

# Yale Valley Library District

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## Regular Meeting

December 9, 2021 6:00PM

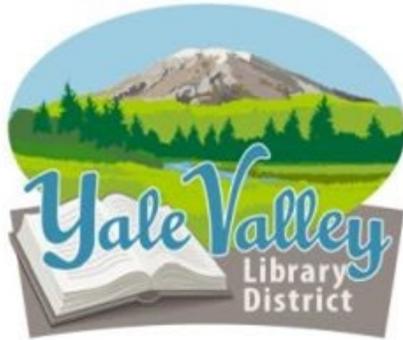
Google Meet Video call link: <https://meet.google.com/dmu-pvvgg-exr>

Or dial: (US) +1 318-373-3913 PIN: 723 407 051#

### 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. Approval of building project bills: Tina Moir      |             |
| 5. Financial Report: Carrie Greenwood                 | Information |
| 6. Public Hearing: 2022 Budget Hearing                |             |
| 7. Resolution 2021-07 (2022-02): 2022 Budget Approval |             |
| 8. Art Display and Loan Agreement                     | Information |
| 9. Branch Manager Report: Jennifer Hauan              | Information |
| 10. COVID-19 Update for Yale: Amelia Shelley          | Information |
| 11. Citizen Comments                                  |             |
| 12. Board Comments                                    |             |
| 13. 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**

*For the Month Ending November 30, 2021 (With Year-to-Date Totals)*

## **Statement of Cash**

December 31, 2020 Ending Cash Balance	\$984,417
Year-to-date Revenue Received	\$139,960
Year-to-date Expenditures	\$779,399
Cash Balance November 30, 2021	\$344,979

# Yale Valley Library District

For the Month Ending November 30, 2021 (With Year-to-Date Totals)

## Revenue

Description	2021 Budget	November 2021 Revenues	All Revenue Received thru November 2021	Year -to - Date Annual Budget Percent
<b>Property Taxes</b>				
311.10 Property Tax Collections - Yale Valley District	\$ 119,626	\$ 23,834	\$ 115,293	96.38%
<b>Total Property Taxes</b>	<b>119,626</b>	<b>23,834</b>	<b>115,293</b>	<b>96.38%</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	-	21,429	61.22%
361.02 DNR - Other Revenue	100	-	72	71.60%
335.02 State Capital Grant	-	-	-	0.00%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>35,100</b>	<b>-</b>	<b>21,500</b>	<b>61.25%</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	7,500	\$ 149	3,167	42.22%
367-10 Non-Governmental Contributions	2500	-	-	0.00%
367-10 Grant Revenue	5,000	-	-	0.00%
369.90 Miscellaneous Revenue	250	-	-	0.00%
<b>Total Miscellaneous</b>	<b>15,250</b>	<b>149</b>	<b>3,167</b>	<b>20.76%</b>
<b>Total Revenue:</b>	<b>\$ 169,976</b>	<b>\$ 23,984</b>	<b>\$ 139,960</b>	<b>82.34%</b>
Transfer from Reserves	\$ 560,024	\$ -	\$ -	0.00%
<b>Total Revenue and Reserves</b>	<b>\$ 730,000</b>	<b>23,984</b>	<b>139,960</b>	<b>19.17%</b>

## Expenses

Description	2021 Budget	Expenses	Expenses Year-to-Date Totals	Year to Date Annual Budget Percentage
<b>Other Services / Charges</b>				
572.41 Professional Services	120,000	59,813	120,362	100.30%
572.41 Professional Services-Fundraising/Architect	10,000	-	6,190	61.90%
572.62 Capital Outlay	600,000	839	652,846	108.81%
<b>Grand Total Expense:</b>	<b>\$ 730,000</b>	<b>60,652</b>	<b>779,399</b>	<b>106.77%</b>

Net Cash Activity	(639,439)
Jan. 1, 2021 Cash with County Treasurer	984,417
<b>Ending Cash</b>	<b>344,979</b>

Non-Capital Reserve	281,097
Capital Reserve	63,882
<b>Total</b>	<b>344,979</b>

# Yale Valley Library District

*For the Month Ending November 30, 2021 (With Year-to-Date Totals)*

## Schedule of Reserves

			<i>Non Cash Activity</i>
			<i>Grant ran Through Fort Vancouver</i>
			<i>Regional Libraries</i>
State of Washington Grant		\$291,000.00	Grant Award
			Ran Through FVRL's Books
<b>Non Capital Reserve Beginning Balance 01/01/2021</b>	\$286,166		
Property Tax Collections (Revenue)	115,293		
Other Taxes (Revenue)	-		
Professional Expenses (Expenses)	(120,362)	(31,264)	
		58	
<b>Non Capital Reserve Ending Balance 11/30/2021</b>	\$281,097		
<b>Capital Reserve Beginning Balance 01/01/2021</b>	\$698,251		
Intergovernmental Grants and Contracts (Revenue)	21,501		
Miscellaneous (Revenue)	3,167		
Professional Services Architects (Expenses)	(6,190)		
Capital Out lay (Expenses)	(652,846)	(2,526)	
		(155,194)	
<b>Capital Reserve Ending Balance 11/30/2021</b>	\$63,882		
<b>Total Non Capital and Capital Reserves</b>	<b>\$344,979</b>		
		\$102,073.52	Grant Remaining applied to expenses for November booked in December
		-\$237,768.30	November Billing Offset
		-\$5,428.46	December Billing Offset
		-\$141,123.24	Transferred On 01/11/2021

# Yale Valley Library District

Proposed Budget 2022

## Revenue

<u>Description</u>	2021 Budget	2021 ACTUAL YTD	Proposed Budget 2022	Difference
<b>Property Taxes</b>				
311.10 Property Tax Collections - Yale Valley District	\$ 119,626	\$ 91,459	\$ 122,663	3,037
<b>Total Property Taxes</b>	<b>119,626</b>	<b>91,459</b>	<b>\$ 122,663</b>	<b>3,037</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
335.02 DNR - Timber Revenue	35,000	21,429	\$ 35,000	13,571
335.02 DNR - Other Revenue	100	72	\$ 100	28
335.02 State Capital Grant	\$0	\$0	\$ -	-
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>35,100</b>	<b>21,501</b>	<b>\$ 35,100</b>	<b>13,599</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	7,500	3,017	\$ 2,500	(5,000)
367-10 Non-Governmental Contributions	2,500	-	\$ 500	(2,000)
367-10 Grant Revenue	5,000	-	\$ -	(5,000)
369.90 Miscellaneous Revenue	250	-	\$ -	(250)
<b>Total Miscellaneous</b>	<b>15,250</b>	<b>3,017</b>	<b>\$ 3,000</b>	<b>(12,250)</b>
<b>Total Revenue:</b>	<b>\$ 169,976</b>	<b>\$ 115,977</b>	<b>\$ 160,763</b>	<b>4,386</b>
Transfer from Reserves	\$ 560,024	\$ 602,769	\$ 1,870	(558,154)
<b>Total Revenue and Reserves</b>	<b>\$ 730,000</b>	<b>\$ 718,746</b>	<b>\$ 162,633</b>	<b>(553,768)</b>

## Expenses

572.41 Professional services - FVRL	\$ 120,000	\$ 60,549	\$ 122,633	2,633
572.41 Professional Services - Other	10,000	\$ 6,190	-	(10,000)
572.62 Capital Outlay	600,000	\$ 652,007	40,000	(612,007)
<b>Grand Total Expense:</b>	<b>\$ 730,000</b>	<b>\$ 718,746</b>	<b>162,633</b>	<b>(567,367)</b>

**Yale Valley Library District  
2022 Budget Resolution  
2021-07 (2022-02)**

**WHEREAS**, the Yale Valley Library District Board of Trustees has met and considered its budget for the calendar year 2022; and a public hearing on the budget was held on December 9, 2021 to consider the District's levy for 2022; and

**WHEREAS**, YVLD was established in 2003 as an rural partial-county library district, and levies property taxes pursuant to the Revised Code of Washington 27.12.150, and

**WHEREAS**, funds for the establishment and maintenance of the library service of the district shall be provided by the Cowlitz County Board of County Commissioners by means of an annual tax levy on the property in the district of not more than fifty cents per thousand dollars of assessed value per year, and

**WHEREAS**, the tax levy shall be at a uniform rate and shall be based on a budget to be compiled by the Board of Trustees of the rural partial-county library district who shall determine the uniform tax rate necessary and certify their determination to the respective boards of county commissioners, and

**WHEREAS**, the YVLD Board of Trustees held at a public meetings for the first reading on October 14, 2021, the second reading on November 11, 2021, and held a public hearing on December 9, 2021 to consider the District's budget for 2022.

**NOW, THEREFORE, BE IT RESOLVED** that the YVLD Board of Trustees adopts the 2022 budget in the amount of \$162,663.

Adopted this 9th day of December, 2021

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Eric Reese, Chair

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Tina Moir, Vice Chair

**Yale Valley Library District**  
Regular Meeting Schedule  
2022

February 10.....6:00pm  
April 14.....6:00pm  
June 9.....6:00pm  
August 11.....6:00pm  
October 13.....6:00pm  
November 10.....6:00pm

<u>2022 Officers (first half)</u> Eric Reese, Chair Tina Moir, Vice-Chair/Treasurer Kathi Wheeler, Secretary	<u>2022 Officers (second half)</u>
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**FVRLibraries**  
 FORT VANCOUVER REGIONAL LIBRARIES

Page 1/1  
 Invoice 0967  
 Date 12/8/2021

**Bill To:** YALE VALLEY LIBRARY DISTRICT  
 PO BOX 434  
 ARIEL WA 98603

**Remit To:** Fort Vancouver Regional Library District  
 2018 Grand Blvd  
 Vancouver, WA 98661

Please return a copy of this invoice with payment.

Purchase Order No.		Customer ID	Payment Terms			
		YALE0001				
Qty		Description			Unit Price	Ext. Price
1		HOME DEPOT			\$210.60	\$210.60
1		TRUE VALUE			\$26.93	\$26.93

**Subtotal** \$237.53  
**Tax** \$0.00  
**Total** \$237.53



10

How doers  
get more done.

8601 NORTH EAST ANDRESEN ROAD  
VANCOUVER, WA 98665 (360)253-3993

4718 00003 00459 10/27/21 10:23 AM  
SALE CASHIER PATRICIA

0000-137-263 50# A/P SAND <A>	
50LB QUIKRETE ALL-PURPOSE SAND	
3@4.17	12.51
0000-169-765 80LB CONCRET <A>	
80LB QUIKRETE CONCRETE MIX	
5@4.46	22.30
SUBTOTAL	34.81
SALES TAX	2.96
TOTAL	\$37.77

XXXXXXXXXXXX9141 HOME DEPOT  
USD\$ 37.77  
AUTH CODE 027906/2030812 TA

FORT VANCOUVER REGIO  
KLEMENT SETH M  
Chip Read  
AID A0000000049999D8400305 THD PLCC PROX

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5000 SUMMARY  
THIS RECEIPT PO/JOB NAME: YALE

2021 PRO XTRA SPEND 10/26: \$10,085.92  
INCLUDES:  
2021 PROXTRA SAVINGS 10/26: \$373.99

Get the CREDIT LINE your business needs  
with The Home Depot Commercial Credit.  
Apply and SAVE UP TO \$100  
on your first purchase.  
Learn more: [homedepot.com/credit](http://homedepot.com/credit)

4718 10/27/21 10:23 AM



4718 03 00459 10/27/2021 1376

RETURN POLICY DEFINITIONS		
POLICY ID	DAYS	POLICY EXPIRES ON
A 11	365	10/27/2022

\*\*\*\*\*  
DID WE NAIL IT?

Take a short survey for a chance TO WIN  
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

[www.homedepot.com/survey](http://www.homedepot.com/survey)

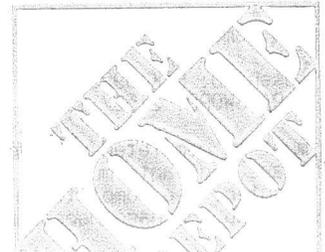
User ID: HTK 5925 1210  
PASSWORD: 21527 1207

Entries must be completed within 14 days  
of purchase. Entrants must be 18 or  
older to enter. See complete rules on  
website. No purchase necessary.



007101 028 50 21 03	Director's Signature:	Date: 11/11/2021	Date: 11/11/2021
	Budget number		
	Amount 37.77	Appvd by: JM	Recd by: Yale

Concrete / Sand / Glass / Aisle





How doers get more done.

6601 NORTH EAST ANDRESEN ROAD  
VANCOUVER, WA 98665 (360)253-3993

4718 06004 01000 10/05/21 08:53 AM  
SALE CASHIER PATRICIA

096037157404 MELAMINE <A> 38.55  
 3/4"X23-3/4"X8' WHI MELAMINE SHELUNG  
 096037157350 11 3/4X96 WM <A>  
 3/4"X11-3/4"X8' WHI MELAMINE SHELUNG  
 2017.11 34.22  
 071798005331 SFTPB24"BD <A> 16.78  
 BULLDOZER 24" SOFT PUSHBROOM  
 030699180462 10PC HOOK <A> 7.97  
 10PC STORAGE HOOK VALVE PACK  
 030699152551 SHELF BRKT <A>  
 SHELF BRACKET LD 12" X 14" WH  
 703.34 23.38  
 030699152544 SHELF BRKT <A>  
 SHELF BRACKET LD 10" X 12" WH  
 1102.81 30.91  
 030699180448 SUPER HOOK <A> 7.48  
 EVERBILT HVY DUTY DOUBLE ARM HANGER

SUBTOTAL 159.29  
 SALES TAX 13.54  
 TOTAL \$172.83

XXXXXXXXXX [REDACTED] HOME DEPOT  
 AUTH CODE 005082/4044934 USD\$ 172.83 TA

FORT VANCOUVER REGIO  
 KLEMENT SETH M  
 Chip Read  
 AID A0000000049999ER3400305 THD PLCC PROX

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-### 5000 SUMMARY  
 THIS RECEIPT PO/JOB NAME: VALE

2021 PRO XTRA SPEND 10/04: \$9,394.59  
 INCLUDES:  
 2021 PROXTRA SAVINGS 10/04: \$289.99

Get the CREDIT LINE your business needs  
 with The Home Depot Commercial Credit.  
 Apply and SAVE UP TO \$100  
 on your first purchase.  
 Learn more: homedepot.com/credit

4718 10/05/21 08:53 AM



4718 04 01000 10/05/2021 4879

RETURN POLICY DEFINITIONS  
 POLICY ID: DAYS POLICY EXPIRES ON  
 A 11 365 10/05/2022

DID WE NAIL IT?

Take a short survey for a chance TO WIN  
 A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: HTK 7007 2293  
 PASSWORD: 21505 2289

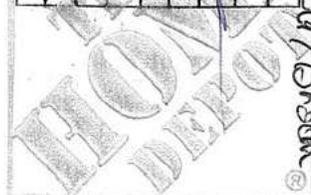
Receipt must be completed within 14 days  
 of purchase. Entrants must be 18 or



007101028503109	Amount	172.83
	Director's Signature	[Signature]
	Date:	10/06/2021
	Date:	10/08/2021
	Approved by:	IM
	Approved by:	577

Yale

Statement for Community Rev. Christ/Brown



10

Date:	Rec'd by:
Date:	Aprvd by:
Directors Signature:	
Budget number	Amo:

Date:	Rec'd by:
Date: 11/05/2021	Aprvd by: J.M.
Directors Signature:	
Budget number	Amount 37.77
007 101.028	50.3103
Yate	

10

# True Value.

WOODLAND TRUE VALUE HARDWARE  
 218 Davidson Ave / PO Box 160  
 Woodland, WA 98674  
 1-360-225-8331

Transaction#: B248659  
 Associate: DI  
 Date: 10/29/2021 Time: 10:50:38 AM

Due Date: 11/20/2021

\*\*\* SALE \*\*\*

Bill To:  
 Customer # 66  
 FORT VANCOUVER REGIONAL LIBRAR  
 1007 E. MILL PLAIN BLVD.  
 VANCOUVER, WA 98663

60LB Concrete Mix  
 233049  
 5.00 PALLT @ \$4.99 T \$24.95

Subtotal: \$24.95  
 7.9% State Tax: \$1.98  
 TOTAL: \$26.93

INVOICE: \$26.93  
 CHANGE: \$0.00

A Finance Charge of 1.5% per month  
 applies to all past due invoices

(X) \_\_\_\_\_  
 Authorized Signature

Thank You!  
 ALL RETURNS MUST HAVE RECEIPT  
 RAIN CHK RETURNS 12 DAYS OR LESS

*Yale*

*Converset Shop Yale*

Date: 11/11/2021	Rec'd by: <i>SM</i>
Date: 11/01/2021	App'd by: <i>SM</i>
Directors Signature: <i>JM</i>	Amount: <i>26.93</i>
Budget number	
007 001 028 50 3103	



Jacques Pajot

174/100

Mary to Pajot



Jacques Pégibet

194/100

Mary E. Pégibet

## 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.*