

BEAUMONT LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

6:30 p.m. at the Library – August 31, 2023
125 East Eighth St., Beaumont, CA

MINUTES

CALL TO ORDER – President Coleman called the meeting to order at 6:34 p.m.

ROLL CALL – M. Coleman, B. Mahoney, C. Carr, S. Perry, L. Dickinson

ABSENT: M. Lillard-Geiser

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

1. CONSENT ITEMS

Approval of Minutes of the previous meeting.

MOTION: (Mahoney/Perry) to approve the Minutes as amended. (4-0-1)

2. DIRECTOR'S REPORT

General Ledger Report – The Director highlighted several of the annual expenses paid in July for our insurance, cataloging database, e-book deposit account, alarm system, and research databases, in addition to architect, cleaning, and program fees.

Activity Summary Report – “Back to school with Beaumont Library,” the second of our newly restarted “Good Read!” columns in the Record Gazette, was noted. The activity report for FY24 has been updated to be easier to read and now includes comprehensive statistics for adult, teen, and children’s programs, as well as library visits. There were 7666 visitors last month for an average of 295 people per day and 38 people for every hour the Library was open. Circulation was slightly higher than last year, but summer reading started a week later this year or we may have seen a bigger increase. We are still about 15% behind pre-Covid July 2019, but e-book usage is up 252%. We are sending out 2 overdue notices now, instead of 3, since going fine-free. As a result of that change, we saved about \$550 for the month in postage.

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

3. OLD BUSINESS

A. GRANT UPDATES

We learned late last month that we were awarded another Zip Books grant. The check for \$6,501 was received today. In late July, we also learned that we were one of seven libraries in California to be awarded a California Eclipse Kit grant. It includes a mid-size telescope, a tripod, eclipse glasses, and children's and adult books for our collection. We will be hosting a solar eclipse event on October 14 from 8 to 11 a.m. Early this month, we received a \$2,962 e-resources grant check from the Inland Library System, which we will use toward Overdrive materials. The \$18,000 grant check for our ESL program arrived mid-month.

B. DESIGN BUILD BIDS

The Board reviewed the bid proposals that were received from Bogh Engineering and C.W. Driver on August 30. The original deadline had been extended from August 29 at the request of Bogh. It appeared that their proposal had been rushed and put together with a bit less thought than the one from C. W. Driver, which was much more polished, attractive, and comprehensive. C.W. Driver has extensive experience in both library construction and design-build projects, and they showed better integration with their project partners, though Bogh did have a lower fee structure overall. Architect Alex Ramsey had graded both firms during the prequalification stage, for which C.W. Driver had outscored Bogh by 100 to 85, and for their bid proposals, for which C.W. Driver outscored Bogh by a 90 to 80 margin. She also noted that Bogh's proposal was missing components, including estimated fees for CEQA work, and that some future tasks might fall onto library staff with them, whereas C.W. Driver seemed prepared to handle a variety of issues that might arise. After lengthy discussion as to the pros and cons of going with a lower-cost local firm with limited library construction experience versus a firm that is well-experienced in construction of libraries and with the capability of comprehensive service provision, the Director offered his preference, in line with the architect, for C.W. Driver, due to their significant experience with libraries.

MOTION: (Mahoney/Coleman) to award the bid to C.W. Driver. (4-0-1)

Ms. Ramsey will work with C.W. Driver to produce a contract that can be brought to the Board for approval in September. One of C.W. Driver's "value-added" offerings is grant-writing services. They have suggested to us the possibility of a Community Resilience Center Project Development grant through the state of California. If awarded, this grant project would lay the groundwork for a future Project Implementation grant. As much as \$5 million could be requested in each application. To start this process, which is on a very tight timeline, a resolution is needed from the Board so that it can be included in the Project Development grant application due September 18.

MOTION: (Carr/Coleman) to approve the resolution allowing the Director to apply for a Community Resilience Center Project Development grant and to accept and administer funding should it be awarded. (4-0-1)

4. NEW BUSINESS

A. VISIT FROM ASSEMBLYMAN WALLIS

Mr. Dickinson talked about his meeting with our new Assemblyman, Greg Wallis, and his legislative aide on August 18. The Director also attended Senator Ochoa-Bogh's town hall meeting at the Chatigny Center on August 24. Unfortunately, the funds she tried to earmark for Beaumont Library's building project in the state budget did not make it through the final process.

B. MOVING FUNDS TO CLASS

A fact sheet on California CLASS was provided to the Board in this month's packet. CLASS continues to be an excellent place to hold library funds because it is easy to move them in and out and the return rate is excellent. Efforts to continue moving excess funds from Riverside County to CLASS are ongoing.

ADDED STARTERS AND COMMUNICATIONS

The Director commented on the attractive fall program brochure and the September library newsletter. He also noted the donation of a poetry chapbook, entitled Soul, by "local author" Steve Perry. Next month's meeting has been moved to September 26, a Tuesday, at 6:30 p.m. following the Friends Board meeting with a retirement reception planned in-between to honor Milton Cook for his years of service. Several Board and Staff will be attending the State of the City event on Thursday, September 28, when the Library Board was originally scheduled to meet.

TRUSTEE COMMENTS AND REQUESTS

None.

PUBLIC COMMENTS

None.

CLOSED SESSION

MOTION: (Mahoney/Carr) to go into closed session at 7:23 p.m. to discuss personnel matters. (4-0-1)

No action was taken during the Closed Session and the meeting returned to open session at 7:48 p.m.

ADJOURNMENT - at 7:49 p.m.

APPROVED:

DATE: