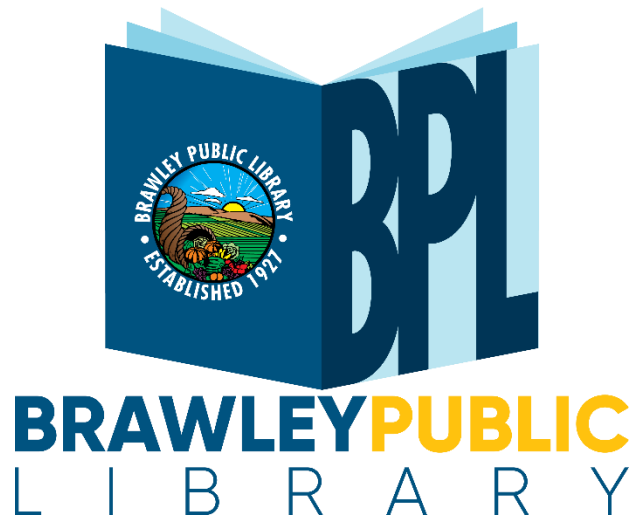




Library Board of Trustees

Meeting Agenda

Thursday, June 12, 2025 at 12:00 PM

Brawley Public Library

400 Main Street

Brawley, California 92227

Diana Lohr, President

Petra Ortega, Library Manager

Judy Grant, Secretary

Perry J. Monita, City Liaison

Cynthia Harvie, Board Member

Liz Lorenzen, Board Member

Leah Pendley, Board Member

CALL TO ORDER

ROLL CALL

1. APPROVAL OF AGENDA

2. PUBLIC APPEARANCES/COMMENTS (Not to exceed 4 minutes.) This is the time for the public to address the Library Board on any item not appearing on the agenda that is within the subject matter jurisdiction of the Board. The Board President will recognize you and when you come to the microphone, please state your name for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy. Please direct your questions and comments to the board.

Any member of the public is invited to submit public comments in advance of the meeting to be read at the meeting. Please email your questions to Portega@brawley-ca.gov or call 760-344-1891 any time before 09:00 am, June 12, 2025.

- a. Public Comments for Items not on the Agenda

3. CONSENT AGENDA

Items are approved by one motion. Board members or members of the public may request consent items to be considered separately at a time determined by the president of the board.

- a. Approve Accounts Payable: April 04, 2025 – May 06, 2025

Pgs. 4-6

(1 attachment)

4. LIBRARIAN REPORT

5. BOARD MEMBER REPORTS

6. CITY LIAISON REPORT

7. ADJOURNMENT: *Regular Meeting, Thursday, July 10, 2025 @ 12:00 PM*, 400 Main Street, Brawley, California. Supporting Documents are available for public review at the Brawley Public Library, 400 Main Street, Brawley, California 92227, Monday through Friday during Regular Business Hours. Individuals who require special accommodations are requested to give 48 hours prior notice. Contact 760-344-1891.



City of Brawley

Detail Report Account Detail

Date Range: 05/07/2025 - 06/09/2025

Account		Name			Beginning Balance	Total Activity	Total Debits	Total Credits	Ending Balance
Fund: 101 - General Fund									
101-551.000-700.100		Permanent salaries			160,272.95	18,044.67	18,044.67	0.00	178,317.62
Post Date	Packet Number	Source Transaction	Description	Vendor			Debits	Credits	Running Balance
05/16/2025	PYPKT02591	PYPKT02591 - PY 05-...	PYPKT02591 - PY 05-16-2025 - Pay 5/16/20...				8,911.62		169,184.57
05/30/2025	PYPKT02620	PYPKT02620 - FY 24-...	PYPKT02620 - FY 24-25 PY 05/30/2025 - Pay ...				9,133.05		178,317.62
101-551.000-700.200		Temporary salaries			43,577.37	2,999.69	2,999.69	0.00	46,577.06
Post Date	Packet Number	Source Transaction	Description	Vendor			Debits	Credits	Running Balance
05/16/2025	PYPKT02591	PYPKT02591 - PY 05-...	PYPKT02591 - PY 05-16-2025 - Pay 5/16/20...				1,733.61		45,310.98
05/30/2025	PYPKT02620	PYPKT02620 - FY 24-...	PYPKT02620 - FY 24-25 PY 05/30/2025 - Pay ...				1,266.08		46,577.06
101-551.000-700.300		Overtime			166.69	8.91	8.91	0.00	175.60
Post Date	Packet Number	Source Transaction	Description	Vendor			Debits	Credits	Running Balance
05/30/2025	PYPKT02620	PYPKT02620 - FY 24-...	PYPKT02620 - FY 24-25 PY 05/30/2025 - Pay ...				8.91		175.60
101-551.000-710.100		Health insurance			26,424.24	1,378.50	1,378.50	0.00	27,802.74
Post Date	Packet Number	Source Transaction	Description	Vendor			Debits	Credits	Running Balance
05/16/2025	PYPKT02591	PYPKT02591 - PY 05-...	PYPKT02591 - PY 05-16-2025 - Pay 5/16/20...				1,378.50		27,802.74
101-551.000-710.200		F I C A			14,777.42	1,565.09	1,565.09	0.00	16,342.51
Post Date	Packet Number	Source Transaction	Description	Vendor			Debits	Credits	Running Balance
05/16/2025	PYPKT02591	PYPKT02591 - PY 05-...	PYPKT02591 - PY 05-16-2025 - Pay 5/16/20...				768.87		15,546.29
05/30/2025	PYPKT02620	PYPKT02620 - FY 24-...	PYPKT02620 - FY 24-25 PY 05/30/2025 - Pay ...				796.22		16,342.51
101-551.000-710.300		P E R S			12,577.01	1,377.89	1,377.89	0.00	13,954.90
Post Date	Packet Number	Source Transaction	Description	Vendor			Debits	Credits	Running Balance
05/16/2025	PYPKT02591	PYPKT02591 - PY 05-...	PYPKT02591 - PY 05-16-2025 - Pay 5/16/20...				679.73		13,256.74
05/30/2025	PYPKT02620	PYPKT02620 - FY 24-...	PYPKT02620 - FY 24-25 PY 05/30/2025 - Pay ...				698.16		13,954.90
101-551.000-720.200		Books and subscriptions			15,260.31	4,616.01	4,616.01	0.00	19,876.32
Post Date	Packet Number	Source Transaction	Description	Vendor			Debits	Credits	Running Balance
05/23/2025	APPKT01975	M216227	Service For February 2025 Through January ...	00254 - Brodart Company			4,616.01		19,876.32
101-551.000-720.220		Library Programming			2,109.46	216.40	216.40	0.00	2,325.86
Post Date	Packet Number	Source Transaction	Description	Vendor			Debits	Credits	Running Balance
05/23/2025	APPKT01975	4278 8566 7192 2169...	Wet Foam Pack	01768 - Wal-Mart Stores Inc #01-1555			14.07		2,123.53
05/29/2025	APPKT01976	CAL351479I	Cultures of the World Library Set/Books	00322 - Cavendish Square			202.33		2,325.86

Detail Report

Date Range: 05/07/2025 - 06/09/2025

Account		Name	Beginning Balance	Total Activity	Total Debits	Total Credits	Ending Balance
101-551.000-721.200		Other operating supplies	2,753.61	126.40	126.40	0.00	2,880.01
Post Date	Packet Number	Source Transaction	Description	Vendor	Debits	Credits	Running Balance
05/13/2025	APPKT01955	9689234 05125	Bulk Water/Cooler Rental/April 2025	01601 - Sparkletts	126.40		2,880.01
101-551.000-725.200		Electricity	19,068.73	834.38	834.38	0.00	19,903.11
Post Date	Packet Number	Source Transaction	Description	Vendor	Debits	Credits	Running Balance
05/12/2025	APPKT01955	4-25IIDBestRd	PowerBill/Various Depts	00805 - Imperial Irrigation District	834.38		19,903.11
101-551.000-730.200		Technical services	1,309.58	34.99	34.99	0.00	1,344.57
Post Date	Packet Number	Source Transaction	Description	Vendor	Debits	Credits	Running Balance
05/29/2025	APPKT01976	0221352	Monitoring Electronic Security System/Libra...	00861 - Jade Security Systems Inc	34.99		1,344.57
101-551.000-740.120		Repair & Maintenance Facility	8,826.51	125.00	125.00	0.00	8,951.51
Post Date	Packet Number	Source Transaction	Description	Vendor	Debits	Credits	Running Balance
05/13/2025	APPKT01955	1409	Electric Work/No Power at some areas/Libra...	02328 - SD Electric and Hvac/R Inc	125.00		8,951.51
101-551.000-740.130		Repairs & Maintenance Equipment	390.11	177.48	177.48	0.00	567.59
Post Date	Packet Number	Source Transaction	Description	Vendor	Debits	Credits	Running Balance
05/14/2025	APPKT01955	37629226	Copier Usg/Contract Chrg/City Hall/Library/...	00299 - Canon Financial Services Inc	25.90		416.01
05/14/2025	APPKT01955	38454276	Copier Usg/Contract Chrg/City Hall/Library/J...	00299 - Canon Financial Services Inc	27.04		443.05
05/14/2025	APPKT01955	39892719	Copier Usg/Contract Chrg/City Hall/Library/...	00299 - Canon Financial Services Inc	49.59		492.64
05/14/2025	APPKT01955	39894322	Maintenance Equiptment Usage/Library/Ma...	00299 - Canon Financial Services Inc	3.70		496.34
05/23/2025	APPKT01975	40580322	Copier Usg/Contract Chrg/City Hall/Library/...	00299 - Canon Financial Services Inc	68.64		564.98
05/29/2025	APPKT01976	40920973	Maintenance Equiptment Usage/Library/Apri..	00299 - Canon Financial Services Inc	2.61		567.59
101-551.000-740.200		Cleaning services	5,700.00	712.50	712.50	0.00	6,412.50
Post Date	Packet Number	Source Transaction	Description	Vendor	Debits	Credits	Running Balance
05/21/2025	POPKT01232	5078049	LIBRARY JANITORIAL SERVICES	01238 - Mylo Janitorial Inc	712.50		6,412.50
101-551.000-740.400		Rents & Leases	3,676.30	1,042.86	1,042.86	0.00	4,719.16
Post Date	Packet Number	Source Transaction	Description	Vendor	Debits	Credits	Running Balance
05/13/2025	APPKT01955	9689234 05125	Bulk Water/Cooler Rental/April 2025	01601 - Sparkletts	12.98		3,689.28
05/14/2025	APPKT01955	37629226	Copier Usg/Contract Chrg/City Hall/Library/...	00299 - Canon Financial Services Inc	204.79		3,894.07
05/14/2025	APPKT01955	38454276	Copier Usg/Contract Chrg/City Hall/Library/J...	00299 - Canon Financial Services Inc	204.79		4,098.86
05/14/2025	APPKT01955	39892719	Copier Usg/Contract Chrg/City Hall/Library/...	00299 - Canon Financial Services Inc	204.79		4,303.65
05/14/2025	APPKT01955	39894321	Contract Charge/Library/April 2025	00299 - Canon Financial Services Inc	105.36		4,409.01
05/23/2025	APPKT01975	40580322	Copier Usg/Contract Chrg/City Hall/Library/...	00299 - Canon Financial Services Inc	204.79		4,613.80
05/29/2025	APPKT01976	40573571	Contract Charge/Library/May 2025	00299 - Canon Financial Services Inc	105.36		4,719.16
101-551.000-750.200		Communications	1,236.05	42.01	42.01	0.00	1,278.06
Post Date	Packet Number	Source Transaction	Description	Vendor	Debits	Credits	Running Balance
05/20/2025	APPKT01964	6112818641	Cell Phone Services/Library/4/7/25 - 5/6/25	01738 - Verizon Wireless	42.01		1,278.06
Total Fund: 101 - General Fund:			318,126.34	33,302.78	33,302.78	0.00	351,429.12
Grand Totals:			318,126.34	33,302.78	33,302.78	0.00	351,429.12

Fund Summary

Fund	Beginning Balance	Total Activity	Total Debits	Total Credits	Ending Balance
101 - General Fund	318,126.34	33,302.78	33,302.78	0.00	351,429.12
Grand Total:	318,126.34	33,302.78	33,302.78	0.00	351,429.12