

# Yale Valley Library District

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## Regular Meeting

February 10, 2022 6:00PM

Virtual Meeting:  
Google Meet joining info

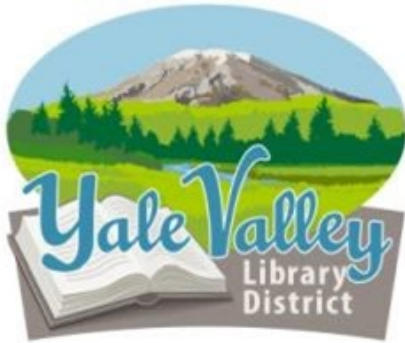
Video call link: <https://meet.google.com/kfd-epfs-hva>

Or dial: (US) +1 636-707-2426 PIN: 230 684 199#

## AGENDA

### Public Meeting

- |  |             |
|--|-------------|
| 1. Call to Order   | 6:00 pm     |
| 2. Agenda Approval   | Action      |
| 3. Introductions & Welcomes / Chair Announcements            | Information |
| 4. Consent Agenda  | Action      |
| a. Minutes Approval: November 11, 2021                       |             |
| b. Minutes Approval: December 9, 2021                        |             |
| c. Approval of building project bills: Reviewed by Tina Moir |             |
| 5. Financial Report: Carrie Greenwood                        | Information |
| 6. Art Display and Loan Agreement                            | Action      |
| 7. Donor Plaque  | Information |
| 8. Activity Boards   | Information |
| 9. Nexus Internet Request                                    | Information |
| 10. Yale School Path   | Information |
| 11. COVID-19 Update for Yale: Amelia Shelley                 | Information |
| 12. Branch Manager Report: Jennifer Hauan                    | Information |
| 13. Citizen Comments   |             |
| 14. Board Comments   |             |
| 15. Adjournment  |             |



Longtime Yale resident, Elva Dobbins, signs up for the 1st FVRL library card at the Bookmobile Party, June 23, 2003 at Yale Elementary School.

## Yale Valley Library District

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Regular Meeting

November 11, 2021

Yale Valley Library

Attendees: YVLD Board of Trustees: Eric Reese, Cynthia McAllister, Tina Moir and Kathi Wheeler

Absent: Bob Appling

FVRL: Amelia Shelley and Jennifer Huaun. Carrie Greenwood attended virtually.

1. The meeting was call to order by Chair, Eric Reese at 6:05pm.
2. The agenda was approved. Wheeler/McAllister The agenda was approved by all trustees present.
3. Introductions & Welcomes/Chair Announcement: Eric welcomed everyone and reminded the group that his term will be up next summer. Please invite community members to apply.
4. Consent Agenda
  - a) The minutes of the October 14, 2021 were discussed and approved. Moir/Wheeler The minutes were approved by all trustees present.
  - b) Moir reviewed the bills totaling \$838.61. She had questions about the keys and wondered what locks they were for. The most likely is the new shed. The bill for the Arawaka Art Rails was included for \$801.27. The bills were approved. Wheeler/Moir The bills were approved by all trustees present.
  - c) The review of the 2<sup>nd</sup> and final reading of the Fiscal Management Policy for the district was discussed. Wheeler asked when the policy will be reviewed again. The answer is 5 years

- from Shelley. The Fiscal Management Policy was approved. Wheeler/Moir The policy was approved by all trustees present.
5. Financial Report: Carrie Greenwood. YVLD tax collections are strong at 96% collection for November, 2021. Timber Revenue collected for October, 2021 was \$61.00. Interest income was \$162.00. Property tax collection for October was \$18,163.00 Total income for October was \$18,387.00.
  6. Approval of FVRL Contract Services: An invoice for our contract services with was presented in the amount of \$59,813.00. This payment is for July-December, 2021. The administrative services were discussed by the board and approved. Moir/Wheeler The payment was approved by all trustees present.
  7. Finance
    - a) The public hearing was opened by the Chair, Eric Reese. There was no one from the public present.
    - b) The proposed budget in the amount of \$122,663.00 was discussed. This is an increase of 3,037.00 or 1%. Moir motioned that “Now, Therefore, Be it Resolved by the Yale Valley Library District Board of Trustees, that increase in the regular property tax levy is hereby, authorized for the levy to be collected in the 2022 tax year. The dollar amount of the increase in the actual levy from the previous year shall be \$3,037.00 which is an increase of one percent (1%) over the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, and any increase in the value of state assessed property and annexations that have occurred and refunds made.

The public hearing was closed.

Be It Further Resolved, that the Valley Library Board of Trustees adopts the 2022 Levy Certifications for Cowlitz County.” Moir/McAllister The levy ratification was approved by all trustees present.

- c) 2022 Budget-2<sup>nd</sup> Reading: The budget for 2022 was discussed by all present. This included FVRL wages for supervisor and PSA, supplies, programs and landscaping. We are waiting for the final review of the relative state agencies in order to pay Pacific Tech the final \$49,843.00. It is possible that Pacific Tech could petition us to pay before this review is complete. A public hearing will be held at the December meeting for this item.

Donor Signs: The donor signs were discussed and Moir stated that the FYVLD member, Julie Starr has made a design with the names of the donors. Moir will send a picture of the tapestry to the board for review. Wheeler would like to commission a plaque to be placed in the library to honor the founding 5 YVLD board members. She noted that at the time the district was formed, a library was not popular with the some of the community. Many felt that it would take funds away from other Jr. Taxing Districts. Each person took a risk in 2003 to take a position on the new YVLD Board of Trustees. She would like to recognize these individuals. Wheeler said she will work up wording and the names to present to the board.

8. 2022 Meeting Schedule: The board decided, after discussion, that the meeting schedule for 2022 could be reduced. Starting with the February 10, 2022 meeting, we will skip every other month. However, October 13, 2022 and November 10, 2022 will be held consecutively due to budget and levy hearings. If needed there could be a December 8, 2022 meeting. It was noted if needed we can also have Zoom and phone meetings. Wheeler/McAllister The schedule was approved by all trustees present.
9. Branch Manager Report: Jennifer Hauan Jennifer reported that the Yale Library is humming. Thursday seems to be a very busy day. Our new assistant in the library, Pamela Graham, has been training at the library and is ready to work with Lesley Miller, supervisor. The card entry to the library is working, but the door is not locking all the time. Techs will be returning next week for repairs. It was noted that Lesley is doing a great job displaying material in the library. Jennifer reported that Yale principal, Melissa Huddleston and the Woodland School District have approved a gate to be installed in the school fence to allow students to safely pass through to the library. Our responsibility will be to gravel and keep the path clear and safe to the library. The Woodland Friends will have a book sale November 12 & 13 at the Woodland Community Center. This will be to raise funds for their new library building. The Woodland Friends will also be having a Holiday Gift Sale, Saturday, November 20 at the VFW Hall in Woodland. The flag pole at the library is up, but it needs a cover. No one was quite sure what happened to it. The flag cannot be raised until the cover is found. The electrician is coming next week to install the light for the flag. A plumber is coming again to fix the banging when the toilet is flushed. Jay flagged two cars and an RV parked on library property next door. The letter said that if they were not removed by a certain date, the vehicles' would be towed at the owner's expense. They were removed by the owners. Due to the heavy rain, the gutters have been overflowing. We are trying to rectify this issue. Wheeler asks if the librarian can order a rug and 3 stools for the children's area. The total would be \$807.00 for the 4 items. There is enough room in the budget for Jennifer to purchase these items.
10. Covid-19 Update: Amelia Shelley Amelia reported that masks are still required in the library. Libraries are waiting for the Labor and Industries to updates on work place Covid-19.
11. None
12. Wheeler reported that Liz Kennedy, a former YVLD trustee, would like to display two lithographs of Northwest images. Wheeler said Liz has sent us the application but it has not arrived and seems to be lost. Moir noted that there have been issues with the mail. Wheeler has asked Liz to resubmit the application and we may be able to consider it at the December meeting.
13. Adjournment: The meeting was adjourned at 7:08pm. Wheeler/Moir The motion was approved by all trustees present.

Respectfully Submitted, Kathi Wheeler, YVLD Sectary

Presiding Officer

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YVLD Board Chair

# Yale Valley Library District

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Regular Meeting

December 9, 2021

Virtual Meeting



Recognition plaque made by Julie Starr for donors to the YVLD building campaign.

Attendees: Yale Valley Board of Trustees: Bob Appling, Tina Moir, Kathi Wheeler

Absent: Cynthia McAllister, Eric Reese

FVRL: Amelia Shelley, Carrie Greenwood, Jennifer Huaun

1. The meeting was called to order at 6:00pm by Vice-Chair, Tina Moir
2. Wheeler asked that the agenda be amended to postpone Item 8, (Art Display and Loan Agreement) to our February meeting due to not having a full board present to consider the lithographs. Wheeler/Moir The amended agenda was approved by all trustees present.
3. Tina greeting everyone and had no announcements
4. Consent Agenda
  - a) The minutes could not be approved for lack of a quorum. Appling was not present at the November meeting so could not vote to approve. The November minutes will be removed from the Consent Agenda and considered at a future meeting. Moir/Wheeler The removal was approved by all trustees present.
  - b) Moir reviewed the bills totaling \$237.53 for concrete for the new flag pole and shelving in the library. Wheeler/Moir The bills were approved by all trustees present.
5. Financial Report: Carrie Greenwood. In November, YVLD tax collections were \$23,834.00 with an annual percent of 98.38% of our budget. December property tax of \$6,076.00 will bring YTD collections for Yale to 101%. Retainage on Pacific Tech is \$49,482.89 and is scheduled for December payment. With that payment, the building project will official end.
6. The 2022 Budget Hearing was opened by Tina Moir, Vice Chair. There was no one from the public present. The budget hearing was closed.
7. Resolution 2021—07 (2022-02): 2022 Budget Approval: The budget was discussed which included landscaping and irrigation, the final payment to Pacific Tech of approximately \$49,000.00. Our reserves are looking quite robust. It was noted that the amount in the Resolution 2021-07 was \$162,663.00. The actual amount should be \$162,633.00. An

amended motion was made to approve the Resolution 2021-07 with the correct amount, \$162,633.00. Wheeler/Moir The motion was approved by all trustees present.

8. Branch Manager Report. Jennifer Huaun: Jennifer reported that the Woodland Library held a Take & Make Wreath party and it was very successful. Approximately 4 people came together at a time to make a wreath and then another group came in later. It was a way to keep up the Woodland Library tradition with a twist. There is an open SLA position at the Woodland Library. Pam Graham, who was the SLA at the Yale Library will be moving to the Yacolt Library. This makes the position at Yale open again. There are two applicants. A new rug and stools have been ordered for our library.
9. Covid-19 Report update for Yale. Amelia Shelley: Amelia reported that COVID cases are declining in Washington, which is good news. However, there is no change in the restrictions, group size, mask wearing and social distancing.
10. Citizen Comments: None
11. Board Comments: Moir noted that Friends member, Julie Starr, delivered the donor plaques to the library. There are 3, all listing the areas of donations. The plaques are 11x17 inches. This project was long in the making and the Board appreciates Julie's creative and generous work. The plaques will hang in the library.
12. The meeting was adjourned at 6:26pm. Wheeler/Moir The motion was approved by all trustees present.

Respectfully Submitted by YVLD Secretary, Kathi Wheeler

Presiding Officer

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# **Yale Valley Library District**

*For the Month Ending January 31, 2022 (With Year-to-Date Totals)*

## **Statement of Cash**

December 31, 2021 Ending Cash Balance	\$350,984
Year-to-date Revenue Received	\$824
Year-to-date Expenditures	\$0
Cash Balance January 31, 2022	\$351,808

# Yale Valley Library District

For the Month Ending January 31, 2022 (With Year-to-Date Totals)

## Revenue

Description	2022 Budget	January 2022 Revenues	All Revenue Received thru January 2022	Year -to - Date Annual Budget Percent
<b>Property Taxes</b>				
311.10 Property Tax Collections - Yale Valley District	\$ 122,663	\$ 598	\$ 598	0.49%
<b>Total Property Taxes</b>	<b>122,663</b>	<b>598</b>	<b>598</b>	<b>0.49%</b>
<b>Other Taxes</b>				
317.2 Leasehold Excise Tax	0	0	0	0.00%
<b>Total Other Taxes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
335.02 DNR - Timber Revenue	35,000	61	61	0.17%
361.02 DNR - Other Revenue	100	-	-	0.00%
335.02 State Capital Grant	-	-	-	0.00%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>35,100</b>	<b>61</b>	<b>61</b>	<b>0.17%</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	2,500	\$ 165	165	6.61%
367-10 Non-Governmental Contributions	500	-	-	0.00%
367-10 Grant Revenue	-	-	-	0.00%
369.90 Miscellaneous Revenue	-	-	-	0.00%
<b>Total Miscellaneous</b>	<b>3,000</b>	<b>165</b>	<b>165</b>	<b>5.51%</b>
<b>Total Revenue:</b>	<b>\$ 160,763</b>	<b>\$ 824</b>	<b>\$ 824</b>	<b>0.51%</b>
Transfer from Reserves	\$ 1,870	\$ -	\$ -	0.00%
<b>Total Revenue and Reserves</b>	<b>\$ 162,633</b>	<b>824</b>	<b>824</b>	<b>0.51%</b>

## Expenses

Description	2022 Budget	Expenses	Expenses Year-to-Date Totals	Year to Date Annual Budget Percentage
<b>Other Services / Charges</b>				
572.41 Professional Services	122,633	-	-	0.00%
572.41 Professional Services-Fundraising/Architect	-	-	-	0.00%
572.62 Capital Outlay	40,000	-	-	0.00%
<b>Grand Total Expense:</b>	<b>\$ 162,633</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>

Net Cash Activity	824
Jan. 1, 2022 Cash with County Treasurer	350,984
<b>Ending Cash</b>	<b>351,808</b>

Non-Capital Reserve	287,771
Capital Reserve	63,976
<b>Total</b>	<b>351,748</b>



**Yale Valley Library District**

*For the Month Ending January 31, 2022 (With Year-to-Date Totals)*

**Schedule of Reserves**

<b>Non Capital Reserve Beginning Balance 01/01/2022</b>	\$287,173
Property Tax Collections (Revenue)	598
Other Taxes (Revenue)	-
Professional Expenses (Expenses)	-
<b>Non Capital Reserve Ending Balance 1/31/2022</b>	\$287,771
<b>Capital Reserve Beginning Balance 01/01/2022</b>	\$63,811
Intergovernmental Grants and Contracts (Revenue)	-
Miscellaneous (Revenue)	165
Professional Services Architects (Expenses)	-
Capital Out lay (Expenses)	-
<b>Capital Reserve Ending Balance 1/31/2022</b>	\$63,976
<b>Total Non Capital and Capital Reserves</b>	<b>\$351,748</b>

# CELEBRATING

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The

## Founding

**Yale Valley Library Board of  
Trustees 2003**

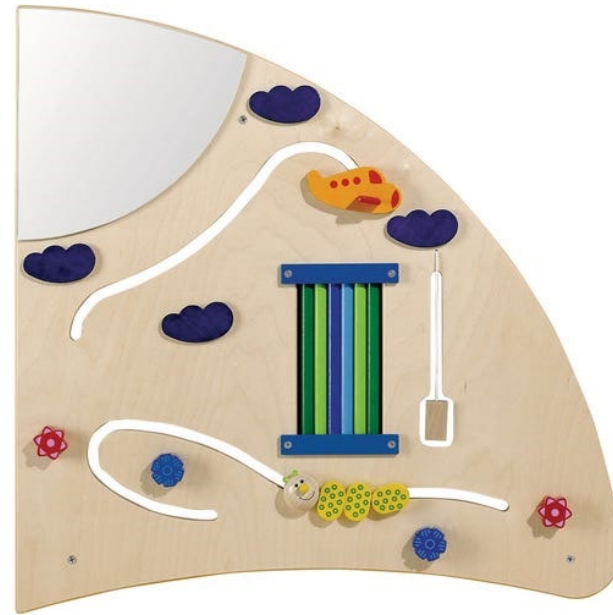
Cynthia MacAllister

Don Merkle

Patricia Joy Stepp

Julia Stoll

Kathi Wheeler





### The Boy And The Eagle

Stone lithograph. Hand drawn and hand painted.

By Alaskan Artists Jacques and Mary Regat

*This is the story about a lazy, good for nothing boy who refuses to help out. He goes and plays with eagles down at the river's edge. Times get very hard and because of his behavior he is left behind when the villagers go to try and find a better place to live. The boy is left to fend for himself so he befriends the eagles by giving them pieces of salmon and in return is cared for by the eagles. When the villagers return he is a changed boy and eagerly shares the food the eagles brought.*



### How Cormorant Lost His Voice

Stone lithograph. Hand drawn and hand painted.

By Alaskan Artists Jacques and Mary Regat

*This lithograph tells a lesson that it is perhaps a good idea not to be a gossip or a tale teller as the punishment might be more than one can bare. Raven punishes his helper cormorant for revealing his secrets. He steals cormorant's voice by pulling his tongue out and banishes him to live on a lonely rock out at sea.*