

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library – December 19, 2024
125 East Eighth St., Beaumont, CA

MINUTES

CALL TO ORDER – President Coleman called the meeting to order at 6:32pm

ROLL CALL – M. Coleman, B. Mahoney, C. Carr, M. Lillard-Geiser, S. Aguilar-Martinez, K. Van Valkenburg
ABSENT – L. Dickinson (excused)
GUESTS – S. Macias

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

1. CONSENT ITEMS

Approval of Minutes of the previous meeting.

MOTION: (Mahoney/Carr) to approve the Minutes as amended. (5-0-0)

2. DIRECTOR'S REPORT

The Assistant Director reviewed the Director's Report and noted that December is typically a slow month but that the Library has been very busy with the expansion and renovation project. Additionally, the Director and Assistant Director held an orientation meeting with the newest Library Board member, Susan Aguilar-Martinez. In addition to the listed activities and meetings, the Assistant Director noted that the bookmobile participated in the City's Holiday Lights Parade on Saturday, December 14.

General Ledger Report – The Assistant Director provided an updated General Ledger report that included checks paid in November, but were mistakenly input on October 31 and thus did not appear on the original copy included in the packet. Noted expenses included the October payment to C.W. Driver, AVI Wraps Inc. for a ceramic coating on the bookmobile, and a deposit paid to Best Quality Movers for their services scheduled in February.

Activity Summary Report – There was an increase in circulation, e-material usage, card registrations, and library visits compared to November 2023. However, the Assistant

Director expects a decrease in these numbers over the next several months due to limited hours and offsite programming as a result of the expansion and renovation project.

Changes in Status of District Employees – There were no changes in personnel during the month.

3. OLD BUSINESS

A. ANNUAL AUDIT REPORT

Stacy Macias, CPA from Nigro & Nigro, presented the annual audit report for FY24. The firm issued an unmodified opinion and with the assistance of Eide Bailly, the Library is operating in accordance with the generally accepted principles of accounting.

B. BUILDING PROJECT UPDATES

Assistant Director Van Valkenburg provided an update on the project timeline, completed activities, and upcoming tasks. Most of the historical and archival materials, as well as historical furniture, have been moved to climate-controlled storage. The most visible change was the removal of two oak trees, two mulberry trees, and the palm tree. The demolition of the rental property is pending a temporary water permit but is expected to occur during the week of December 23. Workspaces were moved to the Library annex and two staff members will begin working there January 2. As part of unloading excess equipment, the Sprinter van has been listed for sale and received an offer from the Banning Library District.

MOTION: (Carr/Coleman) to approve the sale of the Dodge Sprinter van to Banning Library District for \$21,000. (5-0-0)

The Assistant Director met with Steven Brown, local graphic designer to discuss a bid for services to rebrand the Library as well as provide wayfinding and graphics for the new building. It is expected that these bids will be reviewed and a graphic designer will be selected at the next Board meeting. C. Carr expressed an interest in having the designer create several rebranding options for the Board to review and approve in the future.

The Library will begin its new hourly schedule on January 2.

4. NEW BUSINESS

A. PROPOSAL FOR CONTINUED CPA SERVICES

A letter containing service terms provided by Eide Bailly was reviewed. The Assistant Director pointed out that the improvement we have seen with financial processes has been a result of working with this firm.

MOTION: (Mahoney/Carr) to approve continuing CPA services with Eide Bailly through FY25. (5-0-0)

B. ELECTION OF OFFICERS

M. Coleman was willing to continue as President, provided no one else wanted the role. B. Mahoney expressed he is no longer able to continue in the Secretary position. C. Carr offered to fill the position of Secretary.

MOTION: (Mahoney/Carr) to nominate M. Coleman as Library Board President. (4-0-0) with Coleman abstaining.

MOTION: (Mahoney/Coleman) to nominate C. Carr as Library Board Secretary. (4-0-0) with Carr abstaining.

ADDED STARTERS AND COMMUNICATIONS

Ms. Van Valkenburg discussed California's passing of AB1825 and how it will affect the Library's Collection Development Policy. A discussion was had about the background of the bill and the language that will be required. This item will be revisited at the next Board meeting.

Ms. Van Valkenburg also announced the official retirement of John Uribes, a 30-year employee, will be celebrated with a breakfast on December 31.

Assistant Director Van Valkenburg mentioned the new plaque for the Library Expansion and Renovation Project and asked the Board to begin thinking about what should be included.

TRUSTEE COMMENTS AND REQUESTS

In the anticipation of a new Library Director beginning January 1, B. Mahoney inquired about the delineation of responsibilities and duties between the Director and Director Emeritus. The Assistant Director responded that a meeting was postponed due to the Director's unexpected absence but that the topic is due to be discussed. M. Coleman mentioned she previously had a discussion with the Director and that perhaps all three parties would meet together in order to provide clarification.

PUBLIC COMMENTS

None

ADJOURNMENT - at 7:15 p.m.

APPROVED:



DATE:

