

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING
6:30 p.m. at the Library Annex - March 24, 2026
232 West Sixth Street, Beaumont, CA

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. REPORT OF POSTING OF AGENDA

Public comments on items not on the agenda and/or jurisdiction items –
3-minute limit per topic, per speaker

4. CONSENT ITEMS

Approval of Minutes of the previous meeting

5. FRIENDS OF THE LIBRARY REPORT

6. DIRECTOR'S REPORT

- A. General Ledger Report
- B. Activity Summary Report

7. OLD BUSINESS

- A. GRANT & CONSTRUCTION UPDATES
 - i. BIDS FOR NEW SCOPE OF WORK
 - ii. BIDS FOR WALL WRAP
- B. LIBRARY ORGANIZATIONAL EXPANSION UPDATE
- C. 2026 ELECTION OF WESTERN REGION REPRESENTATIVE FOR LAFCO

8. NEW BUSINESS

- A. REBRANDING TIMELINE
- B. STAFF WORKSTATIONS PURCHASE APPROVAL

9. ADDED STARTERS AND COMMUNICATIONS

10. TRUSTEE COMMENTS AND REQUESTS

11. PUBLIC COMMENTS – 3-minute limit

12. ADJOURNMENT

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library Annex – February 26, 2026
232 West Sixth Street, Beaumont, CA. 92223

MINUTES

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

ROLL CALL – C. Carr, S. Aguilar-Martinez, S. Mitchell, K. Van Valkenburg, L. Dickinson
GUESTS – B. Kealy
ABSENT: M. Coleman, M. Garcia

REPORT OF POSTING OF AGENDA – Agenda was posted 72 hours in advance.

1. CONSENT ITEMS

Approval of Minutes of the previous meeting.

MOTION: (Mitchell/Aguilar-Martinez) to approve the Minutes. (3-0-2)

2. FRIENDS OF THE LIBRARY REPORT -- None

3. DIRECTOR'S REPORT

The library receives funds from the Southern California Library Cooperative annually. They are used to purchase e-books. The EmPowering Access grant was submitted and if awarded, will result in the Library receiving a parent workstation, a Charlie Cart, a light table, and several sewing machines to be used in future programming.

The “Every Story Counts” survey showed the Library to be a community hub with friendly staff, and a “home away from home” place for many residents. Checkouts topped the list for Library usage, followed by program attendance, or just a place to be. Suggestions from those surveyed were for more space, more programs, tech education, more arts and crafts, and a seed share program.

A. General Ledger Report – Of note was the high balance in the County General Fund due to the first major tax collection for this fiscal year. Monthly payments included those to several trade contractors; the architect, TSK; and construction management company, CW Driver.

B. Activity Summary Report – Comparing last year’s January Activity Report when Library hours were first reduced, there were actually more library cards issued. Although there have been fewer programs offered, attendance has increased, as well as public computer usage and website visits.

4. OLD BUSINESS

A. GRANT & CONSTRUCTION UPDATES

The Director Emeritus announced that the Library has received the final payment of the State Library grant for the Library expansion project. The exterior framing of the Library addition began on January 30. Landscape modification have begun, the water line has been connected, and the new driveway is in progress. The three-foot wall along the alley was completed and the transformer box for electrical installed. Three days were lost due to rain after the top of the building was covered. Mr. Dickinson showed a variety of photos showing the progress of the construction. Board member Mitchell observed that one cutout along the top of the building seemed to be missing. After some discussion, the Director said she would follow-up on the matter.

B. LIBRARY ORGANIZATIONAL EXPANSION PLAN TIMELINE UPDATE

i. Approval of Updated Job Descriptions

The Director wants to begin recruitment for the FT Library Associate (internal) and the Outreach Librarian I. Job descriptions were created and/or updated to begin the process.

MOTION: (Martinez-Aguilar, Mitchell) to approve the updated job descriptions. (3-0-2)

ii. Approval of Updated 2026 Salary Scale

Due to the Library's expansion, more staff to be hired and some shifting of job titles, the Director asked that a revised salary scale be approved to align with those changes.

MOTION: (Martinez-Aguilar, Mitchell) to approve the updated salary scale for the rest of 2026, effective March 1, 2026. (3-0-2)

C. LIBRARY LOGO UPDATE

The new Library logo has been chosen, an image which honors the original Carnegie building and is similar to the new South Entrance of the addition. The design is simple and will transfer easily to many applications.

5. NEW BUSINESS

A. RESOLUTION TO TRANSFER FUNDS TO ACO

Having received sufficient General Fund revenue so far this fiscal year, the Director requested that \$650,000 be moved into the ACO account to cover our annual debt payments.

MOTION: (Mitchell, Aguilar-Martinez) to approve Resolution No. 108 to move \$650,000 from the Beaumont Library District California CLASS General Fund subaccount to the Beaumont Library District California CLASS Accumulated Capital Outlay Fund subaccount. (3-0-2)

B. NSDAR GEOCACHE TRAIL PLAQUE

The local chapter of the Daughters of the American Revolution has asked to install a small geocache plaque at the Library as part of the historical trail they are planning for the 250th anniversary of the Declaration of Independence. Board member Carr expressed interest in the Library being included. The Director sent her the link to the DAR project site.

B. 2026 ELECTION OF WESTERN REGION REPRESENTATION FOR LAFCO

The Board postponed discussion of candidates for LAFCO representative until Board President is present at the next meeting of the Board of Trustees. Votes are not due until April 23.

ADDED STARTERS AND COMMUNICATIONS

Ms. Van Valkenburg reminded everyone that the next Library Board meeting will be Tuesday, March 24, as the Citizen of the Year dinner takes place on Thursday, March 26. She also asked them to save the date of April 24 when the Staff Appreciation breakfast will be held at the Library Annex.

Mr. Dickinson announced that the "Every Story Counts" survey will be featured in the Library's April newsletter.

TRUSTEE COMMENTS AND REQUESTS

Board member Aguilar-Martinez regretted not being able to take the Board's scheduled tour of the Library construction site in February but was invited to join the staff on their tour taking place on March 4.

PUBLIC COMMENTS

None

ADJOURNMENT - at 7:20 p.m.

APPROVED:

DATE:

DIRECTOR'S REPORT

MARCH 2026

Updates

Construction & Operations Update

The library was forced to close early on Friday, February 27 after a fiber cut along AT&T's internet line through CENIC hampered most library services. While the library typically remains open during an internet outage, this incident coincided with a major demolition occurring near patron areas resulting in intolerable levels of noise. On March 4, eleven staff members toured the construction site and were excited to see the work in progress.

Internal Projects

The internal recruitment for a Library Associate I (FT) was posted on March 2 and closed on March 20. A brief update will be provided at the meeting. Interviews will be conducted by a panel of three, with one panelist being the Circulation Supervisor at Rancho Mirage Library and Observatory.

The new library logo was selected and a rebranding timeline will be reviewed at this month's meeting.

EmPOWERing Access grant award notifications were delayed due to a tremendous response from library applicants. More updates to follow.

Community Engagement

On March 19, the Director attended the B.E.S.T Gala with Supervisor Xystian Gutierrez as the keynote speaker. On March 26, several members of the Library Board, Director Emeritus and the Director attended the Beaumont Chamber of Commerce's Citizen of the Year Award dinner honoring local veteran and fellow Rotarian, Marty Mangan.

The library Outreach was busy this month with Read Across America week, BUSD's Literacy Fair, Anna Haus career day, and Noble Creek's Spring Fling. Next month, the library is hosting a special Spring Break activity, The Arty Loon Show, a fun-filled family program featuring puppetry, juggling, magic, and comedy at the Chatigny Community Center.

Meetings & Activities

March 2 - 6

-Director Emeritus vacation

March 2

-Meeting with Yamada Enterprises (shelving)

March 3

-Economic Development Strategic Plan Committee

-Pass area library tours (Calimesa & Yucaipa)

March 4

-Beaumont Chamber of Commerce Breakfast

-Construction site tour for staff

-OAC meeting with CW Driver

March 5

-Beaumont-Cherry Valley Rotary meeting

March 9-19

-Director vacation

March 19

-B.E.S.T. Foundation Gala

March 23

-Budget meeting

March 25

-OAC meeting with CW Driver

March 26

-Citizen of the Year Award Dinner

Staff Updates

-Library Associate I, Chad McIntyre was hired full-time elsewhere and his last day was February 28.

-Youth Services Librarian, Indira Perez celebrated her two year anniversary with the District and was promoted to Librarian II on March 7 .

Beaumont Library District General Ledger Summary

February 2026

Account	Balance
1000 Cash in County Treasury	
1000.01 Cash in County Treasury - GF	876,453.19
1000.02 Cash in County Treasury - ACO	108,865.14
1000.03 Cash in County Treasury - Endow	54,613.23
Total for 1000 Cash in County Treasury	1,039,931.56
1010 Wells Fargo Checking	55,472.96
1020 CLASS Investment	
1020.1 CLASS - CSL-BF Grant	1,149,527.34
1020.3 CLASS - GF	1,478,004.81
1020.4 CLASS ACO	1,888,452.87
Total for 1020 CLASS Investment	4,515,985.02
1030 US Bank	
1030.01 US Bank - COP Lease Payment 2000	227,608.83
1030.02 US Bank - COP Reserve Fund 2001	675,609.97
1030.03 US Bank - COP Project Fund 2002	7,645,290.69
Total for 1030 US Bank	8,548,509.49
Accounts Total	14,159,899.03

Wells Fargo Monthly Activity Report

Beaumont Library District

February 1-28, 2026

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT	BALANCE
1010 Wells Fargo Checking						
		Beginning Balance				590,922.65
1010 Wells Fargo Checking	02/06/2026	Bill Payment (Check)	6452	Raphael Animas	-3,320.00	587,602.65
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6453	Book Page	-792.00	586,810.65
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6454	ATAC Exterminators Inc	-79.00	586,731.65
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6455	TASC	-114.26	586,617.39
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6456	Eide Bailly LLP	-8,635.90	577,981.49
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6457	Penworthy Company LLC	-334.25	577,647.24
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6458	Streamline	-560.00	577,087.24
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6459	Luren Dickinson	-68.15	577,019.09
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6460	Western Center Community Foundation	-600.00	576,419.09
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6461	County of Riverside	-68.68	576,350.41
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6462	Midwest Tape	-1,446.29	574,904.12
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6463	Demco	-1,093.57	573,810.55
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6464	Amazon Capital Services	-165.28	573,645.27
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6465	Overdrive	-155.00	573,490.27
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)	6466	Office Depot	-608.64	572,881.63
1010 Wells Fargo Checking	02/12/2026	Bill Payment (Check)	6467	Tom Lara	-200.00	572,681.63
1010 Wells Fargo Checking	02/19/2026	Bill Payment (Check)	6468	EDD	-1,891.83	570,789.80
1010 Wells Fargo Checking	02/19/2026	Bill Payment (Check)	6469	Scholastic	-282.84	570,506.96
1010 Wells Fargo Checking	02/19/2026	Bill Payment (Check)	6470	Playaway Products LLC	-65.72	570,441.24
1010 Wells Fargo Checking	02/19/2026	Bill Payment (Check)	6471	Office Depot	-371.61	570,069.63
1010 Wells Fargo Checking	02/19/2026	Bill Payment (Check)	6472	SDRMA	-1,116.49	568,953.14
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6473	So. Cal West Coast Electric	-91,168.18	477,784.96
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6474	ADEP Precision Contracting	-29,250.50	448,534.46
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6475	MDB General Engineering	-52,879.09	395,655.37
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6476	ADEP Precision Contracting	-17,598.75	378,056.62
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6477	So. Cal West Coast Electric	-37,802.15	340,254.47
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6478	So. Cal West Coast Electric	-41,833.97	298,420.50
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6479	JPI Development Group Inc.	-198,901.50	99,519.00
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6480	Golden Glass Inc	-2,660.00	96,859.00
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6481	Inland Building Construction Companies	-1,860.10	94,998.90
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6482	So. Cal West Coast Electric	-50,178.14	44,820.76
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6483	BEST Contracting Services Inc	-40,592.55	4,228.21

Wells Fargo Monthly Activity Report

Beaumont Library District

February 1-28, 2026

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT	BALANCE
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6484	Infinity Structures Inc.	-391,685.00	-387,456.79
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)	6485	United Contracting LLC	-67,135.07	-454,591.86
1010 Wells Fargo Checking	02/26/2026	Bill Payment (Check)	6486	Amazon Capital Services	-31.78	-454,623.64
1010 Wells Fargo Checking	02/26/2026	Bill Payment (Check)	6487	Discount School Supply	-326.51	-454,950.15
1010 Wells Fargo Checking	02/26/2026	Bill Payment (Check)	6488	New Reader's Press	-235.00	-455,185.15
1010 Wells Fargo Checking	02/28/2026	Journal Entry	CLASS 26.02.28		170,188.47	-284,996.68
1010 Wells Fargo Checking	02/28/2026	Journal Entry	CLASS 26.02.28		41,963.80	-243,032.88
1010 Wells Fargo Checking	02/02/2026	Bill Payment (Check)	Debit	Best Quality Movers LLC	-5,710.00	-248,742.88
1010 Wells Fargo Checking	02/04/2026	Journal Entry	PPE 26.02.04		-2,466.08	-251,208.96
1010 Wells Fargo Checking	02/04/2026	Journal Entry	PPE 26.02.04		-4,773.72	-255,982.68
1010 Wells Fargo Checking	02/04/2026	Journal Entry	PPE 26.02.04		-3,158.99	-259,141.67
1010 Wells Fargo Checking	02/18/2026	Journal Entry	PPE 26.02.18		-2,392.69	-261,534.36
1010 Wells Fargo Checking	02/18/2026	Journal Entry	PPE 26.02.18		-4,738.07	-266,272.43
1010 Wells Fargo Checking	02/18/2026	Journal Entry	PPE 26.02.18		-3,159.00	-269,431.43
1010 Wells Fargo Checking	02/17/2026	Deposit		City of Beaumont	9,276.05	-260,155.38
1010 Wells Fargo Checking	02/02/2026	Deposit		Wells Fargo	10.00	-260,145.38
1010 Wells Fargo Checking	02/02/2026	Deposit		Wells Fargo	11.40	-260,133.98
1010 Wells Fargo Checking	02/03/2026	Deposit		Wells Fargo	12.50	-260,121.48
1010 Wells Fargo Checking	02/06/2026	Deposit		Nayax	21.91	-260,099.57
1010 Wells Fargo Checking	02/06/2026	Deposit		Wells Fargo	20.00	-260,079.57
1010 Wells Fargo Checking	02/17/2026	Deposit		Nayax	19.74	-260,059.83
1010 Wells Fargo Checking	02/20/2026	Deposit		Nayax	16.60	-260,043.23
1010 Wells Fargo Checking	02/25/2026	Deposit		Wells Fargo	44.00	-259,999.23
1010 Wells Fargo Checking	02/27/2026	Deposit		Wells Fargo	26.15	-259,973.08
1010 Wells Fargo Checking	02/27/2026	Deposit		Wells Fargo	6.37	-259,966.71
1010 Wells Fargo Checking	02/17/2026	Check		Wells Fargo Business Card	-38.62	-260,005.33
1010 Wells Fargo Checking	02/17/2026	Check		Wells Fargo Business Card	-2,327.46	-262,332.79
1010 Wells Fargo Checking	02/18/2026	Deposit			393,474.42	131,141.63
1010 Wells Fargo Checking	02/04/2026	Check		TASC	-960.00	130,181.63
1010 Wells Fargo Checking	02/04/2026	Check		CALPERS	-11,138.42	119,043.21
1010 Wells Fargo Checking	02/06/2026	Check		Frontier	-370.66	118,672.55
1010 Wells Fargo Checking	02/06/2026	Expense		Sangoma	-360.98	118,311.57
1010 Wells Fargo Checking	02/10/2026	Check		City of Beaumont	-98.24	118,213.33

Wells Fargo Monthly Activity Report

Beaumont Library District

February 1-28, 2026

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT	BALANCE
1010 Wells Fargo Checking	02/11/2026	Check		Wells Fargo	-36.32	118,177.01
1010 Wells Fargo Checking	02/17/2026	Check		Verizon	-413.84	117,763.17
1010 Wells Fargo Checking	02/17/2026	Check		Waste Management	-238.37	117,524.80
1010 Wells Fargo Checking	02/17/2026	Check		Edison	-1,304.67	116,220.13
1010 Wells Fargo Checking	02/23/2026	Check		Quickbooks	-115.00	116,105.13
1010 Wells Fargo Checking	02/24/2026	Check		So Cal Gas	-338.85	115,766.28
1010 Wells Fargo Checking	02/03/2026	Bill Payment (Check)		U.S. Bank	-191,675.00	-75,908.72
1010 Wells Fargo Checking	02/10/2026	Bill Payment (Check)		ISN Global Enterprises, Inc	-3,275.37	-79,184.09
1010 Wells Fargo Checking	02/17/2026	Bill Payment (Check)		Indira Perez	-104.98	-79,289.07
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)		Universal Engineering Services	-18,552.50	-97,841.57
1010 Wells Fargo Checking	02/23/2026	Bill Payment (Check)		C.W.Driver LLC	-109,700.56	-207,542.13
1010 Wells Fargo Checking	02/24/2026	Bill Payment (Check)		ISN Global Enterprises, Inc	-3,731.86	-211,273.99
1010 Wells Fargo Checking	02/24/2026	Bill Payment (Check)		TSK Architects	-16,190.81	-227,464.80
1010 Wells Fargo Checking	02/26/2026	Bill Payment (Check)		Shimshon David	-1,700.00	-229,164.80
1010 Wells Fargo Checking	02/26/2026	Bill Payment (Check)		Ingram Library Services	-7,037.24	-236,202.04
1010 Wells Fargo Checking	02/12/2026	Transfer			500,000.00	263,797.96
1010 Wells Fargo Checking	02/25/2026	Transfer			500,000.00	763,797.96
1010 Wells Fargo Checking	02/25/2026	Transfer			300,000.00	1,063,797.96
1010 Wells Fargo Checking	02/04/2026	Transfer			191,675.00	1,255,472.96
1010 Wells Fargo Checking	02/13/2026	Transfer			-500,000.00	755,472.96
1010 Wells Fargo Checking	02/23/2026	Transfer			100,000.00	855,472.96
1010 Wells Fargo Checking	02/27/2026	Transfer			-300,000.00	555,472.96
1010 Wells Fargo Checking	02/27/2026	Transfer			-500,000.00	55,472.96
Total for 1010 Wells Fargo Checking					-	\$535,449.69
1010.1 Wells Fargo Savings (deleted)						
Beginning Balance						0.00
Total for 1010.1 Wells Fargo Savings (deleted)						
Total for 1010 Wells Fargo Checking with sub-accounts					-	\$535,449.69

Beaumont Library District Activity Report February 2026

	Month	YTD	Prior Yr. Mo.	Prior YTD		Month	YTD	Prior Yr. Mo.	Prior YTD
Circulation Activity					Registration Activity				
Library Checkouts	4810	46063	5064	56781	New Registrations	123	1306	111	1455
Bookmobile Checkouts	428	2373	307	1961	Updated Registrations	411	3220	176	2980
Items Renewed	5231	45541	5369	50156	Deleted Registrations	0	34	2	360
Circulation Totals	10469	93977	10740	108898	Total Registrations	534	4560	289	4795
Hold Activity					Collection Growth				
Library Holds Added	524	4300	428	4745	Titles Added	447	3432	322	3922
Bookmobile Holds Added	0	15	2	42	Titles Deleted	1584	4978	52	5001
Holds Checked Out	498	3913	368	4266	Titles Change	-1137	-1546	270	-1079
Holds Totals	1022	8228	798	9053	Items Added	504	3921	353	4574
Overdue Notices					Items Deleted	1666	5485	116	5539
Courtesy Notices	10236	92397	11067	101636	Items Change	-1162	-1564	237	-965
First Notices	260	4117	355	4394	Program & Activities				
Final Notices	223	2525	181	2700	Children 0-5 Programs	35	161	21	230
Total Notices	10719	99039	11603	108730	Attendance	833	3989	373	6392
Fees Paid & Waived					Children 6-11 Programs	1	12	1	24
Fees Paid	\$166.50	\$1,399.70	\$72.50	\$2,844.00	Attendance	9	133	6	328
Fees Waived	\$1,992.50	\$15,180.00	\$1,487.50	\$14,269.30	Young Adult Programs	1	11	1	15
Fees Balance	-\$1,826.00	-\$13,780.30	-\$1,415.00	-\$11,425.30	Attendance	3	85	5	190
E-Material Usage					Adult/Literacy Programs	8	85	7	70
Hoopla	496	3553	222	1471	Attendance	41	324	11	203
Overdrive	881	7097	763	5913	All Ages Programs	0	26	0	50
Palace E-books	10	40	5	63	Attendance	0	1972	0	4847
eMagazines	18	146	25	174	Outreach Programs	37	194	28	156
Database Usage					Attendance	842	5901	386	3673
Ancestry	14	557	24	618	Total Programs	82	489	58	545
GreenFILE	1	4	0	2	Total Attendance	1728	12404	781	15633
A to Z Databases	11	26	4	71	Public Computer Use	282	2462	224	3406
Novelist	15	268	7	209	Reference Interaction	926	8155	1049	13128
ProQuest K-12	6	10	0	2	Website Visits	4704	30208	2227	18151
					Library Visits	4351	39408	4229	62265

Project: CMMP Beaumont Library

Subject: Bid Phase Time line

Project Description: Remove modified bitumen roofing on the 1965 building and replace roofing with PVC roofing, add acoustic panel wrap on two (2) columns in children’s collection area, and add full height tile in public and staff restrooms.

Item	New Date	Day	Status	Responsibility	Notes
Bidding Preparation					
Issue Bid Docs / Scopes to Owner for review	3/12/2026	Thursday	Closed	CWD	
Owner approve Bid documents	3/12/2026	Thursday	Closed	Owner	
Bidding Period					
Prepare copy of Advertisement and proof	3/6/2026	Friday	Closed	CWD	CWD team to review.
Bid Period Start (14 calander days prior to bid opening)	3/12/2026	Thursday	Closed	CWD	Upload to Building Connected
Advertising Date No 1 (Newspaper 14 calendar days prior to bid opening)	3/11/2026	Wednesday	Closed	CWD	Christina to post advertisement
Advertising Date No 2 (Trade Journal 15 calendar days prior to bid opening)	3/11/2026	Wednesday	Closed	CWD	Christina to post advertisement
Sub Prebid Agenda and check list and sign in	3/16/2026	Monday	Closed	CWD	Vince to update template
Sub Prebid Walkthrough #1 - Not Mandatory	3/18/2026	Wednesday	Closed	CWD	10:00 am Job site
Last day for questions from Bidders	3/19/2026	Thursday	Open	CWD	COB
Final Addendum Response for Internal review	3/20/2026	Friday	Open	CWD	COB
FINAL Addendum to Bidders	3/23/2026	Monday	Open	CWD	COB
Receive Bids / Bid Opening	3/27/2026	Friday	Open	CWD	2:00 pm Library office UNO
Post Bid Activities					
Protest Period Ends (5 days after Public Bid)	4/1/2026	Wednesday	Open	CWD	
CWD Complete Review of Bids	3/30/2026	Monday	Open	CWD	
CWD Complete GMP and/or recommendation for award and submit to owner	3/31/2026	Tuesday	Open	CWD	
Owner approval on GMP or award recommendations	4/2/2026	Thursday	Open	Owner	
CWD issues contracts to trades	4/2/2026	Thursday	Open	CWD	
NTP (Construction Start)	4/2/2026	Thursday	Open	CWD	
Trades Returns Contract/Executables 10 days	4/13/2026	Monday	Open	CWD/Trade	
District Execution of Contract	4/14/2026	Tuesday	Open	CWD	



BEAUMONT LIBRARY DISTRICT

MEMORANDUM

TO: Beaumont Library District Board of Trustees
FROM: Kelly Van Valkenburg
DATE: March 24, 2026
SUBJECT: Wall Mural Wrap Bids

Background and Analysis:

The Beaumont Library District contracted with Steven Brown Video & Design to design two wall murals to be installed in the new library building. As per his contract, Steven sought several bids for fabrication and installation of the wall murals. All bids reflect the cost of prevailing wages.

Fiscal Impact:

	Precision Sign & Graphics	CRA Custom	Supercolor	AVI Wraps (local)
Entry ramp	\$6,423	\$3,530	\$3,530	\$5800 (for both)
Children's area	\$3,802.50	\$1,800	\$1,900	*included in above
Labor, survey, tax, etc.	\$505.92	\$7,415.68	\$7,415.68	\$6,809.50
Total	\$10,731.42	\$12,745.68	\$11,711.24 (excl. tax & delivery)	\$12,609.50
Turnaround time	15-20 Business days	Not specified	Not specified	Not specified

Recommendations:

If the Board's priority is cost, the recommended vendor is Precision Sign & Graphics based on their all-inclusive quote with the lowest bid and proximity (Jurupa) to the library. However, the Library has a long-standing relationship with AVI Wraps and if the Board's priority is to utilize local businesses, then AVI is the preferred vendor.

Respectfully,

Kelly Van Valkenburg
Director



Rebranding Steps and Timeline

1 – Identify the need for a rebrand

Goal: Refresh our brand to align with our newly expanded and renovated building and new service offerings.

Status: Completed

2 – Explore your brand’s story and vision

Goal: Update our visual identity and Brand Story, Establish new brand colors, logos, fonts, and graphics

Deliverables: Chosen logo, new brand fonts and colors, updated Brand Story, create tagline (?)

Status: in progress

Target Due Date: April 15 – still need brand story and tagline if we want one

3 – Create Brand Guidelines

Goal: Document everything so staff can consistently apply it.

- Write brand standards guide including:
 - Logo usage rules
 - Color codes
 - Typography
 - Voice & tone
 - Templates
 - Email signatures
 - Accessibility considerations

- Create templates:
 - PowerPoint
 - Letterhead
 - Social media posts
 - Newsletter
 - Event Flyers

Deliverables:

Brand Guidelines Document

Status: In progress

Target due date: May 15

4 – Prelaunch- Preparation

Goal: Prepare everything that must change at launch

- Update website homepage & key pages
- Update signage (exterior, interior, directional)
- Update name badges
- Replace branded forms, handouts, brochures
- Update social media branding
- Order new business cards
- Replace email signatures
- Update digital templates

Deliverables:

All updated brand assets ready for release

Status: In progress

Target Due Date: May 15

5 – Internal Launch

Goal: Make sure staff understand and support the new brand.

- Hold all staff reveal meeting
- Present new brand story + strategy
- Train staff on using new templates
- Provide brand kits
(cheat sheet, fonts, logos, quick start guide)

Deliverables:

Internal adoption, training resources

Status: In progress

Target Due Date: June 15

6 — Public Launch

Goal: Introduce the community to the new brand in a coordinated way.

- Launch event (virtual or in person)
- Public announcement on website + social
- Press release
- Update Google Business, Yelp, directories
- Switch all public materials at once
- Kick off a marketing campaign:
 - “Meet Our New Look”
 - Posters in buildings
 - Newsletter features
 - Community outreach
 - Swag giveaways

Deliverables:

Brand rollout!

Status: In progress

Target Due Date: when we reopen the Library in Phase I (July/August)

7 — Postlaunch- Evaluation

Goal: Gather feedback and make improvements.

- Collect public feedback
- Survey staff & community
- Review analytics (web, social)
- Fix any issues (confusion, accessibility, signage mismatches)
- Continue refining templates
- Plan long-term brand stewardship

Deliverables:

Evaluation report + ongoing brand maintenance plan

Status: In progress

Target due date: October 1



Beaumont Library District - Additional Workstations

Beaumont Library District

125 E. Eighth Street Beaumont,
CA 92223

Kelly Van Valkenburg

kelly.vanvalkenburg@mybld.org
(951) 845-3222

Reference: 20260302-134613048

Quote created: March 2, 2026

Quote expires: April 1, 2026

Quote created by: Joe Bartucca

Senior Vice President

jbartucca@isnglobal.com

+19096700601

Comments from Joe Bartucca

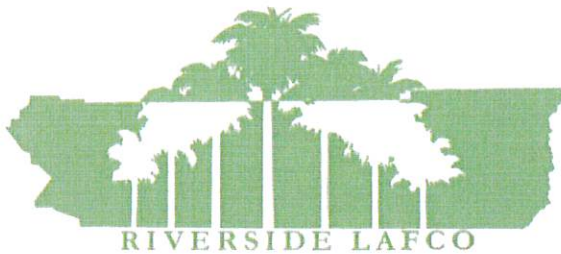
Scope of Work:

Provide and setup additional workstations detailed below.

Products & Services

Item & Description	Quantity	Unit Price	Total
High Range Desktop Desktop brand/model may vary but will be close in specification to: Intel 7 Ultra Ryzen 7 Pro equivalent 32GB Ram 512GB-1TB of Storage	3	\$1,400.00	\$4,200.00
			+\$409.50 Claremont - Los Angeles County

Item & Description	Quantity	Unit Price	Total
Lenovo laptop 16GB RAM 512 SSD	2	\$1,500.00	\$3,000.00
			+\$292.50 Claremont - Los Angeles County
ThinkVision E24-30 23.8 inch Monitor	10	\$149.99	\$1,499.90
Overview:			+\$146.24 Claremont - Los Angeles County
23.8" FHD 3-side borderless IPS display provides enjoyable visual experience.			
TUV Rheinland Certified Low Blue Light technology protects your eyes without color distortion.			
Vivid and smooth image quality through 99% sRGB, 100Hz refresh rate and 1300:1 CR.			
Ergonomic design with LTPS stand, providing your best working environment.			
Extensive connectivity with VGA, HDMI and DP.			
Green-friendly with recycled material, following the latest guidelines for sustainability.			
Key Details:			
3-side NearEdgeless FHD IPS panel with natural low blue light technology			
LTPS (Lift, Tilt, Pivot, Swivel) Tiny-supported stand			
2 x 2W built-in speaker			
Lenovo Webcam	2	\$59.00	\$118.00
			+\$11.51 Claremont - Los Angeles County
Field Services Technician	1	\$1,120.00	\$1,120.00
Includes setup & configuration.			
Trip Charge - 30 Mile Radius	1	\$65.00	\$65.00
		One-time subtotal	\$10,002.90
		Tax (9.75%)	\$859.75
		Total	\$10,862.65



February 9, 2026

via electronic mail

**2026 SPECIAL DISTRICT SELECTION COMMITTEE (SDSC) BALLOT INSTRUCTIONS
FOR SPECIAL DISTRICT MEMBER OF THE RIVERSIDE LOCAL AGENCY
FORMATION COMMISSION**

To Special District Selection Committee Members:

Please read these instructions carefully before completing your ballot. As previously announced, a physical meeting of the Special District Selection Committee (SDSC) is not feasible at this time, therefore, the selection proceedings are being conducted by electronic mail or regular USPS mail. A nomination period for the position in the title above was opened December 2, 2025, and closed at 5:00 p.m. on February 2, 2026.

Enclosed you will find your ballot.

LAFCO Regular Special District Member – Western Riverside County: A total of 7 nominations were received for this position.

All members of the SDSC may cast a ballot for a regular member.

Pursuant to procedures adopted by the Selection Committee in 2016, the election for the LAFCO regular position will be conducted using Instant Runoff Voting (IRV). IRV eliminates the requirement for the expensive and lengthy process of sending out a second runoff ballot to achieve a majority. An example demonstrating how IRV works is attached.

Please fill out your ballot by ranking each nominee in the order of preference, using “1” for your first choice, “2” for your second choice and so on. Please note ranking more than one candidate will not work against your first choice candidate, however, voting for only one candidate is allowed. Do not mark the same number beside more than one candidate and do not skip numbers.

General Instructions and Information:

- Completed ballots must be delivered via electronic mail to rholtzclaw@lafco.org and cc: info@lafco.org, or hand-delivered or by regular mail addressed to the LAFCO office at 6216 Brockton Avenue, Suite 111-B, Riverside CA 92506 **no later than 5:00 p.m. on April 9, 2026.**
- Only the presiding officer or another board member authorized by your board of directors to vote may cast the ballot. Board members designated by their district board to vote in place of the presiding officer must provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast. District managers or other staff members may not vote.
- The voting member must print his or her name on the ballot as well as sign and date the certification indicating he or she is authorized to vote for the district.
- We must receive a ballot with an original signature. However, if you deliver your ballot via electronic mail, you may return a scanned copy of the signed ballot by email to rholtzclaw@lafco.org and info@lafco.org.
- Failure to follow these instructions will invalidate the ballot.

Finally, these positions ensure special districts are appropriately represented on our local boards. Appointments are only valid if ballots representing a quorum, from 29 of our 55 independent special districts, are returned. Please return your ballots in a timely manner.

If you have any questions, please contact our office at (951) 369-0631.

Sincerely,



GARY THOMPSON
Executive Officer

Attachments:

2026 Special District Selection Committee – Ballot
Instant Runoff Voting Election Process (IRV)

**SPECIAL DISTRICT SELECTION COMMITTEE
Regular Special District Member of the
Local Agency Formation Commission – Western Region**

2026 BALLOT

Name of District: _____
Print District Name Here (required)

Certification of voting member:

I, _____ hereby certify that I am (check one):
Print Name Here (required)

- The presiding officer of the above-named district.
- A member of the board of the above-named district authorized by the board to vote in place of the presiding officer. [Authorization: previously transmitted attached]

Signature (required) _____
Date (required)

LAFCO Regular Special District Member – Western Region
(Term running May 4, 2026 through May 6, 2030)

Please rank the candidates in preferential order, “1” being the first preference, “2” being the second and so on.

		Circle rank for each candidate						
1	STEVE PASTOR, Lake Hemet Municipal Water District	1	2	3	4	5	6	7
2	LESLIE ALTAMIRANO, Rubidoux Community Services District	1	2	3	4	5	6	7
3	STEVE CORONA, Eastern Municipal Water District	1	2	3	4	5	6	7
4	ROBERT GRIFFITH, Mission Springs Water District	1	2	3	4	5	6	7
5	LARRY SMITH, San Gorgonio Pass Water Agency	1	2	3	4	5	6	7
6	JOHN FLORES, Beaumont-Cherry Valley Rec & Park District	1	2	3	4	5	6	7
7	DANIEL SLAWSON, Beaumont-Cherry Valley Water District	1	2	3	4	5	6	7

Listed in random drawing order conducted on 2/03/2026 at 11:00 a.m.

Completed ballots must be delivered via electronic mail to rholtzclaw@lafco.org and info@lafco.org, or by regular mail or hand delivered to the LAFCO office at 6216 Brockton Avenue, Suite 111-B, Riverside CA 92506 **no later than 5:00 p.m. on April 9, 2026.**

INSTANT RUNOFF VOTING (IRV) ELECTION PROCESS

Introduction

In 2016, the Special District Selection Committee voted to utilize instant runoff voting (IRV) for all future elections to select members to the Riverside Local Agency Formation Commission (LAFCO). IRV is a method of conducting elections with three or more candidates whereby a majority determines the winner without the need to have a second ballot/runoff proceeding. A separate runoff election could cause a delay of more than 90 days, as well as causing LAFCO additional expense.

The explanation below and example that follows illustrates how the instant runoff voting method will be used for determining the winner in a fictional election for the "Porcupine LAFCO" Special District Commissioner open seat. A process similar to the one explained below will be utilized to determine the Riverside LAFCO Special District Member.

Ballot Specifications and Directions to Voters

The ballot will allow a voter to rank candidates in order of preference. All nominated candidates are listed on the ballot. Voters will vote for candidates by indicating their first-choice candidate, their second-choice candidate, their third-choice candidate, and so on.

The voter will indicate his/her first choice by marking or circling the number "1" beside a candidate's name, the second choice by marking or circling the number "2" by that candidate's name, the third choice by marking the number "3," and so on, for as many choices as the voter wishes.

Voters are free to rank only one candidate, however, doing so does not offer any additional advantage to that candidate, as ranking additional candidates cannot help defeat a voter's first-choice candidate. Voters must not mark the same number beside more than one candidate or skip rank numbers.

Ballot Counting

The ballots cast will be tabulated and the result declared by the official responsible for conducting the election. Votes will be counted for each candidate using the following procedure:

- The first choice marked on each ballot shall be counted. If any candidate receives a majority of the first choices, that candidate shall be declared elected.
- A majority is a number of votes greater than half (50%+1) of the total number of ballots received.

- If no candidate receives a majority of first choices, the candidate who received the fewest first choices shall be eliminated and each vote cast for that candidate shall be transferred to the next-ranked candidate on that voter's ballot. If, after this transfer of votes, any candidate has a number of votes constituting a majority, that candidate shall be declared elected.
- If no candidate receives a majority of votes from the continuing ballots after a candidate has been eliminated and his/her votes have been transferred to the next-ranked candidate, the continuing candidate with the fewest votes from the continuing ballots shall be eliminated. All votes cast for that candidate shall be transferred to the next-ranked continuing candidate on each voter's ballot. This process of eliminating candidates and transferring their votes to the next-ranked continuing candidates shall be repeated until a candidate receives a majority of the votes from the continuing ballots. This candidate shall be declared elected.

Example:

Four candidates are running for the Porcupine LAFCO Special District Commissioner open seat: Paul Alto, Mort Bragg, Charlene Newberry, and Samantha Cruz. 60 ballots are cast, therefore a candidate needs a majority of 31 votes to win the election:

- Alto is ranked #1 on 10 ballots
- Bragg is ranked #1 on 25 ballots
- Newberry is ranked #1 on 5 ballots
- Cruz is ranked #1 on 20 ballots

In the first round no one receives the required majority of 31 votes. Newberry, as the candidate receiving the fewest first (#1) choice votes, is eliminated. Those 5 ballots that had Newberry ranked as their first (#1) choice are reviewed for their second (#2) choice. On those 5 ballots:

- Alto is ranked #2 on 3 of those 5 ballots
- Bragg is ranked #2 on 1 of those 5 ballots
- Cruz is ranked #2 on 1 of the 5 ballots.

These second (#2) choice votes, which are now first (#1) choice votes for the succeeding candidates, are added to the results of the first (#1) choice count in round one as follows:

- Alto has 10 plus 3 for a total of 13 votes
- Bragg has 25 plus 1 for a total of 26 votes
- Cruz has 20 plus 1 for a total of 21 votes

Thus, in the second round, no one receives the required majority of 31 votes. Alto, as the candidate receiving the fewest adjusted first (#1) choice votes in this round is eliminated. Those thirteen ballots that had Alto ranked as their adjusted first (#1) choice are reviewed

for their second (#2) choice, or (third (#3) choice, if adjusted from the previous round). On those 13 ballots:

- Bragg is ranked #2 (plus one adjusted #1 from the first round) on 8 of those 13 ballots
- Cruz is ranked #2 (plus one adjusted #1 from the first round) on 4 of the 13 ballots.

These second (#2) choice or third (#3) choice votes, are now designated as first (#1) choice votes for the succeeding candidates, and are added to the results of the adjusted first (#1) choice count from the second round as follows:

- Bragg has 26 plus 8 for a total of 34 votes
- Cruz has 21 plus 4 for a total of 25 votes
- One of the ballots did not pick a second or third choice candidate.

Bragg wins with 34 votes (the required majority was 31) and Cruz is second with 25 votes.