



BOARD OF TRUSTEES MEETING
6:30 p.m. at the Library Annex – July 30, 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. ORGANIZATIONAL REPORTS

- A. Director's Report
- B. Financial Reports
- C. Activity Report
- D. Public Services Report

7. OLD BUSINESS

- A. GRANT & CONSTRUCTION UPDATES

8. CLOSED SESSION:

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code section 54957; Title: Director

9. NEW BUSINESS

- A. DIRECTOR CONTRACT – August 1, 2026-July 31, 2027
- B. RFP - ACCOUNTING SUPPORT SERVICES
- C. LIBRARY CARD SUPPLY PURCHASE

10. ADDED STARTERS AND COMMUNICATIONS

11. TRUSTEE COMMENTS AND REQUESTS

12. PUBLIC COMMENTS – 3-minute limit

13. ADJOURNMENT

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library Annex – June 18, 2026
232 West Sixth Street, Beaumont, CA. 92223

MINUTES

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

ROLL CALL – M. Coleman, M. Garcia, S. Aguilar-Martinez, S. Mitchell, K. Van Valkenburg,
L. Dickinson
ABSENT – C. Carr
GUESTS – None

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

1. CONSENT ITEMS

Approval of Minutes of the previous meeting.

MOTION: (Aguilar-Marinez/Garcia) to approve the Minutes as presented. (4-0-1)

2. FRIENDS OF THE LIBRARY REPORT

None.

3. DIRECTOR'S REPORT

The Director reported that the move into the new addition that was scheduled to begin on July 16 may be delayed until August 4. Efforts are being made to shorten the delay period but the Library will stick to the already announced closing date of July 3 and there will be plenty of work for staff to do in preparation for the move. It was noted that the Laura May Stewart Foundation will be awarding \$3,000 to the Library toward our historical wall mural. Ms. Van Valkenburg will be accepting the grant at a ceremony on June 23.

- A. General Ledger Report – As usual, a significant amount of tax revenue was received in May. The CLASS subaccount for the Building Forward grant is down to its last dollar and will be closed soon. Construction costs were higher in May because there were payments for two months. We will use bond funds until they are exhausted for future payments.
- B. Activity Summary Report – Digital resources continue to be popular though there is concern about the cost of Hoopla, which comes with a charge for each checkout. The use of public computers is higher than during the same period last year, likely because of our recently purchased new equipment. The Director announced that a new statistical report will be in place beginning with the new fiscal year in July.

4. OLD BUSINESS

A. GRANT & CONSTRUCTION UPDATES

The Director Emeritus gave a PowerPoint presentation on progress with the building expansion. Included with the construction highlights were views of the Cherry Festival Parade, our booth at the Cherry Festival in partnership with the San Geronio Pass Historical Society, a presentation about the history of Beaumont Library District for the Solera community's History Club, and a site visit by the California Special Districts Associations representative Chris Palmer. Key accomplishments since May were the installation of a skylight above the new east entrance, curb work throughout the parking areas, a wall around the south entrance and down a ramp to the California Avenue sidewalk, the equipping of restrooms, and further work with cabinetry, ceiling tiles, etc. The big issue will be how soon exterior doors and windows can be installed. The Director said that a "sneak peek" tour of the new addition for community leaders is scheduled for August 28 at 4 p.m. There will also be a promotion to lessen the number of books that staff will need to move by encouraging patrons to check out large numbers of books with prizes to be given out for certain levels. Those who take out fifty books will gain early entry to the Grand Opening on September 1 at 8:30 a.m. instead of the 9 a.m. time for the general public.

B. 11-MONTH REVENUE REPORTS

The Director Emeritus reviewed the income numbers through the month of May. He pointed out that the 5-year graph of month-by-month tax revenue showed a slight increase in May but is below the double-digit growth experienced in some of the previous years. Nonetheless, tax income is up about 6% year over year. If our new impact fees are included, that puts the number up to about 8%.

C. FY27 BUDGET FINAL REVIEW AND RESOLUTION 109

Ms. Van Valkenburg stated that the final FY27 budget being presented was little changed from last month. The May CPI report for the Riverside Area, included in the Board packet, showed inflation over the past twelve months at 3.4%, which is in line with the 3% cost-of-living adjustment for staff built into the budget. The \$650,000 transfer from the General Fund into the Accumulated Capital Outlay Fund during FY26 is sufficient to handle the debt payments during FY27 and the \$650,000 transfer from the General Fund into the ACO fund scheduled for early 2027 will cover the debt payments during FY28.

MOTION: (Aguilar-Martinez/Mitchell) to approve Resolution 109 authorizing the Director to use funds transferred into the Accumulated Capital Outlay Fund to meet bonded indebtedness payments for FY27 and FY28. (4-0-1)

MOTION: (Mitchell/Garcia) to approve the FY27 budget as presented. (4-0-1)

CLOSED SESSION

MOTION: (Mitchell/Aguilar-Martinez) to go into closed session at 7:10. (4-0-1)

The Director and Director Emeritus left the building during this portion of the closed session.

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code section 54957; Title: Director Emeritus

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code section 54957; Title: Director

C. LABOR NEGOTIATIONS

Conference with Labor Negotiators Pursuant to Government Code Section 54957.6;

Agency Designated Representative: Margaret Coleman

Unrepresented Employee: Director

The Director and Director Emeritus returned to the building at 7:32 during this portion of the closed session. The meeting returned to open session at 7:33 with no action taken.

5. NEW BUSINESS

A. BUSINESS HUB OFFICE LEASE

The City of Beaumont is offering to lease an office space at the Pass Area Business Hub to the Library at the rate of \$1 per year. We will be providing workforce development services, including job search and resume building assistance through our Librarian by Appointment program.

MOTION: (Aguilar-Martinez/Garcia) to approve the lease with the City of Beaumont for office space at the Pass Area Business Hub at \$1 per year. (4-0-1)

ADDED STARTERS AND COMMUNICATIONS

Ms. Van Valkenburg announced that a second horseshoe had been found buried on the job site. She used some aerial photos provided by Mary Daniel for the historical mural. Her vacation plans include a trip to Mexico from July 24 to July 27.

TRUSTEE COMMENTS AND REQUESTS

Questions were asked about the financial training required by SB 827. Online training opportunities are available. It was noted that Board members are eligible to attend one day of the CSDA Conference for free in Palm Desert this August.

PUBLIC COMMENTS

None

ADJOURNMENT - at 7:53 p.m.

APPROVED:

DATE:



**BOARD OF TRUSTEES
DIRECTOR'S REPORT FOR JULY 2026**

DEPARTMENT: Administration
PREPARED BY: Kelly Van Valkenburg

MEETING DATE: July 30, 2026
LOCATION: 232 W. 6th Street, Beaumont

Library Updates:

Construction -

On July 1 and 2, the AMH (automatic materials handling) sorter machine was delivered and installed in the new building, followed by staff training. The following Monday, Pedro Espinet with TSK Architects performed a 3-hour walkthrough of the construction site alongside the Director, the structural engineer, kpff, and the Mechanical, Electrical and Plumbing (MEP) Engineer, BudLong. The architect generated a punch list of items to be corrected and/or addressed as the building nears completion.

An RFP was issued for muralist services to paint an underwater scene in the new children's restroom. While the RFP was sent to four muralists and made publicly available through the library website, only one submission was received by the closing date of July 17. On July 16 and 17, Best Quality Movers removed the shelving stored in the conex and assembled it in the new community room. They relocated the materials from the Annex back to the library and took cabinets from the library over to the Annex. Staff continue to prepare collections for the move, returning Annex items to their home locations while marking other items to be stored at Annex for Phase II construction. In essence, there is no shortage of busy work happening behind the scenes.

On July 20, ISN Global moved existing equipment and installed new equipment in the new IDF room (server room), resulting in a loss of network services during the week, and on July 23 and 24, Yamada Enterprises began shelving installation in the new children's room. Shelving and furniture installation should be completed by July 31.

As the library prepares to move-in to the new building, planning the celebration of this momentous occasion is already underway. By invitation and RSVP only, community members are invited to a Library Sneak Peek: Books & Brews (21+), sponsored by the Craft Lounge on Friday, August 28, 4pm-6pm. This will be a self-guided open house where attendees can roam the new building while sipping a cold one and munching on light hors d'oeuvres. On Tuesday, September 1, with the assistance of the Beaumont Chamber of Commerce, the library will be holding a ribbon cutting ceremony at 8am. When the ceremony completes, dignitaries and members of the public holding an "early entry" ticket will be admitted into the new building before fully opening to the public at 9am. Early Entry tickets were given to those who checked out 50 items before the library closure.

Organization –

The library's final week of open hours were hectic! The library organized a social media campaign announcing our closure and reward system for people who check out 25 and/or 50 items from the collection in an effort to "help us move". The campaign was a success, as noted on the statistical chart to be reviewed in the Activity Summary. The library saw record foot traffic as well as a record number of checkouts.

On July 8, the Director and Director Emeritus gave a presentation about the Expansion and Renovation Project as well as the many services and programs the library provides to the Community Awareness group at Four Seasons.

To curtail expenses related to accounting support and ensure competitive pricing, the library submitted an RFP seeking new Accounting Support Services. The submission period closed on July 15 and a recommendation will be made at this month's meeting.

Meetings and Activities:

June 25 – Laura May Stewart Grant Award Ceremony
at the Grange:

July 1 – Good Morning Beaumont Chamber of Commerce
Meeting with ISN Global to discuss library
infrastructure in new building.

July 2 – AMH Sorter Training W/ Corey from Tech Logic
Last day of Library business!

July 3 – Library Closed for Holiday and remain closed for
construction and move

July 6 - Punch list walk with TSK, CW Driver, kpff, and BFK

July 7 – Meeting with Steven Brown, graphic designer to discuss library signage, rebranding, and mural.

July 8 – Presentation to Community Awareness group at Four Seasons

OAC meeting with CW Driver

Rotary visit to site for Peace Pole and bike rack

July 14 - Meeting with Steven Brown, graphic designer
to discuss library signage, rebranding, and mural.

July 15 – RFP for Accounting Support Services closed

July 17 – Friends of the Library tour of bookstore and
construction site

RFP for Mural Services closed

July 20 – Meeting with Visual Edge IT regarding install of
new printer/copiers.

ISN Global installation of new server room.

July 21 - Meeting with Steven Brown

July 22 – OAC meeting with CW Driver

July 29 – OAC meeting with CW Driver



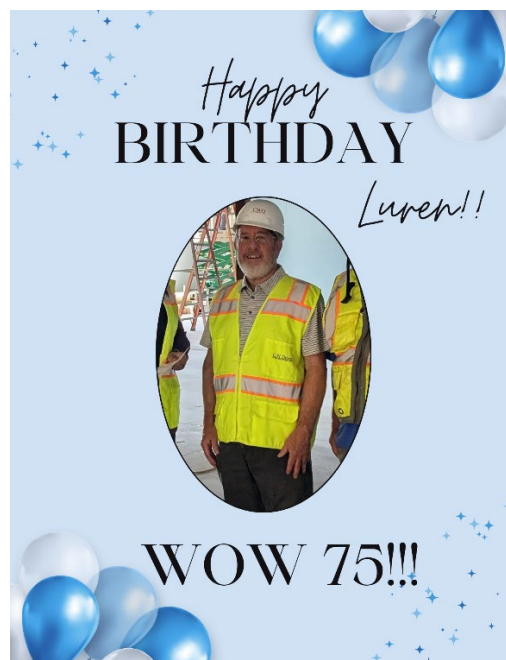
Staff Updates:

Annyah McNealy started her first day as a full-time Library Associate on July 1. On the same day, we welcomed new Librarian I in Outreach Services, Elaine Norris. Prior to her arrival, Elaine was working as a Digital Media Specialist at an elementary school in Walnut while moonlighting as a Library Assistant in Orange. Her primary responsibility focuses on the bookmobile service and upkeep as well as attending special events throughout the community. She will also take a lead role in handling the library social media accounts.

Recruitment for two new Library Pages (PT), one Library Associate I (PT), and one Librarian I (PT/On-Call) was opened on July 13 with the first application review occurring on August 3. The intention is to have new staff on board in time to attend staff training on August 20 and 21.

Key library staff are planning a two-day staff training seminar to take place in August. This is to orient staff in the new building, provide cross-training for those who will have new job functions, train on new processes and align all members with the new brand, including the importance of providing excellent customer service and consistently approaching service with a user-friendly attitude.

The Director Emeritus took a vacation June 28 through July 7 and two vacation days July 21 and 22. He also celebrated his 75th birthday on July 18! The Director took two vacation days July 9 and 10 and two vacation days July 24 and 27 for a trip to Puerto Penasco, Mexico.



**BEAUMONT
LIBRARY DISTRICT**

LIBRARY SNEAK PEEK

BOOKS & BREWS

(Ages 21+)

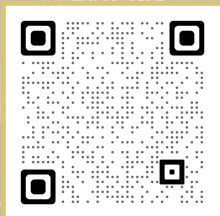
Come take a peek before we officially open!

DATE: FRIDAY, AUGUST 28, 2026

TIME: 4:00PM - 6:00PM

**LOCATION: 125 E. Eighth Street
Beaumont, CA. 92223**

**Email or scan the QR Code to RSVP:
Director@myBLD.org**



CALIFORNIA LIBRARY LOVE STORY *—by the Numbers!*

EVERY YEAR, CALIFORNIANS:



Visit public libraries over 70 million times*



Check out over 207 million books and physical items*



Attend programs and events over 5.6 million times*

PATRON EXPERIENCE:

93%

of visitors to public libraries feel welcome!**

80%

of visitors plan to come back!**

BEAUMONT LIBRARY DISTRICT

- 174,553 Checkouts
- 548 Programs and Events
- 16,245 Attendees at Programs and Events

"It is my home away from home for information and entertainment."

— Beaumont Library District Patron



**CALIFORNIA
STATE LIBRARY**

* Data from the 2021-2022 through 2024-2025 Public Libraries Survey.

** Data from January 2026 survey, with 16,000 respondents from 99 library jurisdictions.

This project is supported in whole or in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.



**BOARD OF TRUSTEES
FINANCE REPORT FOR JUNE 2026**

DEPARTMENT: Administration
PREPARED BY: Kelly Van Valkenburg

MEETING DATE: July 30, 2026
LOCATION: 232 W. 6th Street, Beaumont, CA

TITLE: Monthly Financial Report June 2026

DONATION & GRANT FUND HIGHLIGHTS

The library was awarded and received \$3000 by the Laura May Stewart Foundation to be used to partially fund the Historical Timeline mural in the new building.

The California State Library is discontinuing the Zip Books grant for FY26-27. However, this program will continue on a smaller scale, funded through the library's regular collection development budget already approved for FY26-27.

The library was notified by the California State Library (CSL) that the Literacy Grant will be funded in the amount of \$47,582 for FY26-27.

GENERAL FUND EXPENSES

The General Fund Expenses are listed on the Monthly Activity Report on the following pages. Notable expenses include the monthly payments to subcontractors as part of the Expansion and Renovation capital project. Other items of note is the annual payment to SDRMA for Property/Liability and Workers' Comp Insurance, FY26/27 for \$45,444, the annual payment to Gale/Cengage for our Large Print collection development for \$8,669, and a payment to Graber Manufacturing for \$6925 for the customized bike rack which the Rotary Club previously committed to make a contribution towards.

GENERAL LEDGER SUMMARY

Account	Balance	Balance prev. month
1000 Cash in County Treasury		
1000.01 Cash in County Treasury - GF	\$ 1,319,678	\$ 435,630
1000.02 Cash in County Treasury - ACO	\$ 112,771	\$ 112,771
1000.03 Cash in County Treasury - Endow	\$ 55,145	\$ 55,145
Total for 1000 Cash in County Treasury	\$ 1,487,594	\$ 603,546
1010 Wells Fargo Checking	\$ 239,910	\$ 144,874
1020 CLASS Investment		
1020.1 CLASS - CSL-BF Grant	\$ -	\$ 1
1020.3 CLASS - GF	\$ 1,900,026	\$ 1,894,267
1020.4 CLASS ACO	\$ 2,401,339	\$ 2,394,060
Total for 1020 CLASS Investment	\$ 4,301,365	\$ 4,288,327
1030 US Bank		
1030.01 US Bank - COP Lease Payment 2000	\$ 36,778	\$ 26,672
1030.02 US Bank - COP Reserve Fund 2001	\$ 683,238	\$ 681,279
1030.03 US Bank - COP Project Fund 2002	\$ 4,390,626	\$ 5,353,576
Total for 1030 US Bank	\$ 5,110,643	\$ 6,061,527
Accounts Total	\$ 10,923,511	\$ 11,098,274

BUILDING PROJECT HIGHLIGHTS

The monthly disbursement request to US Bank for the month of June was \$1,308,060 to cover all costs associated with the Expansion and Renovation project.

The monthly disbursement request to US Bank for the month of May covered the following payments which were paid to subcontractors and cleared during the month of June 2026:

Contractor	Description	Amount
Alliant Insurance Services	Construction Bond, extended construction period	\$35,672
City of Beaumont	Permit Fees	\$1,859
ADEP	April	\$14,060
SSW Mechanical	April	\$53,927
Infinity Structures	April	\$99,740
Floored Tile & Stone	May	\$38,375
JPI Development	May	\$1,563
Golden glass	May	\$82,641
ADEP Precision	May	\$1,425
So. Cal West Coast Electric	May	\$151,761
Mulvihill Enterprises	May	\$2,043
Universal Engineering Services	May	\$3,390
TSK Architects	June	\$16,191
CW Driver	Contract amount for June	\$109,701

Beaumont Library District

Wells Fargo Monthly Activity Report

June 2026

Distribution account	Transaction date	Transaction type	Num	Name	Amount	Balance
1010 Wells Fargo Checking						
Beginning Balance						134,651.66
1010 Wells Fargo Checking	06/02/2026	Bill Payment (Check)	6625	Alliant Insurance Services	-35,672.13	98,979.53
1010 Wells Fargo Checking	06/04/2026	Bill Payment (Check)	6626	City of Beaumont	-1,859.00	97,120.53
1010 Wells Fargo Checking	06/08/2026	Bill Payment (Check)	6627	Visual Edge IT Inc.	-4,846.73	92,273.80
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6628	Record Gazette	-494.00	91,779.80
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6629	Midwest Tape	-1,424.69	90,355.11
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6630	Amazon Capital Services	-2,222.23	88,132.88
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6631	Eide Bailly LLP	-2,220.25	85,912.63
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6632	Playaway Products LLC	-67.87	85,844.76
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6633	Tech Logic	-2,444.94	83,399.82
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6634	Streamline	-560.00	82,839.82
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6635	Overdrive	-872.04	81,967.78
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6636	Office Depot	-570.07	81,397.71
1010 Wells Fargo Checking	06/11/2026	Bill Payment (Check)	6637	Luren Dickinson	-149.35	81,248.36
1010 Wells Fargo Checking	06/15/2026	Bill Payment (Check)	6638	Xochilt Trujillo Flores	-750.00	80,498.36
1010 Wells Fargo Checking	06/15/2026	Bill Payment (Check)	6639	SDRMA	-1,116.49	79,381.87
1010 Wells Fargo Checking	06/15/2026	Bill Payment (Check)	6640	Actuarial Retirement Consulting	-2,980.00	76,401.87
1010 Wells Fargo Checking	06/15/2026	Bill Payment (Check)	6641	Playaway Products LLC	-2,744.12	73,657.75
1010 Wells Fargo Checking	06/15/2026	Bill Payment (Check)	6642	Overdrive	-519.50	73,138.25
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6643	ADEP Precision Contracting	-14,060.00	59,078.25
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6644	SSW Mechanical Construction Inc.	-53,927.70	5,150.55
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6645	Infinity Structures Inc.	-99,739.55	-94,589.00
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6646	Floored Tile & Stone	-38,375.25	-
						132,964.25

Beaumont Library District

Wells Fargo Monthly Activity Report

June 2026

Distribution account	Transaction date	Transaction type	Num	Name	Amount	Balance
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6647	JPI Development Group Inc.	-1,653.00	- 134,617.25
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6648	Golden Glass Inc	-82,640.50	- 217,257.75
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6649	ADEP Precision Contracting	-1,425.00	- 218,682.75
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6650	So. Cal West Coast Electric	-151,761.13	- 370,443.88
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6651	Mulvihill Enterprises, Inc	-2,042.50	- 372,486.38
1010 Wells Fargo Checking	06/19/2026	Bill Payment (Check)	6652	City of Beaumont	-681.71	- 373,168.09
1010 Wells Fargo Checking	06/29/2026	Bill Payment (Check)	6653	The Library Corporation	-1,104.71	- 374,272.80
1010 Wells Fargo Checking	06/29/2026	Bill Payment (Check)	6654	Reading Horizons	-2,658.37	- 376,931.17
1010 Wells Fargo Checking	06/29/2026	Bill Payment (Check)	6655	Midwest Tape	-298.88	- 377,230.05
1010 Wells Fargo Checking	06/29/2026	Bill Payment (Check)	6656	SDRMA	-45,443.65	- 422,673.70
1010 Wells Fargo Checking	06/29/2026	Bill Payment (Check)	6657	TASC	-228.52	- 422,902.22
1010 Wells Fargo Checking	06/29/2026	Bill Payment (Check)	6658	Rafhael Animas	-3,360.00	- 426,262.22
1010 Wells Fargo Checking	06/29/2026	Bill Payment (Check)	6659	Playaway Products LLC	-210.10	- 426,472.32
1010 Wells Fargo Checking	06/29/2026	Bill Payment (Check)	6660	Gale/Cengage	-8,669.45	- 435,141.77
1010 Wells Fargo Checking	06/30/2026	Bill Payment (Check)	6661	Graber Manufacturing	-6,924.53	- 442,066.30
1010 Wells Fargo Checking	06/30/2026	Bill Payment (Check)	6662	ATAC Exterminators Inc	-158.00	- 442,224.30
1010 Wells Fargo Checking	06/10/2026	Journal Entry	PPE 26.06.10		-2,495.27	- 444,719.57
1010 Wells Fargo Checking	06/10/2026	Journal Entry	PPE 26.06.10		-4,934.45	- 449,654.02
1010 Wells Fargo Checking	06/10/2026	Journal Entry	PPE 26.06.10		-3,158.99	- 452,813.01
1010 Wells Fargo Checking	06/01/2026	Deposit		Wells Fargo	10.00	- 452,803.01
1010 Wells Fargo Checking	06/03/2026	Deposit		Wells Fargo	10.00	- 452,793.01
1010 Wells Fargo Checking	06/05/2026	Deposit		Nayax	18.06	- 452,774.95
1010 Wells Fargo Checking	06/08/2026	Deposit		Quickbooks	52.90	- 452,722.05

Beaumont Library District

Wells Fargo Monthly Activity Report

June 2026

Distribution account	Transaction date	Transaction type	Num	Name	Amount	Balance
1010 Wells Fargo Checking	06/12/2026	Deposit		Nayax	15.55	-
						452,706.50
1010 Wells Fargo Checking	06/15/2026	Deposit		Wells Fargo	10.00	-
						452,696.50
1010 Wells Fargo Checking	06/18/2026	Deposit		Nayax	14.20	-
						452,682.30
1010 Wells Fargo Checking	06/22/2026	Deposit		Wells Fargo	10.00	-
						452,672.30
1010 Wells Fargo Checking	06/22/2026	Deposit		Wells Fargo	12.00	-
						452,660.30
1010 Wells Fargo Checking	06/26/2026	Deposit		Nayax	21.11	-
						452,639.19
1010 Wells Fargo Checking	06/26/2026	Deposit		Wells Fargo	15.00	-
						452,624.19
1010 Wells Fargo Checking	06/30/2026	Deposit			4,655.16	-
						447,969.03
1010 Wells Fargo Checking	06/30/2026	Deposit		Wells Fargo	3.44	-
						447,965.59
1010 Wells Fargo Checking	06/03/2026	Check		TASC	-960.00	-
						448,925.59
1010 Wells Fargo Checking	06/05/2026	Check		City of Beaumont	-98.24	-
						449,023.83
1010 Wells Fargo Checking	06/05/2026	Check		CALPERS	-11,138.42	-
						460,162.25
1010 Wells Fargo Checking	06/08/2026	Check		Frontier	-369.94	-
						460,532.19
1010 Wells Fargo Checking	06/08/2026	Expense		Sangoma	-360.70	-
						460,892.89
1010 Wells Fargo Checking	06/08/2026	Check		Verizon	-464.35	-
						461,357.24
1010 Wells Fargo Checking	06/10/2026	Check		Wells Fargo	-36.65	-
						461,393.89
1010 Wells Fargo Checking	06/15/2026	Check		Wells Fargo Business Card	-2,549.30	-
						463,943.19
1010 Wells Fargo Checking	06/15/2026	Check		Edison	-1,420.79	-
						465,363.98
1010 Wells Fargo Checking	06/16/2026	Check		Wells Fargo Business Card	-162.88	-
						465,526.86
1010 Wells Fargo Checking	06/17/2026	Check		Waste Management	-238.37	-
						465,765.23
1010 Wells Fargo Checking	06/23/2026	Check		Wex Fleet Card	-200.39	-
						465,965.62
1010 Wells Fargo Checking	06/22/2026	Check		Quickbooks	-115.00	-
						466,080.62
1010 Wells Fargo Checking	06/18/2026	Bill Payment (Check)		Estephania Ortiz Oedekerker	-192.42	-
						466,273.04

Beaumont Library District

Wells Fargo Monthly Activity Report

June 2026

Distribution account	Transaction date	Transaction type	Num	Name	Amount	Balance
1010 Wells Fargo Checking	06/18/2026	Bill Payment (Check)		Julia Schumacher	-58.73	-
						466,331.77
1010 Wells Fargo Checking	06/18/2026	Bill Payment (Check)		Kelly Van Valkenburg	-105.13	-
						466,436.90
1010 Wells Fargo Checking	06/18/2026	Bill Payment (Check)		ISN Global Enterprises, Inc	-1,008.71	-
						467,445.61
1010 Wells Fargo Checking	06/23/2026	Bill Payment (Check)		Universal Engineering Services	-3,390.00	-
						470,835.61
1010 Wells Fargo Checking	06/23/2026	Bill Payment (Check)		TSK Architects	-16,190.81	-
						487,026.42
1010 Wells Fargo Checking	06/23/2026	Bill Payment (Check)		C.W.Driver LLC	-109,700.56	-
						596,726.98
1010 Wells Fargo Checking	06/23/2026	Bill Payment (Check)		ISN Global Enterprises, Inc	-3,983.86	-
						600,710.84
1010 Wells Fargo Checking	06/25/2026	Bill Payment (Check)		Ingram Library Services	-3,401.64	-
						604,112.48
1010 Wells Fargo Checking	06/29/2026	Bill Payment (Check)		Shimshon David	-1,850.00	-
						605,962.48
1010 Wells Fargo Checking	06/17/2026	Transfer			980,523.87	374,561.39
Total for 1010 Wells Fargo Checking					\$239,909.73	
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					\$239,909.73	



**BOARD OF TRUSTEES
QUARTERLY REPORT FOR JULY 2026**

DEPARTMENT: Administration
PREPARED BY: Kelly Van Valkenburg

MEETING DATE: July 30, 2026
LOCATION: 232 W. 6th Street, Beaumont, CA

TITLE: Report of Quarterly Financial Statements for the period April 1, 2026 through June 30, 2026

FINANCIAL STATEMENTS

The following financial report includes unaudited statements for the periods April 1, 2026 through June 30, 2026. As of June 30, 2026, the District is at 100% of the FY 2025-2026 budget year. The statement reflects budget and expenses as of July but does not include the final amounts for June, as adjustments will still be made at the close of year-end. Additionally, Riverside County does not confirm revenues until sometime mid-August.

GENERAL FUND REVENUE HIGHLIGHTS

Total revenue in the General Fund is projected to be 6% higher than the approved budget amount. Property tax revenue exceeded the budget by 2%, while interest income from investment accounts exceeded the approved budget by 448%. Line item 24, 781360 – Misc. Revenue is not actual revenue but rather a place holder for various reimbursements, which explains the higher variance.

GENERAL FUND EXPENSES

Line Item #7 Regular Salary expenses came on target at 91%.

Line Item #17 Administrative expenses were 25% higher than budgeted due to ...but overall operating expenses remained at 99%

Line Item #24 Other Expenses reflect double the expense than budgeted. This is due to the way in which capital expenses are charged to the General Fund. Revenues do not account for funds transferred from the bond to pay for capital expenditures. It is expected this area will be adjusted during year-end close.

CAPITAL OUTLAY HIGHLIGHTS

All revenues from the Building Forward and ARPA grants were exhausted this Fiscal Year, as per plan.

GRANT FUND HIGHLIGHTS

At the time of this report, most grant funds as apart of the ESL, Litertacy and Family Literacy, and Lunch at the Library were expended. The Zip Books grant still had funds remaining, which have since been used and will be reflected in the year-end close.

Beaumont Library District

General Fund

Agenda Item: 6B

Budget Performance Summary (Unaudited)

July 1, 2025 - June 30, 2026

	A	B	C	D = A/B
	YTD through 6/30/26	FY 2025/26 Adopted Budget	Over (Under) Budget	YTD Target 100%
1 Revenue				
2 Property Taxes and Assessments	\$ 3,110,267	\$ 3,035,000	\$ 75,267	102%
3 Contractual and Redevelopment	16,545	110,000	(93,455)	15%
4 Fines and Fees	2,958	4,000	(1,042)	74%
5 Investment Income	223,982	50,000	173,982	448%
6 Other Income	58,798	6,000	52,798	980%
7 Total Revenue	3,412,551	3,205,000	207,551	106%
8 Expenses				
9 Salaries and Benefits				
10 Salaries	1,108,508	1,222,197	(113,689)	91%
11 Health and Life Insurance	128,731	129,000	(269)	100%
12 Payroll Taxes	86,131	99,000	(12,869)	87%
13 Retirement	238,977	272,000	(33,023)	88%
14 Total Salaries and Benefits	1,562,347	1,722,197	(159,850)	91%
15 Operating Expenses				
16 Operations	207,950	250,000	(42,050)	83%
17 Administrative	283,139	226,500	56,639	125%
18 Materials	151,101	161,500	(10,399)	94%
19 Total Operating Expenses	713,818	723,000	(9,182)	99%
20 Other Expenses				
21 Structures, Improvements and Equipment	608,758	36,000	572,758	1691%
22 Contributions to Accumulated Capital Outlay (ACO)	650,000	542,000	108,000	120%
23 Contingency	-	50,000	(50,000)	0%
24 Total Other Expenses	1,258,758	628,000	630,758	200%
25 Total Expenses	3,534,923	3,073,197	461,726	115%
26 Net Revenue / (Expenses)	\$ (122,372)	\$ 131,803	\$ (254,175)	-93%

Beaumont Library District
General Fund
Budget Performance Detail (Unaudited)
July 1, 2025 - June 30, 2026

Agenda Item: 6B

	A	B	C	D = A/B
	YTD through 6/30/26	FY 2025/26 Adopted Budget	Over (Under) Budget	YTD Target 100%
1 Revenue				
2 7000 · Property Tax Revenue				
3 7020 · Property Tax Current Secured	\$ 2,878,266	\$ 2,775,000	\$ 103,266	104%
4 7025 · Property Tax Current Unsecured	149,383	150,000	(617)	100%
5 7030 · Property Tax Prior Year Secured	-	3,000	(3,000)	0%
6 7035 · Property Tax Prior Unsecured	-	7,000	(7,000)	0%
7 7040 · Property Tax Current Suppl.	53,118	75,000	(21,882)	71%
8 7050 · Prop Tax Prior Year Suppl.	29,500	25,000	4,500	118%
9 Total 7000 · Property Tax Revenue	3,110,267	3,035,000	75,267	102%
10 715 · Contractual & Redevelopment				
11 7150 · RDV Property Tax LMIH Resdl Ast	-	100,000	(100,000)	0%
12 7160 · CA Homeowners Tax Relief	16,545	10,000	6,545	165%
13 Total 715 · Contractual & Redevelopment	16,545	110,000	(93,455)	15%
14 732120 · Library Fines and Fees	2,958	4,000	(1,042)	74%
15 7400 · Interest Income				
16 7401 · Interest Income-CLASS BF	70,267	-	70,267	N/A
17 7403 · Interest Income GF	55,629	25,000	30,629	223%
18 7404 · Interest Income CLASS ACO	70,431	-	70,431	N/A
19 740020 · Interest-Invested Funds	27,655	25,000	2,655	111%
20 Total 7400 · Interest Income	223,982	50,000	173,982	448%
21 7800 · Other Income				
22 7830 · Donations	2,146	1,000	1,146	215%
23 7220 E-Rate Grant	11,564	-	11,564	N/A
24 781360 · Other Misc. Revenue	45,089	5,000	40,089	902%
25 Total 7800 · Other Income	58,798	6,000	52,798	980%
26 Total Revenue	3,412,551	3,205,000	207,551	106%
27 Expenses				
28 5100 · Regular Salaries				
29 5100.01 · Salaries - Administration	360,282	365,000	(4,718)	99%
30 5100.02 · Salaries - Adult Services	208,216	240,000	(31,784)	87%
31 5100.04 · Salaries - Technical Mbr Svcs	203,068	240,000	(36,932)	85%
32 5100.05 · Salaries - Outreach & Youth Svc	306,173	337,197	(31,024)	91%
33 5100.06 · Salaries - Library Pages	30,770	40,000	(9,230)	77%
34 Total 5100 · Regular Salaries	1,108,508	1,222,197	(113,689)	91%

Beaumont Library District
General Fund
Budget Performance Detail (Unaudited)
July 1, 2025 - June 30, 2026

Agenda Item: 6B

	YTD through 6/30/26	FY 2025/26 Adopted Budget	Over (Under) Budget	YTD Target 100%
35 5130001 · Benefits				
36 515080 · Health Insurance - Other	139,401	149,000	(9,599)	94%
37 5150801 · Health Insurance EE Reimburse.	(22,433)	(27,000)	4,567	83%
38 Total 515080 · Health Insurance	116,968	122,000	(5,032)	96%
39 513150 · Employee Life/Dental/Vision Insurance	11,762	7,000	4,762	168%
40 513140 · Medicare Tax	16,528	19,000	(2,472)	87%
41 513120 · Social Security	69,603	80,000	(10,397)	87%
42 513020 · CalPERS - Fees	510	2,000	(1,490)	26%
43 513010 · CalPERS UAL	108,802	120,000	(11,198)	91%
44 513000 · Retirement/Misc	122,705	150,000	(27,295)	82%
45 513005 · Deferred Comp - Employer	6,960	-	6,960	N/A
46 Total 5130001 · Benefits	453,839	500,000	(46,161)	91%
47 524500 · Admin Support-Direct				
48 5245.01 · Supplies	21,027	30,000	(8,973)	70%
49 5245.02 · Bookmobile	8,000	6,000	2,000	133%
50 5245.03 · Building & Equipment Maintenance	61,713	75,000	(13,287)	82%
51 5245.04 · Public Relations	6,257	12,000	(5,743)	52%
52 5245.05 · Automation/Software	44,968	46,000	(1,032)	98%
53 5245.06 · Programs	9,700	10,000	(300)	97%
54 5245.07 · Credit Cards - Merchant fees	1,353	1,000	353	135%
55 5245.09 · IT Services	54,931	70,000	(15,069)	78%
56 Total 524500 · Admin Support-Direct	207,950	250,000	(42,050)	83%
57 524520 · Admin Support-Indirect				
58 52452.1 · Association Dues	11,155	10,000	1,155	112%
59 52452.2 · Insurance	82,203	39,000	43,203	211%
60 52452.3 · Insurance - Workers Comp.	14,371	9,000	5,371	160%
61 52452.4 · County Charges	6,126	7,500	(1,374)	82%
62 52452.5 · Staff Development / Travel	15,666	18,000	(2,334)	87%
63 52452.6 · Professional Services	37,398	60,000	(22,603)	62%
64 52452.7 · Miscellaneous Expense	45	1,000	(955)	4%
65 52452.9 · County Tax Collection Charges	30,021	2,000	28,021	1501%
66 524560 · Auditing and Accounting	81,532	80,000	1,532	102%
67 Total 524520 · Admin Support-Indirect	278,518	226,500	52,018	123%

Beaumont Library District
General Fund
Budget Performance Detail (Unaudited)
July 1, 2025 - June 30, 2026

Agenda Item: 6B

		YTD through 6/30/26	FY 2025/26 Adopted Budget	Over (Under) Budget	YTD Target 100%
68	524600 · Materials				
69	5246.01 · Materials - Periodicals	4,550	5,000	(450)	91%
70	5246.02 · Materials - Ref / Databases	10,828	12,500	(1,672)	87%
71	5246.03 · Materials - Non-Fiction	10,746	18,000	(7,254)	60%
72	5246.04 · Materials - Fiction / Replacements	11,048	21,000	(9,952)	53%
73	5246.05 · Materials - Youth	30,835	30,000	835	103%
74	5246.06 · Materials - Audio	3,112	3,000	112	104%
75	5246.07 · Materials - Video	5,038	7,000	(1,962)	72%
76	5246.08 · Materials - Bookmobile	2,322	3,000	(678)	77%
77	5246.09 · Materials - Large Print	16,927	9,000	7,927	188%
78	5246.10 · Materials - McNaughton / E-book	40,798	35,000	5,798	117%
79	5246.11 · Materials - Spanish Language	672	2,000	(1,328)	34%
80	5246.12 · Materials - Graphic Novels	8,315	10,000	(1,685)	83%
81	5246.13 · Materials - Standing Orders	5,243	5,000	243	105%
82	5246.14 · Materials- Misc. Park Pass, zip	665	1,000	(336)	66%
83	Total 524600 · Materials	151,101	161,500	(10,399)	94%
84	529540 · Utilities				
85	5295.01 · Phone / Alarms / Website	27,171	25,000	2,171	109%
86	5295.02 · Electric	20,205	40,000	(19,795)	51%
87	5295.03 · Water / Sewer / Gas	2,697	5,000	(2,303)	54%
88	5295.04 · OCLC Access	9,770	11,000	(1,230)	89%
89	5295.05 · Trash & Pest Control	3,998	4,000	(2)	100%
90	5320 E-Rate Grant Expenses - Internet	7,788	-	7,788	N/A
91	Total 529540 · Utilities	71,629	85,000	(13,371)	84%
92	Other Expenses				
93	5200 · Rental Related Expenses	4,621	-	4,621	N/A
94	5460 · Capital Outlay - Other	566,590	30,000	536,590	1889%
95	546020 · Misc Equipment	42,168	6,000	36,168	703%
96	551000 · Operating Transfers-Out	650,000	542,000	108,000	120%
97	581000 · Contingency	-	50,000	(50,000)	0%
98	Total Other Expense	1,263,379	628,000	635,379	201%
99	Total Expenses	3,534,923	3,073,197	461,726	115%
100	Net Revenue (Expenses)	\$ (122,372)	\$ 131,803	\$ (254,175)	-93%

Beaumont Library District
Capital Outlay
Budget Performance Summary (Unaudited)
July 1, 2025 - June 30, 2026

Agenda Item: _6B

	A	B	C	D = A/B
	YTD through 6/30/26	FY 2025/26 Capital Budget	Over (Under) Budget	YTD Target 100%
1 Revenue				
2 CSL Building Forward Grant	\$ 2,725,566	\$ 2,725,566	\$ -	100%
3 ARPA Grant	541,473	541,473	-	100%
4 Debt Funding	4,714,978	6,081,481	(1,366,503)	78%
5 General Fund and ACO Funding	974,156	3,119,600	(2,145,444)	31%
6 Impact Fees	86,933	75,000	11,933	116%
7 Investment Income	314,305	-	314,305	N/A
8 Donations	10,000	-	10,000	N/A
9 Total Revenue	9,367,412	12,543,120	(3,175,708)	75%
10 Expenses				
11 CSL Building Forward Grant Expenses	2,725,566	2,725,566	-	100%
12 ARPA Grant Expenses	541,473	541,473	-	100%
13 Debt Funded Expenses	4,714,978	6,081,481	(1,366,503)	78%
14 General Fund and ACO Renovation Expenses	745,795	2,540,000	(1,794,205)	29%
15 ACO Contingency	-	15,000	(15,000)	0%
16 Debt Service - Principal	250,000	250,000	-	100%
17 Debt Service - Interest	389,600	389,600	-	100%
18 Total Expenses	9,367,412	12,543,120	(3,175,708)	75%
19 Net Revenue / (Expenses)	\$ -	\$ -	\$ -	

Beaumont Library District
Grant Funds
Revenue and Expense Summary (Unaudited)
July 1, 2025 - June 30, 2026

Agenda Item: 6B

		YTD through 6/30/26
1	Grant Revenue	
2	ESL Grant	\$ 19,077
3	Literacy Grant	42,081
4	Family Literacy Grant	12,140
5	Friends of the Beaumont Library Grant	401
6	Lunch at the Library Grant	9,184
7	Zip Book Grant	7,378
8	Total Grant Revenue	90,261
9	Grant Expenses	
10	ESL Grant Expenses	19,091
11	Literacy Grant Expenses	40,748
12	Family Literacy Grant Expenses	12,188
13	Lunch at the Library Grant Expenses	9,184
14	Zip Book Grant Expenses	6,646
15	Total Grant Expenses	87,857
16	Net Grant Revenue (Expenses)	\$ 2,404

Beaumont Library District Activity Report

June 2026

	Month	YTD	Prior Yr. Mo.	Prior YTD		Month	YTD	Prior Yr. Mo.	Prior YTD
Circulation Activity					Registration Activity				
Library Checkouts	11060	74048	7625	83999	New Registrations	264	2025	225	2217
Bookmobile Checkouts	243	3592	443	3533	Updated Registrations	484	4815	1714	6122
Items Renewed	3406	66286	5653	74520	Deleted Registrations	2	331	0	549
Circulation Totals	14709	143926	13721	162052	Total Registrations	750	7171	1939	8888
Holds Activity					Collection Growth				
Library Holds Added	859	6814	524	6874	Titles Added	384	4844	389	5707
Bookmobile Holds Added	0	22	4	61	Titles Deleted	225	6748	303	5988
Holds Checked Out	699	6104	450	6234	Titles Change	159	-1904	86	-281
Holds Totals	1558	12940	978	13169	Items Added	426	5465	398	6540
Overdue Notices					Items Deleted	375	7453	312	6663
Courtesy Notices	6243	134437	1793	140556	Items Change	51	-1988	86	-123
First Notices	508	6192	479	6295	Program & Activities				
Final Notices	372	3654	269	3675	Children 0-5 Programs	0	259	0	311
Total Notices	7123	144283	2541	150526	Attendance	0	6418	0	8812
Fees Paid & Waived					Children 6-11 Programs	0	15	4	31
Fees Paid	\$210.85	\$2,161.10	\$91.85	\$3,433.45	Attendance	0	159	85	441
Fees Waived	\$1,328.40	\$21,245.80	\$2,835.00	\$23,314.30	Young Adult Programs	0	14	5	25
Fees Balance	-\$1,117.55	-\$19,084.70	-\$2,743.15	-\$19,880.85	Attendance	0	105	64	278
E-Material Usage					Adult/Literacy Programs	1	106	12	113
Hoopla	627	5704	378	2923	Attendance	5	443	54	327
Overdrive	980	10685	841	9317	All Ages Programs	9	36	12	63
Palace E-books	12	98	1	83	Attendance	1293	3344	996	5857
eMagazines	0	212	23	255	Outreach Programs	9	307	22	266
Database Usage					Attendance	1293	9772	1364	7501
Ancestry	146	918	0	853	Total Programs	19	737	55	809
GreenFILE	0	4	0	7	Total Attendance	2591	20241	2563	23216
A to Z Databases	2	32	1	120	Public Computer Use				
Novelist	15	319	15	278		398	3980	309	4802
ProQuest K-12	0	12	0	2	Reference Interaction				
						1191	12424	1287	18328
					Website Visits				
						5288	48163	3317	28416
					Library Visits				
						11265	65368	6186	84320



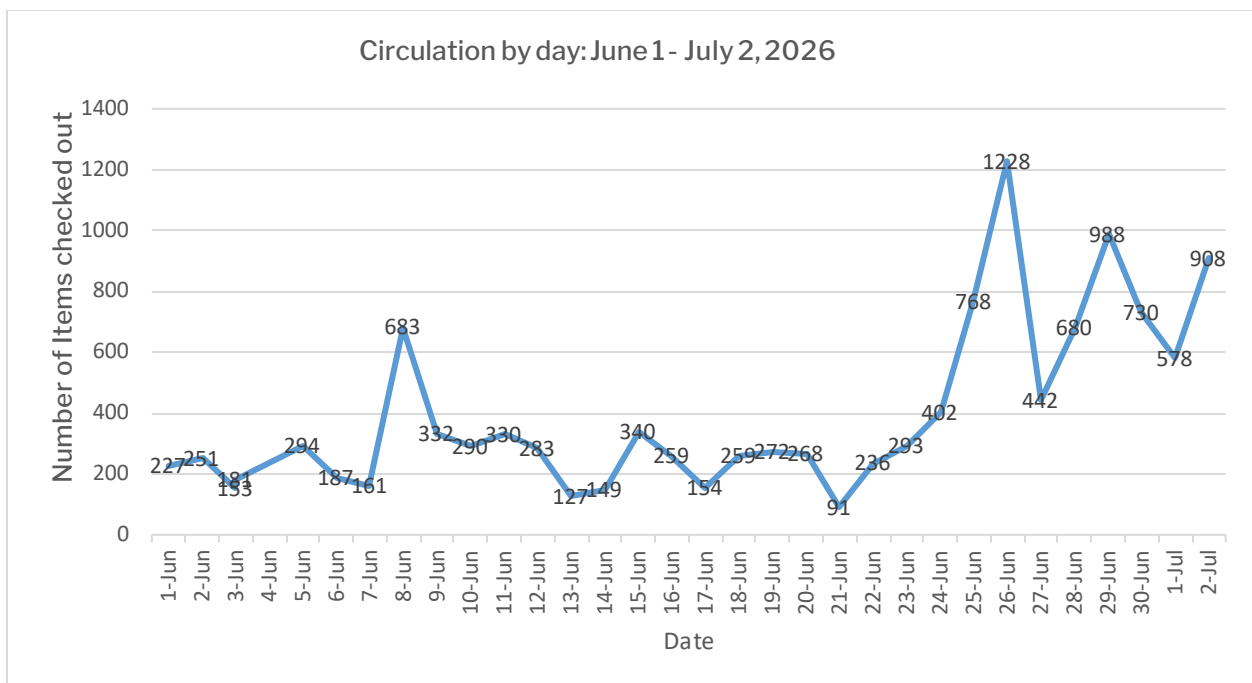
BOARD OF TRUSTEES ACTIVITY SUMMARY FOR JULY 2026

DEPARTMENT: Administration
PREPARED BY: Kelly Van Valkenburg

MEETING DATE: July 30, 2026
LOCATION: 232 W. 6th Street, Beaumont, CA

Title: Daily Circulation Report Summary – Last month of operation

The following chart shows the number of checkouts by day. During construction, the average item checkout has been hovering around 200 items per day.



June 8 – 683 items checked out. The first day of the Summer Reading Club

June 25 – 768 items checked out. First notable increase since “Help us move!” campaign advertised on 6/24.

June 26 – 1228 items checked out. This was the day after one patron and her children posted a reel showing their checking out of 50 items which reached 1577 views.

June 27 & 28 – 442 and 680 items checked out over the weekend. Lower than the previous two days but still remarkably higher than average.

July 2 – 908 items checked out on our last day before the construction closure.



**BOARD OF TRUSTEES
PUBLIC SERVICES UPDATE
JULY 2026**

DEPARTMENT: Public Services
PREPARED BY: Julia Schumacher

MEETING DATE: July 30, 2026
LOCATION: Library Annex
232 W. 6th Street, Beaumont, CA 92223

PROGRAMS:

June 2026 **Summer Reading Club** **All Ages**

The 2026 Summer Reading Club, *Raising Roofs & Readers*, has been a success despite our condensed timeframe. Once again, Beaumont Presbyterian Church generously provided space for our programs during library construction. We hosted three outstanding performers at the church, and each program was well attended. The church also provided space for the Friends of the Library to hold a children’s book sale during our first performance on June 12.

We continued our summer tradition of offering two weekly storytimes in the community throughout June. *Storytime in the Park* will continue through July 28, while *Step Outside and Read (SOAR)* will continue at The Wildlands Conservancy in Oak Glen through July 23.

A total of 256 readers, ages 0–18, completed reading logs and earned 768 prize books, along with coupons generously provided by our community partners: In-N-Out, Sonic, Raising Cane’s, and Farmer Boys.

June 12, 19, 26 **Fun Fridays** **Total attendance = 828**
Puppet Art Theatre Co. **Illusions by Allen** **Thor’s Reptile Family**



June 9, 23, 30
Mountain View Park

Storytime in the Park
Sorenstam Park

Total attendance = 259
Wildflower Park



June 11, 18, 25

Step Outside and Read (SOAR)

Total attendance = 206



LITERACY:

In June, Programming Librarian Estephania Ortiz worked on several California Library Literacy Services (CLLS) reports, including beginning the Final Report for the 2025–2026 grant year, which is due in August. She also attended training focused on the conclusion of dedicated ESL funding and strategies for continuing to support ESL learners despite this change. To maximize the remaining grant funds, Estephania purchased a new online subscription to the Reading Horizons Elevate program, expanding literacy resources available to adult learners. <https://readinghorizons.com/reading-curriculum/reading-intervention/>

Adult Literacy & ESL June 2026			
Tutor Sessions	Volunteer Hours	Enrolled Learners	Highlights
37	92	17	• 3 new tutors joined our cadre • 1 new student began Career Online High School

OUTREACH:**May & June 206**

The Outreach team received tremendous support while participating in Block 1 of Beaumont Nights this spring. Staff members Annyah, Devon, Michelle, and Tamara joined Bronwyn and Hailey to help with these popular and fast-paced community events. Their teamwork ensured a welcoming and engaging presence throughout the four-week series.

The Friends of the Library joined us for three of the four evenings, offering visitors the opportunity to spin a prize wheel and win giveaways. At the library tables, community members enjoyed a variety of crafts, activities, and promotional giveaways. Over the four nights, approximately **950 people** visited our site, providing valuable opportunities to connect with residents and promote library services and programs.

Beaumont Nights 2026

Bookmobile and table visits = 950



Community Presentations and Outreach

Library staff continued to engage with the community through a variety of presentations and outreach activities during May and June. Programming Librarians Jennifer Perez and Estephania Ortiz presented to parents at Beaumont Avenue Head Start in both English and Spanish, sharing information on the five early literacy practices and six essential pre-reading skills that help prepare children for reading success. This presentation was first delivered at Early Head Start in April.

Jennifer also represented the library at the Arts and Nature Festival hosted by The Wildlands Conservancy in Oak Glen, where she provided a storytime and craft activity for attending families.

In addition, Luren and Kelly presented to the Four Seasons Homeowners Association, providing updates on the library expansion and renovation project. Luren also delivered a presentation to the Yucaipa Valley Genealogical Society, highlighting library resources and services available to the community.

May & June 2026		
Beaumont Ave. Head Start Parent Education Event	Jennifer and Estephania	May 14th
Arts & Nature Festival at The Wildlands Conservancy at Oak Glen	Jennifer	May 16th
Presentation to Four Seasons HOA on library expansion/renovation and library services	Luren and Kelly	June 10th
Genealogical presentation for the Yucaipa Valley Genealogical Society	Luren	June 13th

Bookmobile

The bookmobile was on the road for approximately eight hours during June, providing convenient access to library materials and services throughout the community. Hailey staffed the bookmobile at all three Summer Reading Club Fun Fridays held outside Beaumont Presbyterian Church, offering circulation services and engaging with participants attending the events.

In addition, the bookmobile supported weekly outreach efforts by being open and available to patrons before and after *Storytime in the Park* each Tuesday. These visits provided additional opportunities for community members to browse materials, check out items, and connect with library staff while participating in summer programs.

Bookmobile June 2026			
Stops	Service Hours	Circulation	Visits
6	8	243	283

DIRECTOR EMPLOYMENT CONTRACT

This Employment Contract is made and entered into this 30th day of July 2026 in Beaumont, CA, by and between the Board of Trustees of Beaumont Library District (hereinafter “Board”) and Kelly Van Valkenburg (hereinafter “Director” or “Van Valkenburg”), pursuant to and in accordance with a resolution adopted by the Board of Trustees at a public meeting held on July 30, 2026. The Board and Van Valkenburg agree as follows:

1. TERM

The Board hereby employs Van Valkenburg as Director of Beaumont Library District for a 12-month term, on a full-time, 40-hours-per-week basis commencing on the 1st day of August 2026 through the 31st day of July 2027.

2. DUTIES

Employee agrees to devote her full-time skill, labor, energy, attention to her position as Director and to faithfully perform her duties as Director in accordance with law, with the job description for the position, and with other policies, rules, regulations and directives of the Board, in accordance with the highest standards of professionalism in the library industry, for the term of the Employment Contract. Director hereby agrees to abide by, enforce, and maintain the Board’s policies, rules, and regulations.

During the term of this contract, Director will report to the Board and will be responsible for day-to-day operations including, but not limited to, the planning and execution of business strategies, personnel management, purchasing, marketing, process and procedure development and improvement, financial activities including fund raising which may be appropriate to continue and strengthen the library’s operations.

3. COMPENSATION

- A. The Board, in consideration of the services to be rendered by Van Valkenburg, hereby agrees to pay her a salary of \$81.64 per hour or \$6531 bi-weekly, paid in 26 pay periods, at an annual rate of \$169,811 during the period from August 1, 2026 – July 31, 2027.
- B. The Board may increase, but shall not decrease, this salary during the term of this Employment Contract. Any adjustments shall be made in closed session during a regular scheduled meeting of the Board of Trustees, with a record of action being subsequently attached to this contract as an automatic amendment thereto. Finally, the Board will provide Ms. Van Valkenburg with benefits allotted to a full-time Director employed by Beaumont Library District in accordance with its Personnel Policy Manual, as it may be amended from time to time.

4. BENEFITS

Unless otherwise provided in this Contract, Director shall receive all benefits provided by the District to other management employees, to the extent permitted by applicable law and as may be amended from time to time.

- A. Vacation. Director shall accrue vacation leave at the rate of two hundred (200) hours per calendar year. All other aspects governing the use and potential cash out of vacation leave shall be governed by the District's rules and procedures as applied to other full-time employees.
- B. Sick Leave. Director shall accrue sick leave at the rate of one and one-half (1 ½) days per calendar month. All other aspects governing the use sick leave shall be governed by the District's rules and procedures as applied to other full-time employees

- C. Administrative Leave. The District shall provide Director with a bank of eighty (80) hours of Administrative Leave that the Director may use upon her discretion, upon providing advance notice to the President of the Library Board of Trustees, in recognition of the fact that employee will often be required to otherwise perform work outside of the District's regular operation hours. Any unused Administrative leave at the end of the contract shall be lost.
- D. Technology. Expenditure for technical equipment necessary to carry out of Director's duties and assignments under this contract (such as laptop and/or cell phone) will be provided upon the pre-approval of the Board. Purchase of any other equipment shall be made in compliance with the Beaumont Library District Policy Manual.
- E. Professional Development. The District will pay for Van Valkenburg's membership dues for state and national professional associations and one local service club of Van Valkenburg's choice. Other allowable expenses will include attendance at the annual ALA conference, biennial PLA conferences, and annual state library conferences, which will be paid for by the library.

5. RETIREMENT

- A. District agrees to maintain Director's enrollment in the California Public Employee Retirement System as a classic member, under the same terms as other employees of the District.
- B. District shall make a discretionary contribution in Director's name to its Section 457 plan in an amount equal to 5% of the Director's base salary. This contribution shall be provided over the course of the Director's fiscal year on a monthly basis in increments of one twelfth (1/12th) of the overall amount until the full amount has been contributed.

6. RE-EMPLOYMENT

This Employment Contract shall not be renewed unless it has been extended by mutual written agreement or replaced by a successor agreement. The Board shall give Van Valkenburg at least sixty (60) days' written notice of its intent to continue her employment as Director beyond the terms of the contract.

7. RESIGNATION

Van Valkenburg affirms her intention to fulfill her obligations under the contract for its entire term. However, if for good reason Van Valkenburg desires to resign during the term of the Contract, she shall notify the Board in writing sixty (60) days in advance of the effective date of the resignation, unless the Board agrees to accept a shorter notice period. The Board shall cease to pay Van Valkenburg salary and benefits from and after the effective date of the resignation.

8. TERMINATION

- A. For Cause. The Board may terminate Van Valkenburg's employment upon written notice during the term of her contract for cause, including, but not limited to, fraud, theft, misconduct, moral turpitude, failure to perform her duties, poor performance, inability or other failure to return to work upon expiration of leave of absence or other good and sufficient cause. The written notice from the Board shall set forth the date of termination and the reason(s) for the termination. Van Valkenburg shall then be permitted the opportunity to respond to the charges either in writing or in person before the Board (as Van Valkenburg so chooses), prior to the date of termination. In the event the Board invokes the termination provision, it shall continue to pay salary and to provide health, dental, and life insurance coverage to Van Valkenburg for a period of sixty (60) days from the date of termination set forth in the notice. These payments shall be deemed liquidated damages and full compensation for any economic losses suffered by Van Valkenburg because of breach of the Contract.

- B. Without Cause. The Board also may terminate Van Valkenburg's employment during the term of her contract without cause, with a majority vote of the full membership of the Library Board of Trustees as then constituted. If this occurs, Van Valkenburg shall be entitled to thirty (30) days advanced written notice, and the payment of salary and benefits up to the date of termination set forth in the notice, plus the continued payment of salary and benefits for an additional six (6) months as severance pay. Any such severance pay shall be subject to payroll, income and employment tax withholdings.
- C. Incapacitation. If the Board determines that Van Valkenburg is incapacitated in such a manner that she is unable to perform the duties of her office, to the extent permitted by law, the Board may appoint a person to discharge these duties in her place during the period of incapacity. Van Valkenburg shall be entitled to such leave as is provided by the contract and by law. The Board may require Van Valkenburg to take physical, psychological and/or psychiatric examinations at its expense, if necessary, to determine her fitness to perform her duties as permitted by law.

9. PERFORMANCE EVALUATION

The Board shall conduct an annual assessment of Van Valkenburg's performance by July 31, 2026, should her active employment continue beyond that date.

10. HOURS OF WORK

It is recognized that the Director must devote a great deal of time outside the normal office hours on business for the District, and to that end, the Director shall be allowed to establish an appropriate work schedule, subject to the direction of the Board of Trustees. Notwithstanding the above, it is understood that the Director will be generally available during normal District operating hours, unless she is on an approved leave of absence.

11. IDEMNIFICATION

District shall defend, hold harmless and indemnify Director against any tort, professional liability claim, or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Director's duties or resulting from the exercise of judgment or discretion in connection with the performance of Director's duties or responsibilities, as required by law.

12. GENERAL

This contract shall be subject to and construed according to the laws of the State of California. Any item or section hereof declared invalid or unenforceable by a court of competent jurisdiction shall be severed and the remaining terms continued in full force and effect. There shall be no modification of the contract except that in writing and signed by the parties upon proper Resolution of the Board. The contract contains the entire agreement between the parties and any purported agreement not herein contained, expressly, or by implication, shall not be recognized.

Board officers and members shall not have personal liability to Van Valkenburg for any matter relating to Director's employment. For and in consideration of the salary and fringe benefits herein provided, Van Valkenburg represents that all information supplied to the Board by her in connection with her employment is accurate to the best of her knowledge and that she has made no misrepresentation to the Board in connection with obtaining and continuing employment.

In witness hereof, the parties have affixed their signatures, according to law, on this 30th day of July 2026.

**BOARD OF TRUSTEES OF
BEAUMONT LIBRARY DISTRICT**

By: _____
Margaret Coleman, President

-and-

By: _____
Kelly Van Valkenburg, Director



BOARD OF TRUSTEES
RFP – Accounting Support Services

DEPARTMENT: Administration
PREPARED BY: Kelly Van Valkenburg

MEETING DATE: July 30, 2026
LOCATION: 232 W. 6th St. Beaumont, CA

Title: Request for Proposal – Accounting Support Services

Background:

The Beaumont Library District currently contracts with Eide Bailly to provide Accounting Support Services to the Business Manager. These services include performing a monthly review of general ledger transactions, preparation of monthly bank reconciliations, quarterly unaudited financial statements, annual audit schedules, annual 1099s, and best practices in connection with accounting advisory services. While the work performed by Eide Bailly has been sufficient and thorough, the rates have continued to increase. Additionally, the firm has seen turnover with both the lead and supporting accountants assigned to the library having left the company.

Analysis:

In order to maintain competitive pricing, an RFP was issued and six proposals were received. The RFP was posted on June 3. All questions from potential firms were due by July 1 and the submission period closed on July 15. The Director and Business Manager reviewed and compared all submissions. Of the six potential vendors, one came in marginally less than the other firms. Furthermore, the lowest bidder is the District's previous accountant, meaning she has the most familiarity with the accounts, processes, and pitfalls, thus having the greatest breadth of knowledge and experience. Finally, the least expensive contractor has an established rapport working with the current Business Manager.

Fiscal Impact:

Last Fiscal year, the District paid a total of \$66,085 to Eide Bailly for Accounting Support Services. By moving to a new vendor, the District may be able to reduce the yearly expense by nearly \$30,000.

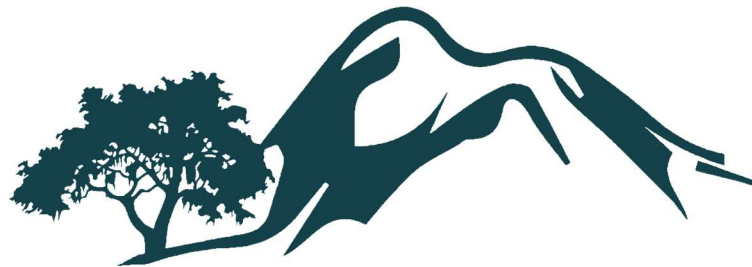
Recommendations:

It is recommended that the Board approve a contract with Everline Services, LLC to provide Accounting Support Services on a fixed-fee basis of no more than \$3000 per month, to commence on August 1, 2026. The proposal is attached for reference.

Accounting Support Services Proposal

7/9/2026

Prepared for Beaumont Library District



BEAUMONT LIBRARY DISTRICT

Prepared by Kristine Even, Everline Services, LLC
Lake Forest, CA

*Everline - continuous connection, intelligent, powerful,
strength, courage, determination, nurturing,
caring, harmony, visionary, and altruistic*

July 9, 2026

Beaumont Library District

Attention: Director

125 E. 8th Street

Beaumont, CA 92223

RE: RFP Submittal for: ACCOUNTING SUPPORT SERVICES

Dear Director:

I am pleased to submit this proposal to provide comprehensive accounting support services tailored to the District's operational and financial goals. I understand that dependable financial management is essential to your success, and I believe my thorough understanding of your unique needs will allow me to assist you in reaching and managing those goals. I am dedicated to delivering services that enhance efficiency, strengthen compliance, and empower informed decision-making.

My extensive accounting knowledge and experience is supported by my Bachelor of Arts degree in Accounting, my successful completion of the Certified Public Accounting examination, and nearly thirty years of progressive experience in Government and Nonprofit accounting. Since moving to California in 2016, I have performed and enhanced the accounting processes and protocols in my positions with the Coast Community College District, City of Lake Forest, JMB Solutions, and Eide Bailly, LLP. Most recently, and over the period of almost five years at Eide Bailly, LLP, I provided excellent customer service, guidance, and financial reporting to over twenty California Special Districts.

I am deeply committed to supporting public agencies, and that commitment has allowed me to build meaningful, long-standing relationships with clients. I strive to become a true extension of each team, offering dependable support and a partnership-oriented approach. I take pride in being accessible whenever my clients need me – including evenings and weekends. I am thoughtful and fair in my billing practices, as I find genuine purpose in helping agencies advance their missions.

I acknowledge and accept all terms and conditions in the Request for Proposal (RFP). I appreciate the opportunity to offer my services for your consideration, and I look forward to hearing from you.

Sincerely,

Kristine Even

Kristine Even

Everline Services, LLC

319-939-1566 . kacctlc@gmail.com

QUALIFICATIONS OF CONTRACTOR AND PERSONNEL

Contractor: Kristine Even

- Bachelor of Arts Degree in Accounting, University of Northern Iowa
- Certified Public Accountant, non-practicing (Iowa)
- Government and Nonprofit Accounting experience of nearly 30 years: University of Northern Iowa (17.5 yrs), Eide Bailly, LLP (4.8 yrs), and Other Governments (7+ yrs)
- Successful work assignments with more than twenty California special district agencies
- Understanding and application of GAAP and fund accounting
- Continuing education to stay current with GASB compliance
- Develop budgets – workbooks for projections, forecasts, and financial reports
- Prepare financial statements, variance analysis, and presentations for staff and Board
- Organized, efficient, and dependable – I plan accordingly and work through challenges to ensure there are no interruptions in workflow and all deadlines are met; I have historically demonstrated this in all employment/positions.
- Professional, transparent, and effective communication

Government Agencies and Nonprofit Experience

- University of Northern Iowa, University of Northern Iowa Foundation, University of Northern Iowa Alumni Association, University of Northern Iowa Research Foundation, and the University of Northern Iowa Properties Corporation – served as Vice President of Financial Services, overseeing and performing all aspects of government and nonprofit accounting
- Coast Community College District – performed various aspects of governmental accounting for three community colleges through the District office
- City of Lake Forest – performed Accounting Manager responsibilities included month-end and year-end financial management and reporting
- JMB Solutions – performed accounting advisory services for South Coast Water District
- Eide Bailly, LLP – performed accounting services for multiple special districts

Organization and Approach

- **Organization** – As an independent contractor, I personally perform all required accounting support services. I leverage a professional network of colleagues within government finance to exchange ideas and validate approaches when specialized input is beneficial. I employ multiple strategies and tools to ensure accuracy and collaborate closely with District staff to maintain separation of duties and strong internal controls. Prior clients have valued my “teaching” approach, which emphasizes understanding, transparency, and shared ownership of financial processes.
- **Project Understanding** - I have a comprehensive understanding of the District’s requirements for Accounting Support Services as outlined in the Scope of Work. In my previous role, I successfully performed these responsibilities for the District and more than twenty other government clients, with a focus on the unique needs of California special

districts. My thorough understanding of government accounting, generally accepted accounting principles (GAAP), and governmental accounting standards board (GASB) compliance enables me to guide agencies toward financially sound decisions, clean audit outcomes, and clear, accessible reporting for governing Boards and the community.

- **General Approach** - My approach to providing accounting support services is rooted in accuracy, consistency, and open communication. I begin by developing a clear understanding of each client's operations, financial workflows, and accounting and reporting needs. From there, I implement organized systems for recording transactions, maintaining records, and performing routine reconciliations. I design processes that integrate seamlessly into the District's daily operations without adding unnecessary complexity and I facilitate mentorship and training for internal staff as appropriate to minimize District costs. My goal is to deliver reliable financial information that supports informed decision-making, ensures compliance, and helps clients confidently interpret their financial position and plan for the future.
- **Communication Plan** - I prioritize timely, clear, and professional communication at all stages of the engagement. Clients have consistently noted my open and respectful communication style with both internal and external stakeholders. I recognize that every individual involved in the process plays an essential role in advancing the District's mission, and I collaborate with team members at all levels to provide guidance explaining financial information clearly and delivering regular updates for shared understanding.

CLIENTS

Previous Clients – through former employer (Past 4+ Years – July 2021 – May 2026)

- Altadena Library District
 - 600 E. Mariposa Street, Altadena CA 91001
 - Nicole Winslow, Library Director 626-798-0833
 - Managed, reviewed, and performed bank and account reconciliations, financial reporting, budget development, budget to actual reporting, variance analysis, year-end audit preparation, external reporting, and advisory services.
 - Developed and enhanced policy and procedure manual
 - Presented various reports and budgets to governing Board and committees.
- Banning Library District
 - 21 W Nicolet Street, Banning CA 92220
 - Kevin Lee, Library Director, 951-849-3192
 - Managed, reviewed, and performed bank and account reconciliations, financial reporting, budget development, budget to actual reporting, variance analysis, year-end audit preparation, external reporting, and advisory services.
- Beaumont Library District
 - 125 E. Eighth Street, Beaumont, CA 92223
 - Kelly Van Valeknburg, Library Director 951-845-1357
 - Managed, reviewed, and performed bank and account reconciliations, financial reporting, budget development, budget to actual reporting, variance analysis, year-end audit preparation, external reporting, and advisory services.

- Collaborated closely with administrative staff, converting the District from cash to accrual accounting and taught staff governmental accounting processes and procedures.
- Chino Basin Water Conservation District
 - 4595 San Bernardino Street, Montclair, CA 91763
 - Elizabeth Willis, General Manager 909-626-2711
 - Managed, reviewed, and performed bank and account reconciliations, financial reporting, budget development, budget to actual reporting, variance analysis, year-end audit preparation, external reporting, and advisory services.
 - Participated in governing Board and committee meetings
 - Assisted with retail nursery accounting setup and procedural manual.
- Chino Basin Watermaster
 - 9641 San Bernardino Road, Rancho Cucamonga, CA 91730
 - Anna Nelson, Director of Administration 909-484-3888
 - Provided guidance in implementation of GASB pronouncements including workbook setup, calculations, and journal entry preparation, reviewed payroll, and related tax documents, and assisted with miscellaneous reconciliations.
 - Prepared procedural documentation and taught staff various processes.
- Coachella Valley Resource Conservation District
 - 81077 Indio Boulevard Suite A, Indio, CA 92201
 - Yvonne Franco, District Manager 442-458-7626
 - Managed, reviewed, and performed bank and account reconciliations, financial reporting, budget development, budget to actual reporting, variance analysis, year-end audit preparation, external reporting, and advisory services.
- Coachella Valley Public Cemetery District
 - 82925 52nd Ave, Coachella, CA 92236
 - Joshua Bonner, General Manager 760-398-3221
 - Managed and reviewed bank and account reconciliations, prepared financial reports, and oversaw and assisted with preparation of Annual Comprehensive Financial Report.
- Joshua Basin Water District
 - 61750 Chollita Road, Joshua Tree, CA 92252
 - Anne Roman, Director of Finance 760-366-8438
 - Reviewed bank and account reconciliations. Prepared and reviewed calculations, schedules, and entries for GASB pronouncement compliance.
- Los Angeles LAFCO
 - 80 S Lake Ave #870, Pasadena, CA 91101
 - Adriana Romo, Deputy Executive Officer 626-204-6500
 - Managed year-end audit preparation. Prepared and reviewed various calculations, schedules, and variance analysis, and provided advisory services.
- Orange County LAFCO
 - 2677 N. Main Street Suite 1050, Santa Ana, CA 92705

- Luis Tapia, Executive Officer 714-640-5100
- Managed, reviewed, and performed bank and account reconciliations, financial reporting, budget development, budget to actual reporting, variance analysis, year-end audit preparation, external reporting, and advisory services.
- Pico Water District
 - 4843 Church Street, Pico Rivera, CA 90660
 - Joe Basulto, General Manager 562-692-3756
 - Managed, reviewed, and performed bank and account reconciliations, financial reporting, budget development, budget to actual reporting, variance analysis, year-end audit preparation, external reporting, and advisory services.
- Santa Ynez Community Services District
 - 1070 Faraday Street, Santa Ynez, CA 93460
 - Loch Dreizler, General Manager 805-688-3008
 - Managed and reviewed bank and account reconciliations. Prepared financial reports, assisted with budget development, budget to actual reporting, variance analysis, year-end audit preparation, external reporting, and advisory services.
- South Bayside Waste Management Authority
 - 1245 San Carlos Avenue Apt E., San Carlos, CA 94070
 - John Mangini, Senior Finance Manager 650-802-3500
 - Provided enhancements to accounting processes and procedures to improve internal controls and financial reporting. Performed year-end audit preparation, developed schedules to implement GASB pronouncements, and provided advisory services.
- South Coast Water District
 - 31592 West Street, Laguna Beach, CA 92651
 - Jenny Pan, Accounting Manager 714-357-2450
 - Served as interim finance director overseeing department staff and work assignments.
 - Assisted with organization and preparation of year-end audit, Annual Comprehensive Financial Report, and Financial Transactions Report. Developed and prepared schedules to implement GASB pronouncements and provided advisory services.

BUDGET, RETAINER, AND/OR RATES

Services	Annual Hours
Policies and Procedures Review and Enhancement	20
District Accounting Ongoing Review	12
Monthly Payroll and CalPERS Reporting and Review	12
Business Manager Support Services – Bi-weekly, Monthly, and As Needed – Journal Entries, Reconciliations, Close, and Miscellaneous	24
Monthly Balance Sheet Schedules, Quarterly Financial Reports, and Budget to Actual Variance Analysis	48

Grant Accounting and Reporting, as Needed	4	
Year-End Closing, Audit Preparation, Audit Report Review	46	
Annual Budget	24	
Meeting Attendance	2	
1099 Preparation and Filing	8	
Business Manager and Director - Miscellaneous Support Services	10	
Business Manager Mentoring, Training, and Support	40	
Total Estimated Hours and Not-to-Exceed Fee	250	\$42,500
Total Discounted Fixed-Fee	210	\$35,700

The District may select an hourly billing structure or a fixed monthly fee for the Accounting Support Services outlined in the Scope of Work. Out of Scope work will be billed \$170 per hour.

1. Hourly Billing Option: If the District prefers to be billed as work is performed, services will be invoiced at an hourly rate of **\$170 per hour**. Based on an estimated **250 hours**, the **Not-to-Exceed amount is \$42,500**. The District will be billed solely for actual hours worked on a monthly basis.

2. Fixed Monthly Fee Option: If the District prefers a predictable monthly cost, the fixed fee is **\$2,975 per month**, for an annual total of **\$35,700**.

During the first year, it is anticipated that a one-time review and enhancement of the financial policies will require 20 hours of work. It is also anticipated that during the first year, the Business Manager will require **40+ hours of mentoring and training** to support the transition into expanded responsibilities. **All mentoring and training are included at no additional cost under the fixed-fee option.**

The fixed fee is fully inclusive of all services described in the Scope of Work, as well as mileage and incidental expenses. **No additional fees will be billed.**

OUTLINE: TIMELINE AND DELIVERABLES

Schedule and Budget Management – My commitment to timely delivery and budget adherence is supported by disciplined project management and structured planning. Each engagement begins with a clearly defined scope, timeline, and cost framework. I maintain open communication through the engagement and address potential issues early to keep work on schedule and within budget. I intentionally limit the number of clients I serve to ensure responsiveness, flexibility, and consistent attention to each District's needs.

Outline

- Introduction and Assessment – Meet with Director and Business Manager to confirm District goals, discuss responsibilities, and establish/confirm work timeline

- Monthly – Review payroll and general ledger activity; discuss transactions and activity with Business Manager; Review grant and building renovation activity
- Quarterly – Review general ledger activity, prepare balance sheet schedules, prepare financial statements - including budget to actual report and variance analysis, discuss activity and reports with Director, as appropriate
- Annually – Work with Business Manager to prepare year-end entries and audit schedules; discuss activity and audit plan with external auditors, respond to auditor inquiries, review draft audit report and financial transaction reports; Prepare and submit vendor 1099s
- Ongoing – Assist Business Manager with inquiries and mentor/teach Business Manager various governmental accounting concepts and schedule/report preparation. Review Business Manager work, as need.
- Ongoing – Proactively communicate with Director and Business Manager as appropriate; Provide timely support services, as needed

Timeline

- August
 - Initial Meeting with Director and Business Manager
 - Audit Preparation Meeting with Director and Business Manager
 - FY26 and FY27 Payroll and General Ledger Review
 - FY26 Audit Preparation
- September
 - FY26 Audit Preparation
 - FY27 Payroll and General Ledger Review
- October
 - Trial Balance and Audit Schedule Delivery to External Auditors
 - Auditor Inquires – Responses and Discussions
 - Business Manager Teaching and Training
 - FY27 Payroll and General Ledger Review
 - Quarterly Year-to-date Schedules and Financial Statement Preparation for Delivery by October 29 Board Meeting
- November
 - Draft Audit Report Review to Secure Final Report Delivery and Presentation for November 19 Board Meeting
 - FY27 Payroll and General Ledger Review
- December
 - FY27 Payroll and General Ledger Review
- January
 - FY27 Payroll and General Ledger Review
 - Business Manager Teaching and Training
 - Quarterly Year-to-date Schedules and Financial Statement Preparation for Delivery by January Board Meeting
 - 1099 Preparation and Submission
 - Financial Transactions Report Review

- February
 - FY27 Payroll and General Ledger Review
 - Business Manager Teaching and Training
- March
 - FY27 Payroll and General Ledger Review
 - FY 27 Budget Preparation
 - Business Manager Teaching and Training
- April
 - FY27 Payroll and General Ledger Review
 - Business Manager Teaching and Training
 - Quarterly Year-to-date Schedules and Financial Statement Preparation for Delivery by April Board Meeting
 - FY 27 Budget Preparation
- May
 - FY27 Payroll and General Ledger Review
 - Business Manager Teaching and Training
- June
 - FY27 Payroll and General Ledger Review
 - Business Manager Teaching and Training
- July
 - FY27 Payroll and General Ledger Review
 - Quarterly Year-to Date Schedules and Financial Statement Preparation for Delivery by August Board Meeting

Available August 1, 2026 - I am accepting a limited number of clients to ensure delivery of exceptional service

EXISTING AND POTENTIAL CONFLICTS OF INTEREST

I do not currently serve or anticipate serving any clients in Riverside County and I do not anticipate any conflicts of interest.

DISCLOSURE OF LITIGATION

I do not have or anticipate any civil or criminal litigation or indictment regarding myself, my business, or any affiliates. I will notify the District if any litigation ever arises.

ADDITIONAL INFORMATION

Firm Information

- Everline Services, LLC – established May 2026
- Sole Member is Kristine Even
- 2246 Arroyo Viejo Court, Lake Forest, CA 92610,
- 319-939-1566; kacctllc@gmail.com



**BOARD OF TRUSTEES
Purchase Approval**

DEPARTMENT: Administration
PREPARED BY: Kelly Van Valkenburg

MEETING DATE: July 30, 2026
LOCATION: 232 W. 6th St. Beaumont, CA

Title: Approval for Purchase of Library Cards

Background:

As part of the rebranding and grand re-opening of the District, the Beaumont Library worked with the graphic designer to create a new library card design. The old library card design was created in the 1992 and the last order was placed for the centennial celebration in 2011. With a new design and a new building, a large demand for the new card is anticipated. The quote is attached for reference.

Fiscal Impact:

The quote from TLC is for a quantity of 20,000, giving the library the most discounted price point available through the vendor. The purchase is built into the FY26-27 library supplies budget line item.

Recommendations:

It is recommended that the Board approve the purchase of new library cards from TLC in an amount not to exceed \$11,500.

Research Park
Inwood WV 25428-9732
United States

Quote

#QUO14001503

07/09/2026

Federal Id Number: 52-1043428

Bill To
Beaumont Library District
125 E 8th St
Beaumont CA 92223
United States

Ship To
Beaumont Library District
125 E 8th St
Beaumont CA 92223
United States

Customer Number	Expires	Sales Rep	Shipping Method	Terms
911152	10/07/2026	Phillip Green		Net 30

Quantity	Item	Rate	Amount	Annual Costs
20,000	50-013 Library Patron Cards With Barcodes	\$0.55	\$11,000.00	
1	50-013 Library Patron Cards With Barcodes: Setup fee	\$150.00	\$150.00	

Subtotal	\$11,150.00
Shipping Cost	
Tax (%)	\$0.00
Total Cost Year 1	\$11,150.00
Annual Cost	\$0.00

Date Approved:

Quote Approved By: