it should fit within the same budget.

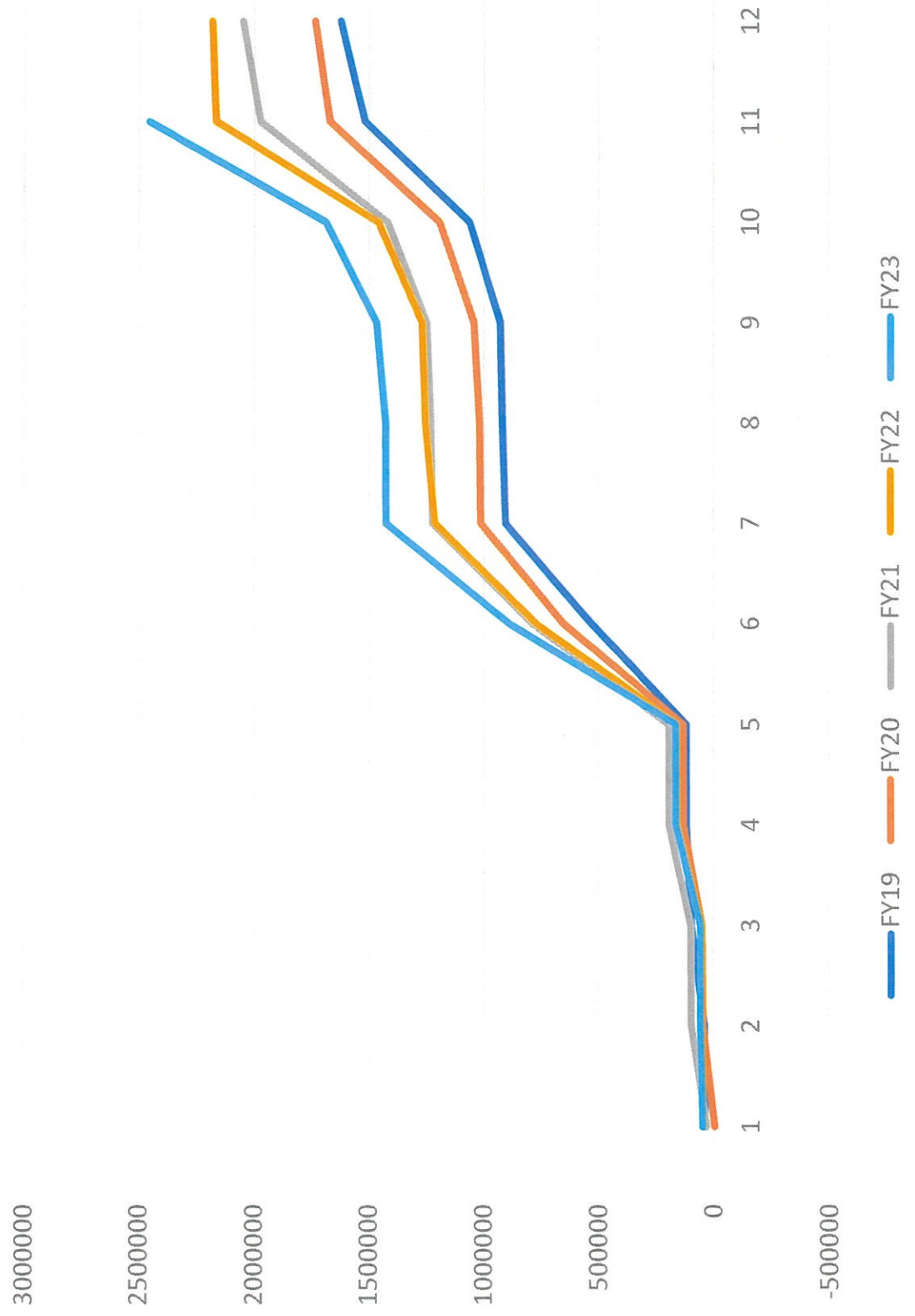
WALLS: I assume we will have typical painted drywall throughout.

CEILING: I assume we will want a high quality acoustic ceiling tile throughout, with some areas of drywall for design purposes.

**BEAUMONT LIBRARY DISTRICT  
2022-2023 11-Month Revenue Report**

TYPE OF REVENUE	Actual 2020-21	Actual 2021-22	Budget 2022-23	Revenue YTD	Balance	Explanation
PROP TAX CURRENT SECURED	1,708,390.52	1,863,869.82	2,000,000.00	2,065,828.18	65,828.18	Current property tax
PROP TAX CURR UNSECURED	71,290.48	89,521.78	94,000.00	91,237.48	-2,762.52	Personal property tax
PROP TAX PRIOR UNSECURED	2,685.38	-2,271.29	5,000.00	1,854.83	-3,145.17	Incremental taxes reinstated
PROP TAX CURRENT SUPPL	30,006.12	16,720.91	8,000.00	63,894.15	55,894.15	Current supplemental
PROP TAX PRIOR SUPPL	12,474.84	27,117.47	29,000.00	21,260.67	-7,739.33	Prior supplemental
OTHER - FINES & FEES	10,489.21	0.00	4,000.00	0.00	-4,000.00	Revenue from collections
INTEREST - INVESTED FUNDS	532.11	833.71	1,000.00	35,414.62	34,414.62	Earnings on General Fund
CA-HOMEOWNERS TAX RELIEF	16,077.03	16,071.06	16,000.00	13,846.02	-2,153.98	State provided property rev.
CA-AID OTHER GOV'T AGENCIES	49,039.65	0.00	0.00	0.00	0.00	Federal and state grants
CONTRACTUAL & REDEV	149,248.76	168,251.98	155,000.00	163,768.62	8,768.62	Unwinding revenues
OTHER MISC - DONATIONS	155.00	0.00	1,000.00	0.00	-1,000.00	Private grants, gifts
<b>ASSUMED GEN. FUND TOTALS</b>	<b>2,050,389.10</b>	<b>2,180,115.44</b>	<b>2,313,000.00</b>	<b>2,457,104.57</b>	<b>144,104.57</b>	
ACO FUND	150,000.00	175,000.00	250,000.00	250,000.00	0.00	Transfers
INCOME AND EXPENSES	-6,324.90	5,000.00	5,000.00	54,625.70	49,625.70	Interest and Expenses
<b>ASSUMED ACO FUND TOTALS</b>	<b>143,675.10</b>	<b>180,000.00</b>	<b>255,000.00</b>	<b>304,625.70</b>	<b>49,625.70</b>	
LIBRARY ENDOWMENT FUND	2,200.00	0.00	0.00	0.00	0.00	Library endowment
INTEREST AND DONATIONS	9.22	500.00	500.00	703.56	203.56	
<b>ASSUMED LIBRARY TOTALS</b>	<b>2,209.22</b>	<b>500.00</b>	<b>500.00</b>	<b>703.56</b>	<b>203.56</b>	
FRIENDS ENDOWMENT FUND	2,200.00	0.00	0.00	0.00	0.00	Friends endowment
INTEREST AND DONATIONS	9.21	500.00	500.00	703.55	203.55	
<b>ASSUMED FRIENDS TOTALS</b>	<b>2,209.21</b>	<b>500.00</b>	<b>500.00</b>	<b>703.55</b>	<b>203.55</b>	
<b>ASSUMED ENDOWMENT TOTALS</b>	<b>4,418.43</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>1,407.11</b>	<b>407.11</b>	

# Beaumont Library District Cumulative Month-by-Month Tax Revenue



# Beaumont Library District

## 11-Month FY23 Financial Report & Proposed FY24 Budget

	Jul 22-May 23	FY23 Budget	% YTD	Prop. FY24 Budget
<b>Income</b>				
<b>7000 · Property Tax Revenue</b>				
7020 · Property Tax Current Secured	2,065,828.18	2,000,000.00	103.3%	2,150,000.00
7025 · Property Tax Current Unsecured	91,237.48	94,000.00	97.1%	95,000.00
7030 · Property Tax Prior Year Secured	492.50	2,000.00	24.6%	2,000.00
7035 · Property Tax Prior Unsecured	1,362.33	3,000.00	45.4%	3,000.00
7040 · Property Tax Current Suppl.	63,894.15	8,000.00	798.7%	64,000.00
7050 · Prop Tax Prior Year Suppl.	21,260.67	29,000.00	73.3%	25,000.00
<b>Total 7000 · Property Tax Revenue</b>	<b>2,244,075.31</b>	<b>2,136,000.00</b>	<b>105.1%</b>	<b>2,339,000.00</b>
<b>715 · Contractual &amp; Redevelopment</b>				
7150 · RDV Property Tax LMIH Resdl Ast	163,768.62	155,000.00	105.7%	155,000.00
7160 · CA Homeowners Tax Relief	13,846.02	16,000.00	86.5%	16,000.00
<b>Total 715 · Contractual &amp; Redevelopment</b>	<b>177,614.64</b>	<b>171,000.00</b>	<b>103.9%</b>	<b>171,000.00</b>
<b>7200 · Grant Revenues</b>				
7201 · ESL Grant	16,000.00	16,000.00	100.0%	18,000.00
7202 · Literacy Grant	35,570.00	35,570.00	100.0%	37,600.00
7220 · E-Rate Grant	13,312.74	13,312.74	100.0%	14,000.00
7225 · Zip Book Grant	11,208.33	7,128.00	157.2%	8,500.00
7225 · CSL Building Forward	2,424,375.00	2,424,375.00	100.0%	4,363,875.00
<b>Total 7200 · Grant Revenues</b>	<b>2,500,466.07</b>	<b>2,496,385.74</b>	<b>100.2%</b>	<b>4,441,975.00</b>
732120 · Library Fines and Fees	3,690.10	4,000.00	92.3%	4,000.00
740020 · Interest-Invested Funds	37,728.57	1,000.00	3772.9%	80,000.00
<b>7800 · Other Income</b>				
7820 · Rental Income	7,763.68	13,200.00	58.8%	15,000.00
7830 · Donations	3,458.07	1,000.00	345.8%	1,000.00
781360 · Other Misc. Revenue	13,758.56	1,000.00	1375.9%	1,000.00
<b>Total 7800 · Other Income</b>	<b>24,980.31</b>	<b>15,200.00</b>	<b>164.3%</b>	<b>17,000.00</b>
<b>Total Income</b>	<b>4,988,555.00</b>	<b>4,819,585.74</b>	<b>103.5%</b>	<b>7,048,975.00</b>

	Jul 22-May 23	FY23 Budget	% YTD	Prop. FY24 Budget
<b>Expense</b>				
<b>5100 · Regular Salaries</b>				
5100.01 · Salaries - Administration	253,872.81	280,000.00	90.7%	310,000.00
5100.02 · Salaries - Adult Services	172,674.28	181,000.00	95.4%	313,000.00
5100.03 · Salaries - Technical Mbr Svcs	163,449.40	199,000.00	82.1%	186,000.00
5100.04 · Salaries - Outreach & Youth Svc	211,464.65	276,000.00	76.6%	257,000.00
5100.05 · Salaries - Library Pages	21,727.09	27,000.00	80.5%	31,000.00
5100.06 · Salaries - Facilities & Grounds	25,032.03	27,000.00	92.7%	30,000.00
<b>Total 5100 · Regular Salaries</b>	<b>848,220.26</b>	<b>990,000.00</b>	<b>85.7%</b>	<b>1,127,000.00</b>
<b>5130001 · Benefits</b>				
<b>515080 · Health Insurance</b>				
5150801 · Health Insurance EE Reimb.	(17,086.06)	(20,000.00)	85.4%	(22,000.00)
515080 · Health Insurance - Other	92,391.38	117,500.00	78.6%	128,000.00
<b>Total 515080 · Health Insurance</b>	<b>75,305.32</b>	<b>97,500.00</b>	<b>77.2%</b>	<b>106,000.00</b>
513150 · Employee Life Insurance	2,416.22	3,500.00	69.0%	4,000.00
513140 · Medicare Tax	13,230.24	18,500.00	71.5%	17,000.00
513120 · Social Security	56,003.94	68,000.00	82.4%	70,000.00
513020 · CalPERS - Fees	900.00	500.00	180.0%	1,500.00
513010 · CalPERS UAL	83,357.00	85,000.00	98.1%	89,000.00
513000 · Retirement/Misc	69,485.31	250,000.00	27.8%	100,000.00
<b>Total 5130001 · Benefits</b>	<b>300,698.03</b>	<b>523,000.00</b>	<b>57.5%</b>	<b>387,500.00</b>
<b>524500 · Admin Support-Direct</b>				
5245.01 · Supplies	25,879.17	25,000.00	103.5%	28,000.00
5245.02 · Bookmobile	3,454.80	35,000.00	9.9%	5,000.00
5245.03 · Building & Equipment Maint.	31,860.07	30,000.00	106.2%	36,000.00
5245.04 · Public Relations	12,699.15	7,500.00	169.3%	10,000.00
5245.05 · Automation	41,624.63	30,000.00	138.7%	35,000.00
5245.06 · Programs	11,786.59	12,000.00	98.2%	15,000.00
5245.07 · Credit Cards - Merchant fees	300.57	20,000.00	1.5%	500.00
524500 · Admin Support-Direct - Other	225.00	-	N/A	500.00
<b>Total 524500 · Admin Support-Direct</b>	<b>127,829.98</b>	<b>159,500.00</b>	<b>80.1%</b>	<b>130,000.00</b>
<b>524520 · Admin Support-Indirect</b>				
52452.1 · Association Dues	8,507.44	10,000.00	85.1%	10,000.00
52452.2 · Insurance	25,501.32	30,000.00	85.0%	31,000.00
52452.3 · Insurance - Workers Comp.	6,187.55	10,000.00	61.9%	5,000.00
52452.4 · County Charges	6,045.04	7,000.00	86.4%	7,000.00
52452.5 · Staff Development / Travel	11,440.86	12,000.00	95.3%	18,000.00
52452.6 · Professional Services	24,142.90	15,000.00	161.0%	282,000.00
52452.7 · Election Expenses	0.00	-	N/A	50,000.00
52452.8 · Miscellaneous Expense	441.74	3,000.00	14.7%	1,000.00
524560 · Auditing and Accounting	57,460.35	60,000.00	95.8%	60,000.00
<b>Total 524520 · Admin Support-Indirect</b>	<b>139,727.20</b>	<b>147,000.00</b>	<b>95.1%</b>	<b>464,000.00</b>

	Jul 22-May 23	FY23 Budget	% YTD	Prop. FY24 Budget
<b>524600 · Materials</b>				
5246.01 · Materials - Periodicals	2,696.06	3,000.00	89.9%	3,000.00
5246.02 · Materials - Ref / Databases	9,233.91	10,000.00	92.3%	10,000.00
5246.03 · Materials -Non-Fiction	7,254.63	13,000.00	55.8%	13,000.00
5246.04 · Materials -Fiction / Replacemts	16,270.66	17,000.00	95.7%	19,000.00
5246.05 · Materials - Youth	30,207.78	27,000.00	111.9%	32,000.00
5246.06 · Materials - Audio	4,174.54	5,000.00	83.5%	5,000.00
5246.07 · Materials - Video	9,255.17	12,000.00	77.1%	10,000.00
5246.08 · Materials - Bookmobile	2,484.99	4,000.00	62.1%	4,000.00
5246.09 · Materials - Large Print	6,845.37	7,000.00	97.8%	7,000.00
5246.10 · Materials - McNaughton / E-book	19,454.97	32,000.00	60.8%	32,000.00
5246.11 · Materials - Spanish Language	1,661.09	3,000.00	55.4%	3,000.00
5246.12 · Materials - Graphic Novels	6,618.07	6,000.00	110.3%	7,000.00
5246.13 · Materials - Standing Orders	4,607.46	7,000.00	65.8%	7,000.00
<b>Total 524600 · Materials</b>	<b>120,764.70</b>	<b>146,000.00</b>	<b>82.7%</b>	<b>152,000.00</b>
<b>529540 · Utilities</b>				
5295.01 · Phone / Alarms / Website	6,770.11	24,000.00	28.2%	10,000.00
5295.02 · Electric	21,992.15	25,000.00	88.0%	30,000.00
5295.03 · Water / Sewer / Gas	5,981.04	7,000.00	85.4%	9,000.00
5295.04 · OCLC Access	8,623.24	10,000.00	86.2%	10,000.00
5295.05 · Trash & Pest Control	2,780.10	3,000.00	92.7%	4,000.00
<b>Total 529540 · Utilities</b>	<b>46,146.64</b>	<b>69,000.00</b>	<b>66.9%</b>	<b>63,000.00</b>
<b>5300 · Grant Expenses</b>				
5301 · ESL Grant Expenses	1,333.01	16,000.00	8.3%	18,000.00
5302 · Literacy Grant Expenses	3,011.21	25,000.00	12.0%	25,000.00
5303 · Family Literacy Grant Expenses	1,639.17	10,000.00	16.4%	12,600.00
5315 · Lunch at the Library Grant Exps	252.00	3,400.00	7.4%	6,680.00
5320 · E-Rate Grant Expenses	7,564.14	13,300.00	56.9%	13,000.00
5325 · Zip Book Grant Expenses	8,773.40	7,128.00	123.1%	8,500.00
5330 · CSL Building Forward Grant Expenses	0.00	-	N/A	495,000.00
<b>Total 5300 · Grant Expenses</b>	<b>22,572.93</b>	<b>74,828.00</b>	<b>30.2%</b>	<b>578,780.00</b>
5460 · Capital Outlay	2,340.00	31,000.00	7.5%	105,000.00
546020 · Misc Equipment	15,208.23	25,000.00	60.8%	25,000.00
<b>Total Expense</b>	<b>1,623,507.97</b>	<b>2,165,328.00</b>	<b>75.0%</b>	<b>3,032,280.00</b>
<b>Net Ordinary Income</b>	<b>3,365,047.03</b>	<b>2,654,257.74</b>	<b>126.8%</b>	<b>4,016,695.00</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
551000 · Operating Transfers-Out				
5420600 · ACO	0.00	250,000.00	0.0%	250,000.00
<b>Total 551000 · Operating Transfers-Out</b>	<b>0.00</b>	<b>250,000.00</b>	<b>0.0%</b>	<b>250,000.00</b>
581000 · Contingency	7,907.26	75,000.00	10.5%	50,000.00
<b>Total Other Expense</b>	<b>7,907.26</b>	<b>75,000.00</b>	<b>10.5%</b>	<b>50,000.00</b>
<b>Net Other Income</b>	<b>(7,907.26)</b>	<b>75,000.00</b>	<b>-10.5%</b>	<b>50,000.00</b>
<b>Net Income</b>	<b>3,372,954.29</b>	<b>2,579,257.74</b>	<b>130.8%</b>	<b>3,966,695.00</b>



BEAUMONT LIBRARY DISTRICT

**M E M O R A N D U M**

**TO: Beaumont Library District Board of Trustees**

**FROM: Luren Dickinson, Director**

**DATE: June 13, 2023**

**SUBJECT: Once Weekly Cleaning Bids**

In addition to the part-time Facilities Associate on our payroll, Beaumont Library District has had a cleaning service come in once a week on Wednesdays. We discontinued that service at the beginning of the pandemic shutdown, but later brought in a different service once we had re-opened to the public.

It has been about three years since we took cleaning bids, so we have solicited new bids for the upcoming fiscal year. We received the following three bids with each company agreeing to provide the same level of service once a week:

<u>Company</u>	<u>Address</u>	<u>Price Quoted</u>
Coldren's Cleaning Crew	Redlands, CA	\$167
Executive Level Cleaning Service	Upland, CA	\$250
Neat and Easy, Inc.	Fullerton, CA	\$160

Recommendation: Based upon quality of their proposal and good references, we should go with the low bid from Neat and Easy.

## RE: BID OPENING

Alexandra Ramsey <alexr@engberganderson.com>

Thu 6/1/2023 2:18 PM

To: Luren Dickinson <luren.dickinson@bld.lib.ca.us>

At the public meeting we will simply read the bids aloud and thank everyone for participating.

I can set up a meeting for us immediately following to evaluate the bids. If it is straightforward, this could take half an hour. If there are close bids or suspect bidders, we will want to make some due diligence calls which could take the afternoon or perhaps even longer. We won't really know until bid day! It's a small project, so I would assume we would be able to quickly identify the recommended contractor.

I'll send the meeting invites.

Alex

**Alexandra Ramsey** Partner, AIA, NCARB

D: 414.944.9161 | O: 414.944.9000

ENGBERG ANDERSON

ARCHITECTURE | INTERIOR DESIGN | PLANNING

**From:** Luren Dickinson <luren.dickinson@bld.lib.ca.us>

**Sent:** Thursday, June 1, 2023 3:56 PM

**To:** Alexandra Ramsey <alexr@engberganderson.com>

**Subject:** BID OPENING

Alex,

I plan to join the bid opening at 2 p.m. on June 20.

The paperwork you sent gives me the ID number and Passcode, but the Microsoft Teams link does not work (probably because the document I got was a PDF).

Would you send me the link? Should anyone else at the Library (Kelly or Board members) be joining?

What will be the process of determining the lowest most responsible and responsive bid, and how long will that take?

The accepted bid could be approved that evening at the Library Board's 6:30 p.m. meeting.

Please advise.

Luren E. Dickinson, Director

Beaumont Library District

125 East 8th Street

Beaumont, CA 92223

Work: 951-845-1357

Website: [bld.lib.ca.us](http://bld.lib.ca.us)

**OFFICIAL 2023 ELECTION BALLOT  
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS**

**VOTE FOR ONLY THREE (3) CANDIDATES**

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery at SDRMA on or before 4:30 p.m., Tuesday August 8, 2023. Faxes or electronic transmissions are NOT acceptable.

- ROBERT SWAN (INCUMBENT)**  
Director, Groveland Community Services District
  
- ACQUANETTA WARREN**  
Vice Chair, Local Agency Formation Commission for San Bernardino County
  
- JESSE CLAYPOOL (INCUMBENT)**  
Board Chair, Honey Lake Valley Resource Conservation District
  
- SANDY SEIFERT-RAFFELSON (INCUMBENT)**  
General Manager, Herlong Public Utility District

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2023 by the:

\_\_\_\_\_

**at a public meeting** by the following votes:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_

\_\_\_\_\_



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## CSDA Board of Directors Election Ballot - Term 2024 - 2026; Seat C - Southern Network

### Please vote for your choice

Choose **one** of the following candidates:

- \*Arlene Schafer, Director, Costa Mesa Sanitary District (incumbent)
- Al Nederhood, Director, Municipal Water District of Orange County
- John Skerbelis, Director, Rubidoux Community Services District

\*Incumbent

**Arlene Schafer\*** [\[view details\]](#)

**Al Nederhood** [\[view details\]](#)

**John Skerbelis** [\[view details\]](#)

[Previous](#)

[Next](#)