



AGENDA FOR PUBLIC MEETING

DATE: Monday, November 18, 2024 at 6:00 pm
LOCATION: In Person: Woodland Community Library;
411 Lakeshore Dr, Woodland, WA 98674
Virtual: Zoom Link <https://us02web.zoom.us/j/3852820936>
Meeting ID: 385 282 0936 Passcode: 070150

- 1. **Call to Order**
- 2. **Agenda Approval** ACTION
- 3. **Chair Announcements** INFORMATION
- 4. **Public Comments (limit 2 minutes each)**
- 5. **Consent Agenda** ACTION
 - a. Approval of October 21, 2024 Regular Meeting Minutes
 - b. Approval of claims – October 2024
- 6. **Reports**
 - 6.1 FVRL Organizational Report: Alicia Gomori, Jennifer Giltrop INFORMATION
 - 6.2 Woodland Community Library Report: Jennifer Hauan INFORMATION
 - 6.3 Financial Statements, September 2024: Catrina Galicz ACTION
- 7. **Business**
 - 7.1 **Facilities and Finance Committee**
 - 2025 Budget (2nd Reading): Catrina Galicz, Jennifer Giltrop INFORMATION
 - 2025 Property Tax Levy– Public Hearing
 - Resolution 2024-10: 2025 Property Tax Levy Adoption ACTION
 - Levy Lid-Lift: Jennifer Giltrop INFORMATION
 - 7.2 2025 FVRL Board Meeting Schedule ACTION
- 8. **Executive Session: RCW 42.30.110(1) Personnel and RCW 42.30.410 (4b) Collective Bargaining**
- 9. **Board Comments** INFORMATION
- 10. **Setting for next regular meeting:** Monday, December 16 at 6:00 PM at Vancouver Community Library/Zoom
- 11. **Adjournment**

2018 Grand Blvd, Vancouver Washington 98661 • 360-906-5000 • fvrl.org

Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



Board of Trustees Meeting Minutes

October 21, 2024 – 6:00 PM Regular Meeting
Ridgefield Community Library
210 North Main Avenue
Ridgefield, WA
Alene Wodaage Community Room
Hybrid/In-Person

Kristy Morgan, *Chair*, Clark County At-Large
Olga Hodges, *Vice Chair*, Klickitat County
Marie Coffey, *Secretary*, Clark County At-Large
Mary Ann Duncan-Cole, Skamania County
Mary Williams, City of Vancouver
Vacant Seat, City of Vancouver
Vacant Seat, Clark County At-Large

Present Board: Kristy Morgan, Olga Hodges (virtual), Marie Coffey, Mary Ann Duncan-Cole, Mary Williams

Absent:

Present Staff: Jennifer Giltrop, Executive Director; Alicia Gomori, Deputy Director; Justin Keeler, Outreach and Community Partnerships Director; Sean McGill, Branch Manager; Catrina Galicz, Finance Director; Andrea Scherer, Human Resources Director; Miranda Holtmann, Executive Assistant

Remote Access: <https://us02web.zoom.us/j/3852820936> • Meeting ID: 385 282 0936 • Passcode: 070150 • Phone Access 206-337-9723

Fort Vancouver Regional Library Business Meeting Minutes

AGENDA:

1. **CALL TO ORDER** - Chair Kristy Morgan called the meeting to order at 6:00 p.m.
2. **CHAIR ANNOUNCEMENTS** – the chair had no announcements and moved to the next item of business.
3. **AGENDA APPROVAL** – At 6:00 p.m. Mary Ann Duncan-Cole made a motion to approve the agenda. Marie Coffey seconded. Motion approved with 5 out of 5 votes.
4. **PUBLIC COMMENTS** – At 6:00 p.m. public comments began with the following speakers:
Katherine Gardner of Vancouver made a public comment about intellectual freedom.
Emily Losness of Vancouver made a public comment about equity and diversity.
Jude Jacobs of Vancouver made a public comment about equity and diversity.
Quill Onstead of Portland made a public comment about drag queen story hour.
Tim Dawdy of Ridgefield made a public comment about FVRL.
Gary Wilson of Clark County made a public comment to thank the board for their service and service to children.
5. **APPROVAL OF CONSENT AGENDA ITEMS**– At 6:12 p.m. Mary Williams made a motion to approve the Consent Agenda which included the minutes of the September 21, 2024 meetings. Mary Ann Duncan-Cole seconded. Motion approved with 5 out of 5 votes.
6. **REPORTS**
 - 6.1. **ORGANIZATIONAL REPORT** – At 6: 12 p.m. Alicia Gomori started the organizational report by introducing Greg Raquer the new Safety and Security Manager. Greg will oversee the security guards at Vancouver and Cascade Park and will build an infrastructure of protocols around safety and security across the district. Greg Raquer provided information on his background and fielded questions from the trustees. Gomori and Jennifer Giltrop provided the following highlights of the report:

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- Battle Ground hosted 60 first graders, teachers and parents from Yacolt who learned about library resources and signed up for library cards.
- Cascade Park tabled at the Peace and Justice Fair, the Veterans Stand Down event, and at Fred Meyer for community outreach.
- Goldendale presented at Centerville School's teachers meeting on resources available at the library for teachers and students.
- Following a nomination from the branch manager, the Stevenson Carson School District was awarded free books from the Washington Rural Library Project.
- The Vancouver branch is partnering with Goodwill to offer ESL classes and citizenship classes which continue to be well attended.
- Vancouver Mall participated with a table at CouveCon, a mall-wide pop culture event.
- The Foundation held the 2024 Authors & Illustrators Dinner, which was a successful event. The proceeds are still being calculated from that event.
- September was Library Card Holder Month. The district is at 29% of resident hold library cards. The district's target goal is to reach 32% (a growth of 3%) by the end of December.
- The Woodland Grand Opening was held on October 12 with almost 600 people attending the event. The branch is welcoming about 175 people per day.

6.2. BRANCH REPORT: RIDGEFIELD COMMUNITY LIBRARY – At 6:24 p.m. Sean McGill provided an update on library activities around the Ridgefield Community Library.

Library Staff; McGill highlighted the jobs and talents of branch staff.

Programing; Storytime, Music & Movement, bilingual Storytime, Clark Cowlitz Fire Rescue Storytime in the spring, Build It! English Conversation Circle, Community Builds Program. Ridgefield had the most entries submitted for the 2024 Bookmark Contest with over 1300 submissions, each of which were proudly displayed.

Summer at your Library; about 1200 "Bloop" craft kits provided to kids, yellow submarine display endured vigorous play but lasted the whole summer, window painting contest.

Community Engagement; YMCA partnership provided lunch at Davis Park to low-income children, the library provided crafts. The Y provides an instructor for a weekly Gentle Strength and Stretch program for active seniors. Monthly homeschool meet up. The library hosted a Community Resources Fair in August.

Outreach; National Night Out, the Back-to-School Bash, the Multicultural Festival, Trunk or Treat. The library is going to start visiting Compassion 360 regularly, a non-profit that supports families with food and clothing. Also, the library does outreach at the Early Learning Center in Ridgefield.

Friends of Ridgefield Community Libraries; National Night out, Trunk or Treat, reading to students at South Ridge and Union Ridge elementaries. Storybook Adventures, an event which will include seven activity stations for kids all book-themed, to take place in July 2025.

6.3. FINANCIAL STATEMENTS AND HIGHLIGHTS – At 6:37 p.m. of the recording Catrina Galicz provided the financial statement highlights for the month ending August 2024.

August Statement of Cash: The cash balance at the beginning of year was just over \$19 million and as of the end of August is \$15.6 million, a decrease of \$3.4 million. This was expected on account of the Woodland Project which had earmarked reserves to spend down for that project. Catrina Galicz noted a \$167,418 adjustment for accrued expenditures. These are expenditures that are anticipated but have not paid out due to state requirements that to be met before releasing the payments.

August Statement of Revenue: Operating revenue is at 63% of the expected 67% year-to-date budget. The contract with Yale was received at 44% in August. Interest revenue and E-Rate revenues both trended above expectation.

Mary Anne Duncan Cole asked for clarification of what E-Rate revenues are. Jennifer Giltrop answered that E-Rate is bundled through the taxes you pay on your phone bill. E-Rate, also known as the Universal Services

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Programming provides a percentage of which goes to schools and libraries to offset costs of internet and telecommunications.

August Statement of Expenses: All operating costs are under the year-to-date percent of the 67% of revenue. Personnel costs are at 59%, driven by vacancies and general turnover. The other categories are also trending below that 67% due to strong budget management, fiscal mindfulness and timing of expenditures. Capital outlay is trending above that 67% at 77.99% due to the timing of the Woodland project.

RECEIVE AND FILE AUGUST FINANCIAL STATEMENTS – At 6:44 p.m. Mary Williams made a motion to approve receiving and filing the August financial statements. Mary Ann Duncan Cole seconded. Motion approved with 5 out of 5 votes.

7. BUSINESS

7.1. FACILITIES AND FINANCE COMMITTEE

2025 Budget (1st Reading) – At 6:45 p.m. of the recording Jennifer Giltrop and Catrina Galicz presented on the first read of the 2025 budget. Giltrop opened by giving the timeline for the budget approval process. This will be the first read of the budget. The November meeting will hold a second reading with a levy rate certification as well as a public hearing. The budget will be on the December agenda for a vote.

Catrina Galicz provided an overview of the revenue budget. Property taxes make up 93% of annual revenues and revenues can only be increased 1%. What will be seen over the course of this budget review is that expenditures are increasing at a rate that outpaces revenue based on that 1%. The revenue budget assumes an operating revenue increase of approximately 2% of 2024 which excludes the impact of one-time Woodland Project associated revenues from the Foundation and Woodland Friends of the Library. The budget also displays just over a \$3.2 million use of reserves anticipated to bridge the gap between the revenues coming in and the expenditures anticipated. Jennifer Giltrop noted that the spending from reserves is in order to continue the same level of service across the district, while revenue is no longer keeping paces with expenses.

Catrina Galicz provided an overview of the expense budget. Budgeted reserves use in 2025 would fund technology needs, all of the district capital (maintenance and repair of existing buildings), and a portion of salaries and benefits. Overall operating budget increasing by 6% which is conservative. Personnel budget increasing by 7%. There is \$1.3 million budgeted for capital outlay for general maintenance and care of owned and non-owned building. A large portion of that has been earmarked for the Vancouver Library's deck which needs to be replaced.

Kristy Morgan asked why the Vancouver deck was determined as important to be done. Giltrop answered that the focus was on safety or systems that need to be replaced. She added that projects not included in this budget to be funded, could be put back in the budget if the revenue were to turn out better than anticipated.

Mary Ann Duncan-Cole asked if there was a difference in those decisions between buildings owned versus buildings not owned. Jennifer Giltrop noted that the library will uphold what is spelled out in the lease agreements in non-owned buildings and will balance financial accountability with the urgency to keep the buildings functioning for staff and patrons.

Catrina Galicz presented on the reserves budget for 2025. While 2025 will start by meeting the 90-day reserves target, by the end of the year the reserves will fall short of that target.



Jennifer Giltrop provided some contextual information about the Washougal Library funds in the reserves budget that was in the 2024 budget and will be carried over into the 2025 budget. Giltrop outlined that there are two goals informing decisions regarding the budget; 1) to keep the same level of service through 2025 and 2) to maintain facilities. Giltrop expressed that the most important take-away from this budget is that after the end of the year, as reserves are used, the district no longer meet the 90-day target of its fiscal management policy.

Catrina Galicz presented the 5-year projection 2025 – 2030. Going into 2026, the district will meet the 60-day test but not the 90-day test. In 2027, with no changes based on current known increases, the district would not pass either the 60- or 90-day test and will quickly operate at a deficit based on current known levels of 1% revenue increase and inflationary increases to expenditures. Jennifer Giltrop noted that the 5-year projection does not include any expenditures on repair and maintenance beyond 2025. In 2024 the district is currently collecting 27 cents per 1,000 of assessed value and the capacity is 50 cents per thousand. So, there is a gap between the District’s capacity and statutory limit and what the District is able to levy with voter approval, as discussed at the board retreat.

Kristy Morgan asked when discussions of a levy lid lift would begin. Jennifer Giltrop replied that discussions will begin at the November meeting.

8. BOARD COMMENT - at 7:17 p.m. of the recording the chair opened the floor for any board comments.

Mary Williams commented that with such a big and complicated district, Catrina Galicz’s work and spreadsheets make it easy to understand, which is not a small task.

Mary Ann Duncan-Cole asked if there was not an anticipation of big growth in terms of property value increases. Jennifer Giltrop noted that a certain level of growth can be anticipated but, as the district has a stance of conservative budgeting, it will not project what that growth will be.

9. Setting for next regular meeting: Monday, November 18 at 6:00 p.m. at Woodland Community Library. It will be a hybrid (in-person/online) meeting.

10. ADJOURNMENT – At 7:19 p.m. Motion to adjourn moved by Mary Williams and seconded by Mary Ann Duncan-Cole.

FORT VANCOUVER REGIONAL LIBRARY DISTRICT

Approval of Claims

As of

November 18, 2024

As required by RCW 42.24.080 and RCW 42.24.090, vouchers audited and certified by the Auditing Officer of the Fort Vancouver Regional Library District and those expense reimbursement claims which have been certified as required, have been recorded on a list and made available to the Board of Directors for approval.

As of this date, November 18, 2024, The Board of Directors, by a _____
 vote does approve for payment the following vouchers, warrants, voids, and electronic transfers issued

October 1, 2024 through October 31, 2024

Accounts Payable Warrants Issued	Numbers	<u>120511</u>	Through	<u>120681</u>	<u>\$ 1,235,677.01</u>
Accounts Payable EFT Payments		<u>EFT02253</u>	Through	<u>EFT02287</u>	<u>\$ 101,901.68</u>
Accounts Payable Voids	Numbers	<u>120533 & 120590</u>			<u>(\$ 445.72)</u>
Subtotal FVRL General Fund Warrants, EFTS, Voids					<u>\$ 1,337,132.97</u>
Payroll Electronic Fund Transfers	Numbers	<u>20241010</u>	Through	<u>20241025</u>	<u>\$ 1,045,235.55</u>

Other Electronic Fund Transfers Completed

<i>Vendor</i>	<i>Date</i>	<i>Amount</i>	
ADP Payroll Fees	10/25/2024	\$4,877.22	
WA L&I	10/30/2024	\$29,741.56	
Endicia	10/29/2024	\$8,000.00	
Kaiser HSA	10/30/2024	\$15,844.00	
Kaiser HSA Fees	10/30/2024	\$55.25	
WA DOR - Sales/Use Tax	10/23/2024	\$1,715.47	
WA DRS - DCP	10/10/2024	\$4,407.35	
WA DRS - DCP	10/25/2024	\$4,233.09	
WA DRS - PERS	10/10/2024	\$83,748.61	
WA DRS - PERS	10/25/2024	\$84,675.62	
Employment Security Dpt	10/31/2024	5,322.08	
FNBO VISA	10/7/2024	14,802.65	
			<u>\$257,422.90</u>

Total Transactions for Approval \$ 2,639,791.42



 DISTRICT LIBRARY - EXECUTIVE DIRECTOR



 DISTRICT LIBRARY - AUDITING BOARD TRUSTEE

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ACTI0002	Payment	10/4/2024	120511	ACTION TECHNOLOGY SYSTEMS	\$ 325.78
AFSC0001	Payment	10/4/2024	120512	AFSCME	2,723.98
AMAZ0001	Payment	10/4/2024	120513	AMAZON.COM CREDIT	170.74
AT&T0001	Payment	10/4/2024	120514	AT & T	51.39
BAKE0002	Payment	10/4/2024	120515	BAKER & TAYLOR	6,882.06
BAKE0003	Payment	10/4/2024	120516	BAKER & TAYLOR, INC	18.23
CENT0001	Payment	10/4/2024	120517	CENTER POINT PUBLISHING	438.66
CITY0005	Payment	10/4/2024	120518	CITY OF NORTH BONNEVILLE	240.00
CLAR0004	Payment	10/4/2024	120519	CLARK PUD	3,363.64
CLEA0007	Payment	10/4/2024	120520	CLEAN WORLD MAINT-WS	420.24
CLEA0010	Payment	10/4/2024	120521	CLEAN WORLD MAINT-WA	77.25
CLEA0020	Payment	10/4/2024	120522	CLEAN WORLD MAIN - CP	437.75
CLEV0005	Payment	10/4/2024	120523	CLEVERBRIDGE	2,856.64
COMP0006	Payment	10/4/2024	120524	COMPRISE TECHNOLOGIES, INC	9,420.00
COPY0002	Payment	10/4/2024	120525	COPY EXPRESS	53.67
CROS0002	Payment	10/4/2024	120526	CHARLES CROSMAN	125.00
DEMC0001	Payment	10/4/2024	120527	DEMCO	4,816.01
EDNE0002	Payment	10/4/2024	120528	EDNETICS INC	262.97
EMBA0001	Payment	10/4/2024	120529	CENTURYLINK formerly Embarq	842.58
EVER0009	Payment	10/4/2024	120530	EVERON, LLC	3,998.40
FIND0001	Payment	10/4/2024	120531	PLAYAWAY PRODUCTS, LLC	810.73
FORT0002	Payment	10/4/2024	120532	FVRL FOUNDATION	20.00
FREN0003	Payment	10/4/2024	120533	FRENCH BOOKS ONLINE LLC	46.97
GALE0002	Payment	10/4/2024	120534	GALE GROUP	994.45
GOLD0003	Payment	10/4/2024	120535	CITY OF GOLDENDALE	529.83
GOLD0014	Payment	10/4/2024	120536	GOLDENDALE TIRE CENTER	2,551.60
H2OR0001	Payment	10/4/2024	120537	H2OREGON	39.71
HARR0001	Payment	10/4/2024	120538	HARRYS KEY SERVICE, INC.	202.84
HON0001	Payment	10/4/2024	120539	THE HON COMPANY	8,352.66
ICMA0001	Payment	10/4/2024	120540	ICMA RETIREMENT CORPORATION	6,999.14
INGR0001	Payment	10/4/2024	120541	INGRAM	40,109.33
ITHA0001	Payment	10/4/2024	120542	ITHAKA	1,600.00
KANO0001	Payment	10/4/2024	120543	KANOPY LLC	7,649.00
KINO0001	Payment	10/4/2024	120544	KINOKUNIYA BOOKSTORES OF AMERICA	46.39
KLIC0002	Payment	10/4/2024	120545	KLICKITAT COUNTY PUD	1,501.22
LAZE0004	Payment	10/4/2024	120546	GISI MARKETING GROUP	403.64
LIBR0016	Payment	10/4/2024	120547	LIBRARY IDEAS LLC	68,000.00
MANA0003	Payment	10/4/2024	120548	THE MANAGEMENT GROUP, INC.	1,646.65

MIDW0001	Payment	10/4/2024	120549	MIDWEST LIBRARY SERVICE	167.01
MIDW0002	Payment	10/4/2024	120550	MIDWEST TAPE	10,480.82
MITC0008	Payment	10/4/2024	120551	MITCHELL, AMBER	23.45
MORG0004	Payment	10/4/2024	120552	MORGAN, KRISTINA	9.38
MULT0001	Payment	10/4/2024	120553	MULTI-CULTURAL BOOKS & VIDEOS	69.80
NAPA0001	Payment	10/4/2024	120554	NAPA GENUINE PARTS (CORP)	131.60
NATI0032	Payment	10/4/2024	120555	NATIONWIDE PREMIUM HOLDING	283.63
NORT0005	Payment	10/4/2024	120556	NORTHWEST NATURAL GAS COMPANY	147.05
OETC0001	Payment	10/4/2024	120557	OETC	8,842.73
OFFI0001	Payment	10/4/2024	120558	OFFICE DEPOT CARD PLAN	749.01
OFFI0013	Payment	10/4/2024	120559	OFFICE INTERIOR CONCEPTS	7,900.01
OREG0043	Payment	10/4/2024	120560	OREGON ELECTRIC GROUP	2,901.66
OVER0004	Payment	10/4/2024	120561	OVERDRIVE	29,188.70
PAIG0001	Payment	10/4/2024	120562	PAIGE COMPANY CONTAINERS, INC	3,609.00
PARK0008	Payment	10/4/2024	120563	PARKROSE HARDWARE/BLUE TARP	175.21
PROQ0001	Payment	10/4/2024	120564	PROQUEST	15,828.62
ROBE0013	Payment	10/4/2024	120565	ROBERT HALF FINANCE & ACCOUNTING	14,164.29
SIRS0004	Payment	10/4/2024	120566	SIRSIDYNIX TECHNOLOGY CENTER	287,430.57
SKAM0001	Payment	10/4/2024	120567	SKAMANIA COUNTY PUD #1	449.39
STEV0001	Payment	10/4/2024	120568	CITY OF STEVENSON	518.74
SWIF0002	Payment	10/4/2024	120569	SWIFTSURE ENERGY SERVICES LLC	1,250.00
THOM0015	Payment	10/4/2024	120570	THOMSON REUTERS-WEST PUBLISHING CORP	478.29
TOWN0007	Payment	10/4/2024	120571	THE TOWN OF YACOLT	790.70
TOYO0001	Payment	10/4/2024	120572	VANCOUVER TOYOTA	211.78
TRAN0007	Payment	10/4/2024	120573	TRANS 360, INC	7,396.02
TSAI0001	Payment	10/4/2024	120574	TSAI FONG BOOKS, INC	208.49
ULIN0001	Payment	10/4/2024	120575	ULINE	156.53
UNIQ0002	Payment	10/4/2024	120576	UNIQUE MANAGEMENT SERVICES INC	4,448.15
USAM0002	Payment	10/4/2024	120577	USA MECHANICAL	2,369.66
VANC0001	Payment	10/4/2024	120578	CITY OF VANCOUVER UTILITIES	3,402.00
VANC0008	Payment	10/4/2024	120579	CITY OF VANCOUVER	1,866.94
VASH0001	Payment	10/4/2024	120580	VASHA-KNIGA.COM	21.95
VERI0002	Payment	10/4/2024	120581	VERIZON	762.72
WALT0001	Payment	10/4/2024	120582	WALTER E NELSON COMPANY	1,451.29
WHIT0001	Payment	10/4/2024	120583	CITY OF WHITE SALMON	180.70
WOOD0001	Payment	10/4/2024	120584	CITY OF WOODLAND	4,829.18
WOOD0027	Payment	10/4/2024	120585	CITY OF WOODLAND - PERMITS	504.00
WORL0001	Payment	10/4/2024	120586	WORLD BOOK INC	11,242.00
KAIS0001	Payment	10/7/2024	120587	KAISER FOUNDATION HEALTH PLAN	238,769.99

UNUM0002	Payment	10/7/2024	120588	UNUM LIFE INS CO OF AMERICA	14,987.68
AMER0031	Payment	10/18/2024	120589	AMERICAN SOCIETY OF COMPOSERS, AUTHORS AND PUBLISHERS	154.71
AT&T0003	Payment	10/18/2024	120590	AT&T MOBILITY	398.75
BAKE0002	Payment	10/18/2024	120591	BAKER & TAYLOR	7,170.42
BATT0001	Payment	10/18/2024	120592	CITY OF BATTLE GROUND	1,240.70
CBMS0001	Payment	10/18/2024	120593	CBM SYSTEMS LLC - LC	1,039.11
CBMS0002	Payment	10/18/2024	120594	CBM SYSTEMS LLC - RI	2,376.17
CBMS0003	Payment	10/18/2024	120595	CBM SYSTEMS LLC - ST	1,072.14
CBMS0004	Payment	10/18/2024	120596	CBM SYSTEMS LLC - VM	1,387.14
CBMS0005	Payment	10/18/2024	120597	CBM SYSTEMS LLC - YAC	457.03
CBMS0006	Payment	10/18/2024	120598	CBM SYSTEMS LLC - YAL	1,268.75
CENT0009	Payment	10/18/2024	120599	CENTURY LINK	70.72
CHIC0004	Payment	10/18/2024	120600	CHICAGO DISTRIBUTION CENTER	117.12
CITG0002	Payment	10/18/2024	120601	CIT GROUP- DW LEASE	16,539.54
CLAR0004	Payment	10/18/2024	120602	CLARK PUD	14,003.18
CLAR0026	Payment	10/18/2024	120603	CLARK REG WASTEWTR	98.26
CLEA0007	Payment	10/18/2024	120604	CLEAN WORLD MAINT-WS	1,943.61
CLEA0009	Payment	10/18/2024	120605	CLEAN WORLD MAINT- WD	880.00
CLEA0010	Payment	10/18/2024	120606	CLEAN WORLD MAINT-WA	326.51
CLEA0011	Payment	10/18/2024	120607	CLEAN WORLD MAINT-BG	3,832.63
CLEA0013	Payment	10/18/2024	120608	CLEAN WORLD MAINT - HQ	4,386.77
CLEA0017	Payment	10/18/2024	120609	CLEAN WORLD MAINT - TC	2,832.50
CLEA0018	Payment	10/18/2024	120610	CLEAN WORLD MAINT - VA	34,636.84
CLEA0020	Payment	10/18/2024	120611	CLEAN WORLD MAIN - CP	4,979.64
CODE0002	Payment	10/18/2024	120612	CODE 3 TRAINING	600.00
COLU0003	Payment	10/18/2024	120613	COLUMBIA RESOURCE COMPANY	462.68
COLU0005	Payment	10/18/2024	120614	COLUMBIAN	1,400.00
COLU0024	Payment	10/18/2024	120615	COLUMBIA LANGUAGE SERVICES	320.00
COLU0032	Payment	10/18/2024	120616	COLUMBIA RIVER DISPOSAL	86.62
COPY0002	Payment	10/18/2024	120617	COPY EXPRESS	2,283.21
COWL0001	Payment	10/18/2024	120618	COWLITZ COUNTY PUD	414.86
DELT0001	Payment	10/18/2024	120619	DELTA AV	10,140.62
EMBA0001	Payment	10/18/2024	120620	CENTURYLINK formerly Embarq	481.18
FERG0001	Payment	10/18/2024	120621	FERGUSON ENTERPRISES, INC #3007	17.07
FIND0001	Payment	10/18/2024	120622	PLAYAWAY PRODUCTS, LLC	580.26
FIRE0003	Payment	10/18/2024	120623	FIRE SYSTEMS WEST, INC.	123.92
GALE0002	Payment	10/18/2024	120624	GALE GROUP	7,960.10
GARV0002	Payment	10/18/2024	120625	EILEEN GARVIN	500.00
GBMA0001	Payment	10/18/2024	120626	GB MANCHESTER CORPORATION	1,118.33

GOLD0003	Payment	10/18/2024	120627	CITY OF GOLDENDALE	508.24
GROO0003	Payment	10/18/2024	120628	GRO OUTDOOR LIVING	2,387.49
H2OR0001	Payment	10/18/2024	120629	H2OREGON	7.55
HACK0003	Payment	10/18/2024	120630	HACKER	2,181.50
HOME0001	Payment	10/18/2024	120631	HOME DEPOT CREDIT SERVICES	1,315.34
ICMA0001	Payment	10/18/2024	120632	ICMA RETIREMENT CORPORATION	7,209.04
INGR0001	Payment	10/18/2024	120633	INGRAM	56,049.85
KETE0001	Payment	10/18/2024	120634	KETER ENVIRONMENTAL SERVICES INC	101.63
KLIC005	Payment	10/18/2024	120635	KLICKITAT COUNTY ER&R DEPT.	280.78
KRUM0002	Payment	10/18/2024	120636	KRUMHAUER, MACKENZIE	800.00
LACE0003	Payment	10/18/2024	120637	CITY OF LA CENTER	76.60
LESS0001	Payment	10/18/2024	120638	LES SCHWAB TIRE CENTER	64.74
MARZ0002	Payment	10/18/2024	120639	MARZLUFF, JOHN M	500.00
MIDW0001	Payment	10/18/2024	120640	MIDWEST LIBRARY SERVICE	109.73
MIDW0002	Payment	10/18/2024	120641	MIDWEST TAPE	15,997.39
NAPA0001	Payment	10/18/2024	120642	NAPA GENUINE PARTS (CORP)	27.12
NORT0005	Payment	10/18/2024	120643	NORTHWEST NATURAL GAS COMPANY	3,145.90
OETC0001	Payment	10/18/2024	120644	OETC	2,627.62
OFFI0013	Payment	10/18/2024	120645	OFFICE INTERIOR CONCEPTS	7,179.64
OVER0004	Payment	10/18/2024	120646	OVERDRIVE	73,837.48
PANT0001	Payment	10/18/2024	120647	PANTHEON SYSTEMS, INC.	10,589.40
PLAT0001	Payment	10/18/2024	120648	PLATT ELECTRIC SUPPLY	217.51
QWES0001	Payment	10/18/2024	120649	CENTURY LINK formerly Qwest	2,008.73
REFL0001	Payment	10/18/2024	120650	REFLECTOR	500.00
REPU0001	Payment	10/18/2024	120651	REPUBLIC SERVICES #487	140.40
ROBE0013	Payment	10/18/2024	120652	ROBERT HALF FINANCE & ACCOUNTING	10,800.00
RODD0001	Payment	10/18/2024	120653	RODDA PAINT CO	106.94
ROSE0011	Payment	10/18/2024	120654	ROSE CITY UPHOLSTERY	1,320.70
SHUR0001	Payment	10/18/2024	120655	SHUR-WAY BUILDING CENTERS	17.27
SKAM0002	Payment	10/18/2024	120656	SKAMANIA COUNTY PIONEER	114.00
SMAR0005	Payment	10/18/2024	120657	SMARSH	4,367.73
SOHA0001	Payment	10/18/2024	120658	SOHA SIGN CO INC	478.28
STAN0013	Payment	10/18/2024	120659	STANLEY CONVERGENT SECURITY SOLUTIONS, INC.	37.95
STER0002	Payment	10/18/2024	120660	STERICYCLE, INC	20.72
STEV0001	Payment	10/18/2024	120661	CITY OF STEVENSON	518.74
SWIN0001	Payment	10/18/2024	120662	SWINGRUBER, JURINDA	62.98
TECT0001	Payment	10/18/2024	120663	ENAVATE MANAGED SERVICES, INC	489.15
THRI0001	Payment	10/18/2024	120664	THRIVE2SURVIVE	50.00
THYS0001	Payment	10/18/2024	120665	THYSSENKRUPP ELEVATOR CORP	2,112.37

TODA0001	Payment	10/18/2024	120666	TODAY'S BUSINESS SOLUTIONS, INC.	18,480.00
ULIN0001	Payment	10/18/2024	120667	ULINE	2,007.75
UNIQ0002	Payment	10/18/2024	120668	UNIQUE MANAGEMENT SERVICES INC	3,096.70
VANC0026	Payment	10/18/2024	120669	VANCOUVER FAMILY MAGAZINE	685.00
VERI0004	Payment	10/18/2024	120670	STERLING VOLUNTEERS	287.39
WALT0001	Payment	10/18/2024	120671	WALTER E NELSON COMPANY	2,963.82
WAST0001	Payment	10/18/2024	120672	WASTE CONNECTIONS INC	4,920.30
WAVE0001	Payment	10/18/2024	120673	ASTOUND BROADBAND POWERED BY WAVE	5,418.63
WEIS0001	Payment	10/18/2024	120674	WEISS RATINGS INC	514.05
WHEE0006	Payment	10/18/2024	120675	WHEELERCREEK STUDIO INC.	240.00
ZAYO0001	Payment	10/18/2024	120676	ZAYO GROUP, LLC	3,210.64
ZIPL0001	Payment	10/18/2024	120677	ZIPLY FIBER	253.24
ZZZZ0361	Payment	10/18/2024	120678	LOUNSBURY, STEVEN	25.00
ZZZZ0449	Payment	10/18/2024	120679	NYKYFORETS, MARINA	35.00
ZZZZ0450	Payment	10/18/2024	120680	MASSIE, KIMBERLY	25.00
ZZZZ0451	Payment	10/18/2024	120681	GRAY, PATRICIA	25.00
				Subtotal Warrants	\$ 1,235,677.01

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ASHB0002	Payment	10/4/2024	EFT02253	ASHBOURNE FILMS, LLC	\$ 600.00
CHIP0002	Payment	10/4/2024	EFT02254	CHIPMAN, BONNY	600.00
COFF0002	Payment	10/4/2024	EFT02255	MARIE COFFEY	17.42
GARR0004	Payment	10/4/2024	EFT02256	GARRISON, DAVID	15.75
GETP0001	Payment	10/4/2024	EFT02257	GET PROGRAM	472.32
HODG0002	Payment	10/4/2024	EFT02258	HODGES, OLGA	261.88
HOPP0001	Payment	10/4/2024	EFT02259	HOPPUS, KIMBERLY	75.00
KATH0001	Payment	10/4/2024	EFT02260	KATHY'S JANITORIAL - KATHLEEN L WHITNER	1,632.00
NORT0056	Payment	10/4/2024	EFT02261	NORTH PACIFIC MANAGEMENT	12,520.00
PARS0005	Payment	10/4/2024	EFT02262	PARSONS, JESSICA	24.00
SHRE0001	Payment	10/4/2024	EFT02263	SHRED NORTHWEST, LLC	130.44
STOE0001	Payment	10/4/2024	EFT02264	STOEL RIVES LLP	18,269.00
VANC0035	Payment	10/4/2024	EFT02265	VANCOUVER SCORE CHAPTER 0566	900.00
WEST0004	Payment	10/4/2024	EFT02266	US CENTENNIAL VANCOUVER MALL LLC	9,732.18
WPEA0001	Payment	10/4/2024	EFT02267	WPEA	2,789.35
WPEA0003	Payment	10/4/2024	EFT02268	WPEA UFCW	2,085.20
ALLE0011	Payment	10/9/2024	EFT02269	ALLEGIANCE BENEFIT PLAN MGMT - CONTR	2,851.68
ALLE0014	Payment	10/9/2024	EFT02270	ALLEGIANCE BENEFIT PLAN MGMT - FEES	110.50
CASC0010	Payment	10/9/2024	EFT02271	CANOPY	530.00
ALLE0015	Payment	10/18/2024	EFT02272	ALLEGIANCE COBRA SERVICES INC	95.50
CHRI0011	Payment	10/18/2024	EFT02273	CHRISTIE, HOLLAND	30.00
CLOH0001	Payment	10/18/2024	EFT02274	CLOHESSY, THERESA	1,174.41
CLOU0001	Payment	10/18/2024	EFT02275	66 DEGREES, LLC	309.80
GETP0001	Payment	10/18/2024	EFT02276	GET PROGRAM	472.32
HERM0004	Payment	10/18/2024	EFT02277	PACIFICWRO	1,956.35
LFI00001	Payment	10/18/2024	EFT02278	LIBRARY FURNITURE INTERNATIONAL	14,222.00
NICH0005	Payment	10/18/2024	EFT02279	NICHOLS, KATHLEEN FRANCES	200.00
NOBA0001	Payment	10/18/2024	EFT02280	NOBARA, AINSLEY	144.81
PERR0003	Payment	10/18/2024	EFT02281	PERRY, JON	36.00
SHRE0001	Payment	10/18/2024	EFT02282	SHRED NORTHWEST, LLC	130.44
STOE0001	Payment	10/18/2024	EFT02283	STOEL RIVES LLP	12,976.85
WEXB0001	Payment	10/18/2024	EFT02284	WEX BANK	3,826.29
WILL0031	Payment	10/18/2024	EFT02285	MARY WILLIAMS	17.42
WPEA0001	Payment	10/18/2024	EFT02286	WPEA	2,916.47
SUPE0005	Payment	10/25/2024	EFT02287	SUPERFAB	9,776.30
Subtotal EFT's					\$ 101,901.68

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
FREN0003	Payment	10/4/2024	120533	FRENCH BOOKS ONLINE LLC	\$ (46.97)
AT&T0003	Payment	10/18/2024	120590	AT&T MOBILITY	(398.75)
Subtotal Voided Transactions					\$ (445.72)
Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ADP0001	Payment	10/25/2024	00000000000114785	ADP	\$ 4,877.22
KAIS0005	Payment	10/30/2024	00000000000114786	KAISER HSA	15,844.00
KAIS0006	Payment	10/30/2024	00000000000114786	KAISER HSA	55.25
WASH0013	Payment	10/28/2024	00000000000114787	WASH DEPT OF RETIREMENT SYSTEM	177,064.67
WASH0007	Payment	10/23/2024	00000000000114788	WASHINGTON DEPT OF REVENUE	1,715.47
VISA0002	Payment	10/7/2024	00000000000114789	FNBO Visa	14,802.65
EMPL002	Payment	10/31/2024	00000000000114790	EMPLOYMENT SECURITY DEPARTMENT	5,322.08
DEPT0002	Payment	10/30/2024	00000000000114791	DEPT OF LABOR & INDUSTRIES	29,741.56
ENDI0001	Payment	10/29/2024	00000000000114792	ENDICIA	8,000.00
Subtotal Other ACH Debit Transactions					\$ 257,422.90
Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ADP0001	Payment	10/4/2024	Payroll 10/4/2024	ADP - Net Payroll Wages	\$ 385,231.20
ADP0001	Payment	10/4/2024	Payroll 10/4/2024	ADP - Federal Payroll Taxes	127,603.73
ADP0001	Payment	10/4/2024	Payroll 10/4/2024	ADP - OR State Payroll Taxes	4,348.59
ADP0001	Payment	10/4/2024	Payroll 10/4/2024	ADP - PFML Taxes	4,082.40
ADP0001	Payment	10/4/2024	Payroll 10/4/2024	ADP - WA Cares Fund Taxes	3,025.55
ADP0001	Payment	10/4/2024	Payroll 10/4/2024	ADP - Garnishment	473.60
ADP0001	Payment	10/4/2024	Payroll 10/4/2024	ADP - Transit Tax	61.36
Subtotal - 1st Pay Period					\$ 524,826.43
ADP0001	Payment	10/21/2024	Payroll 10/21/2024	ADP - Net Payroll Wages	\$ 382,371.74
ADP0001	Payment	10/21/2024	Payroll 10/21/2024	ADP - Federal Payroll Taxes	126,938.28
ADP0001	Payment	10/21/2024	Payroll 10/21/2024	ADP - OR State Payroll Taxes	3,540.79
ADP0001	Payment	10/21/2024	Payroll 10/21/2024	ADP - PFML Taxes	4,041.41
ADP0001	Payment	10/21/2024	Payroll 10/21/2024	ADP - WA Cares Fund Taxes	2,986.50
ADP0001	Payment	10/21/2024	Payroll 10/21/2024	ADP - Garnishment	477.06
ADP0001	Payment	10/21/2024	Payroll 10/21/2024	ADP - Transit Tax	53.34
Subtotal - 2nd Pay Period					\$ 520,409.12
Total Payroll for October					\$ 1,045,235.55
Total Disbursements					\$ 2,639,791.42



Organizational Report: Highlights from October 2024

**Board of Trustees Meeting
November 18, 2024**



Battle Ground Community Library

- Preschool storytimes brought in a whopping 533 patrons in October. Baby Storytime had 110 attendees.
- Toddler Storytime has also continued to bring in an average of 50 participants with 202 as the total for this month. During one storytime, an ASL interpreter came for one of the youngest attendees. As staff read the book and did the action rhymes as the interpreter signed along for the hearing-impaired visitor. Staff look forward to partnering with the interpreter to provide a more meaningful program for all of our visitors.
- 122 first graders, teachers, and parents from Yacolt came for their yearly field trip. Staff provided a storytime, a brief introduction to the library, and a behind the scenes library tour.



Staff presented the following adult and family programs:

- Intro to AI
 - Adult Neurodivergent Peer Support Group (hybrid)
 - Spicy Romance Book Group (virtual)
 - Adult Morning Book Group
 - Family Clothing Swap - 30 attendees (pictured)
 - Virtual Board Game Night (virtual)
 - Fall Crafternoon
 - Adult LGBTQIA+ Book Group
 - Herbal Teas
 - Murder Mystery Games
- The Tween book group enjoyed *Midnight at the Barclay Hotel* by Fleur Bradley.
 - The Read Aloud Crowd and enjoyed *Moldylocks and the Three Beards* by Noah Jones. They talked about fairytales and made spiders from pinecones and pipe cleaners.
 - The Battle Ground Library hosted a representative from Premier One Advisory Group who gave a talk titled “Myths and Truths about Senior Housing.”
 - Humanities of Washington traveled to the Battle Ground Library to present a talk titled “And it Has Pockets: the Battle for Women’s Clothing Equality.”
 - Staff provided crafts for kids during the Pickleball for Prevention program held by the Battle Ground Prevention Alliance at Chief Umtuch school.

Cascade Park Community Library

- A couple came in with their toddler and asked if it was ok if they parked their U-Haul in the lot. The library agreed. They explained they had just driven in from Bend because they are moving to Vancouver. The keys to their house wouldn't be ready for a couple more hours so they decided to come to the library and get cards while they waited. They visited for about an hour and left with cards for the whole family. Libraries for the win!
- The branch hosted a successful Teen Late Night Fright Night which included a BeetleJuice themed escape room. 40 teens attended.
- Spooky Science program was a success with 54 attendees.



The library partnered with the La Casita Art and Cultural Center to develop an Ofrenda display for the Dia de los Muertos. An ofrenda is an alter or offering that is set up in homes during the Mexican Day of the Dead. The display provided an opportunity for patrons to learn about the holiday and cultural practice. Reading suggestions were checked-out from the display.

- Staff presented outreach storytime at Fircrest Elementary Educational Opportunities for Children & Families (ECOF) class.
- The library worked with YWCA to offer a session on Domestic Violence: Dealing with Breakups for Teens.
- Staff engaged in outreach to the Boys and Girls Club organization.
- The Intro to AI and ChatGPT program brought a very engaged, age-diverse group of attendees. The program will return in 2025.

Goldendale Community Library

- The branch attended Klickitat School District's Literacy Night. Staff spoke to parents, students and teachers about library resources and the bookmobile service. Two signed up for new library cards. The counselor who organized the literacy event stopped by the table to share her story of taking her children to storytime at the library 19 years ago when she was new to the community. She shared how important and long lasting the relationships that stemmed from the library were for her. She also shared that she is now using the book club kits and has started a book group with her neighbors.
- Community Craft encouraged 20 attendees to experiment with paper, fabric, and needlework crafts. All ages were represented from littles to older adults. The most popular crafts were decorating paper pumpkins and making mini fabric pumpkins. Several participants had never sewn anything before that event and learned new skills from the program.



Goldendale Library recently received a large donation in memory of a local teacher and their family. Part of the donation went to a new fixture in our children's area. It became a hit right after opening!

- The Presby Mansion, home of the Klickitat County Historical Society was very kind to open up the house for the fall Homeschool Hangout. Over 70 people attended, some in period clothing, learned about the history of the house and of early settlers' everyday life.
- After the bookmobile provided Centerville teachers a tour of its resources, three of the teachers requested boxes for their classroom for students to browse and read, adding up to almost 80 books checked out at that one stop—not including what all the students checked out for themselves!
- The new Goldendale Harvest Festival was a big hit, bringing over 150 people to visit the bookmobile, participate in a pumpkin-themed craft, or just took a moment to read a book.

La Center Community Library

- This month's Nailed It program (inspired by the baking competition show of the same name, only our version is book-themed) was a great success. Using just decorating skills, attendees were given 35 minutes to replicate book covers on a Rice Krispie treat. The book covers to recreate included *The Hungry Caterpillar*, *Cat in the Hat*, *Chicka Chicka Boom Boom*, and *Don't Let the Pigeon Drive the Bus*. We had several families sign up to compete as teams. The competition was judged by the proprietors of our local bakery who delighted at the opportunity to judge and provide trophies to the winners.
- The STEAM club this month was all about dry ice. There were demonstration experiments, and hands-on experiments



- This month's Teen Halloween Party was a huge success with 20 teens showing up after library hours to watch spooky movies, hangout with friends, and eat lots of pizza! It was really great to see so many teens in the library.
- Kids loved the "Tween Goosebumps Escape Room" program. Staff created a handmade "Slappy" (character from the Goosebump books) and had the kids find a slime covered key in its mouth to get out of the final escape room puzzle.
- Staff presented a great AI program attended by folks across our service district as well as some of our local La Center community leaders. They are looking forward to more programming on this topic from the district.
- Storytime outreach this month included
 - 2 at Kidztown classes;
 - 2 at Highland Lutheran;
 - Little Sprouts daycare; and
 - Green Mountain (K-8) school.

Ridgefield Community Library

- The Birdfest and Bluegrass Festival is an annual event organized by the City of Ridgefield and the Friends of the Ridgefield National Wildlife Refuge. The event brings people to downtown Ridgefield and Davis Park for bluegrass performances and activities. The event greatly boosted foot traffic not only to the library that Saturday but also the Friends' book sale also taking place that day. The Friends reported that over a thousand dollars was made at the book sale.
- 33 patrons came to the Homeschool Meetup in October, almost double the number of attendees for September. During the meetup, one of the moms gave a mini-lesson in basic Spanish.



The library participated in downtown Ridgefield's Trick-or-Treating event on Halloween. Kids and parents visited the library from 3 – 5 p.m. in costumes while library staff gave out candy. Staff appreciated the variety of costumes worn by patrons this year which included a boy dressed as a working stoplight to a parent in wearing a *Where the Wild Things Are* monster costume.

- Staff received comments from parents that their kids really enjoyed the Music & Movement program and the parents had a good time.
- Dungeons & Dragons continues to be popular. The October 15 group was large enough to divide attendees into three tables of seven with while the October 29 event invited players to wear costumes.
- The branch hosted a program on Healthy Living put on by the Alzheimer's Association.
- Build It participants made monster hands on October 12. Despite having a more complex project, LEGO are always available so that everyone can build something at their own comfort level.

Stevenson & North Bonneville Community Library

- One Community Health continues to send the branches at home COVID tests to distribute to patrons.
- Outreach in October included;
 - Wind River Middle School (a title 1 school) to connect with students during lunch, and maintain our Read, Return, Repeat collection
 - The Recovery Cafe hosted at the United Methodist church in Stevenson
 - Rock Cove Assisted Living twice a month to check out books to residents and restock their Read, Return, Repeat collection.

Skamania County bookmobile

- Skamania County bookmobile continues its fall schedule:
 - The additional time at Carson Elementary has resulted in a modest increase in visits, but work with the school through this hectic school year continues in effort to increase access. This school is one of the three Title 1 schools that the bookmobile serves.
 - Access for tribal members continues twice a month at Bonneville and weekly at White Salmon sites.
 - The Glenwood stop returned to the Glenwood School which is another of the Title 1 schools on Yakama Nation land.
- The bookmobile went to two outreach events;
 - Native Youth Trunk or Treat in White Salmon/Bingen - distributed free books, many repurposed from our Native Heritage Month Displays.
 - The final Stevenson Farmers Market of the season.

Three Creeks Community Library

- Three Creeks started a new monthly crafting program designed for adults with disabilities. This was a huge success. The participants and their caregivers were delighted with the many crafting options. Participants could make suncatchers with oiled paper, water doodle on re-usable coloring pages, and build with LEGOs and Keva Planks. One of the participants and their caregiver wrote a letter afterwards and sent it to the library: “Dear Elizabeth and Lindsay, Thank you so much for a fun hour of crafts and friends. It was so thoughtful of you to have so many choices. We look forward to next month.”
- Music was the theme at the Homeschool hangout. Participants made percussion instruments with pringles cans and beans as well as harmonica/kazoo mashups out of q-tips and popsicle sticks. The group played a music staff bean bag throw and a lollipop walk. During the lollipop walk, patrons were informed of the resource Freegal, a music streaming service provided by participating libraries. Patrons also learned about the science of music with a water xylophone and an electromagnetic theremin.
- The library hosted a program on Artificial Intelligence and Chat GPT. With an over-capacity attendance, attendees were able to learn about this new technology, how to effectively use it and what cautions to take. Participants were engaging throughout the program and requested future programs that continue on this topic.
- The Alzheimer’s Association hosted two programs on Alzheimer’s and Dementia. These hybrid programs helped participants understand these conditions and find ways to help the body and brain through nutrition, exercise, sleep, and social health.
- The Gardner School invited Three Creeks to do an art project at their 3rd annual community bookswap. The branch manager helped children make their own books and bookmarks, promoted library services and resources, and created new library cards for participants. The Gardner School donated all of the leftover books to the Friends of Three Creeks.
- Staff continue to provide outreach storytimes weekly at Hazel Dell Elementary, Eisenhower Elementary, and Lake Shore Elementary as well as a monthly visit to EOCF (Educational Opportunities for Children and Families).

Vancouver Community Library

- The Art 4 Art fundraiser was held on October 4. This unique event celebrates local talent and supports the Friends of Vancouver Community Library. The event raised \$4,000 for the friends group.
- Business Tax Basics, a public offering in partnership with the Department of Revenue, was held on October 16. The event was well attended that included breakout sessions based on industry for more in-depth consults.
- SE Washington Small Business Providers meeting met for the last meeting of 2024. A presenter from the Small Business Development Center and Worksource debriefed about the Hispanic Heritage Month Small Business Resource Fair and began talking about the next small business fair in May 2025.



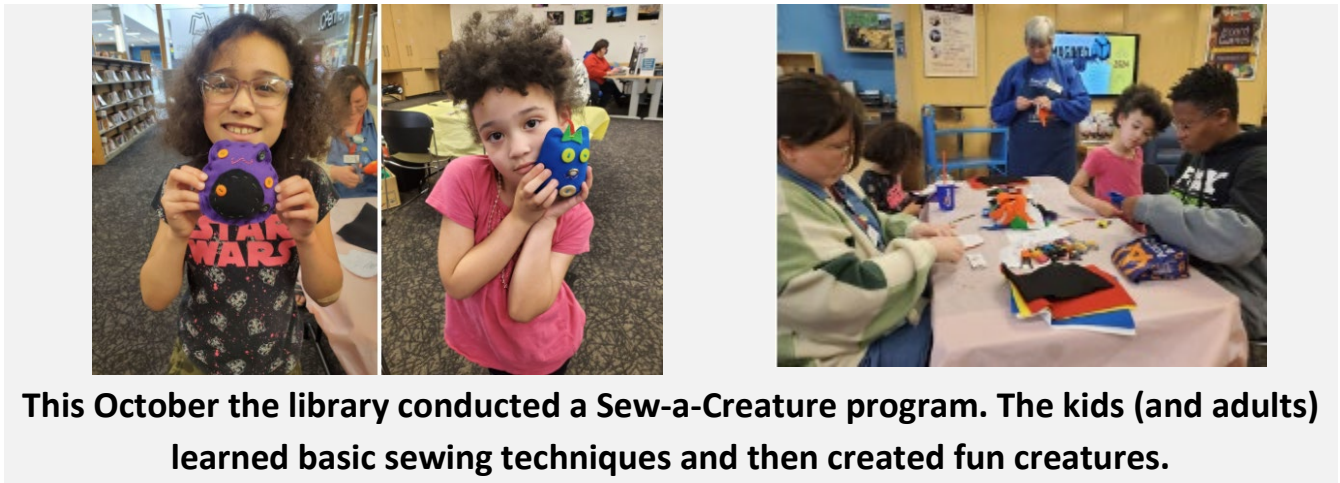
The Vancouver Community Library enjoyed a resounding success at the Trunk-or-Treat Event at the Fourth Plain Community Commons, furnishing a fun-filled experience for the Vancouver Community by dispersing treat bags and books to 492 attendees.

- *Daughter of the Light-Footed People* Author Talk with Belen Medina was featured on KATU on promoting her book and her talk at VA. The event was a well-attended on October 13th.
- The Adventures in Art program on October 9th invited patrons to work with wire to create sculptures.



Vancouver Mall Community Library

- A patron came to the library explicitly to thank staff for helping her the day before. She had worked with multiple employees to figure out how to do some computer work she had been struggling with for days, and the staff had figured out what she needed and helped her get set up.



- The Halloween at the Mall event was affected by targeted shooting that took place in the food court area and took the life of one person and injuring two others. At the time of the shooting, thankfully, the library had already closed and staff were out of the building and safe. The HR Director, Safety and Security Manager and Deputy Director have met with Mall Library Staff and Managers in several occasions to debrief this incident.

Washougal Community Library

- Washougal local, John Furniss, aka the Blind Woodsman, and his wife Anni gave an author talk about mental health awareness, disability advocacy, art, and their new book. The book, *The Blind Woodsman* chronicles the story of how John overcame blindness and addiction to become a master woodworker.
- This month in Washougal's monthly STEM lab, kids explored chemistry and the pH scale using a cabbage juice indicator and then testing various acids and bases which changed the color of the cabbage juice. Another color changing chemistry activity included making invisible ink messages appear red with a chemical reaction. The parents loved the activities too and asked for the ingredients so they could recreate at home as a rainy-day activity.



The Friends held their first annual Pumpkin Bash Fundraiser. The event raised about \$3,000.

- Outreach to Triple Point, a support group program for LGBTQ+ youth, involved sharing books with LGBTQ+ characters with the teen attendees and also shared about the FVRL Imagined Ink Teen Writing contest.
- Spanish speaking families signed up for library cards after receiving books in Spanish by the library at Washougal School District's Multicultural Family Night.
- The library did outreach at the Washougal Apple Festival and connected with kids and families in the community. Staff brought a craft activity and info on library programs. One of the Friends of the Library joined to help out and share about the new library building project.

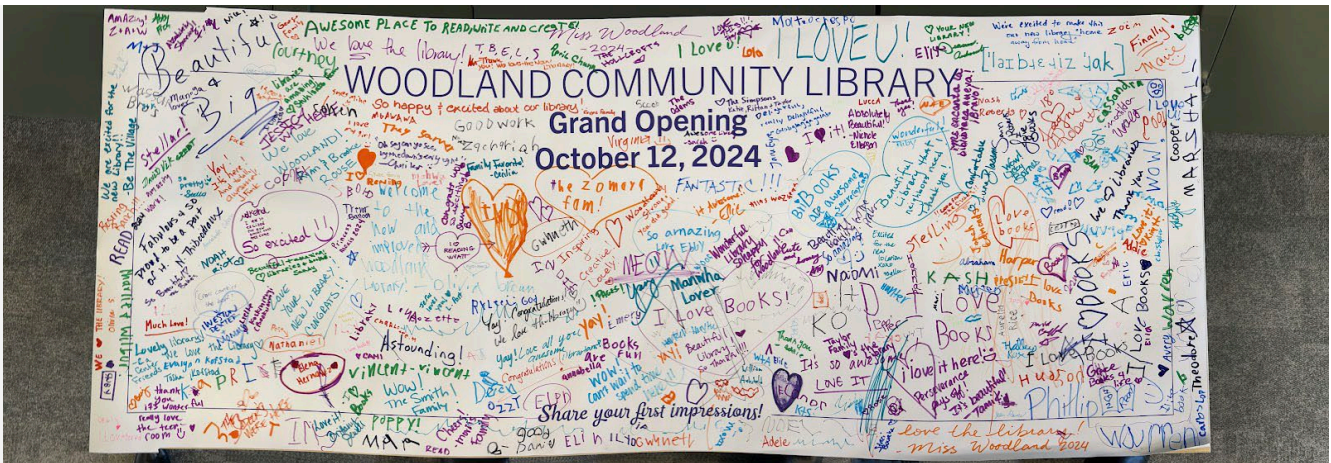
White Salmon Valley Community Library

- White Salmon had a very successful Community Reads series this year. Pairing a nonfiction book with a work of fiction written by a local Hood River author was a great idea. Nonfiction nature readers in our community found *The Gifts of Crow* by Dr. John Marzluff as a way to participate in our Community Reads while the general fiction readers were delighted by Garvin’s new work, *Crow Talk*. 45 visitors to the branch came to hear Garvin talk about *Crow Talk*, and over 50 attended the viewing party with Marzluff virtually. Both presentations were engaging, inspiring, and did their job of continuing to build community.
- In addition to the two author events we had a full workshop with local internationally known artist Jen Smith teaching us about drawing corvids, specifically how to draw feathers and other birdy details. The last program on the series, a showing of the PBS Nature program called *A Murder of Crows* was well attended and highlighted the research done by Dr. Marzluff and his students on crows’ behavior.
- Teen Pumpkins and Pizza night was attended by 37 teens.
- The annual boxcar drive event was fun as always. We had 55 kids decorating boxes to enjoy a movie in the comfort of their own boxcar.
- A retirement party was held for Branch manager Ruth Shafer. Pictured, the White Salmon Valley Staff Dressed up as Ruth for Halloween —a great send-off!



Woodland Community Library

- October was a banner month for the Woodland Community Library! We opened our doors to the public on October 12. Over 600 people visited the library that day and we checked out 675 items.
- Watching all the spaces being used for what they were designed for is so satisfying. It is a great feeling to see the workflow, spaces, and storage working as planned.
- Our inaugural storytimes in the new building have been so well attended; averaging 48 attendees each week and already getting repeating patrons.

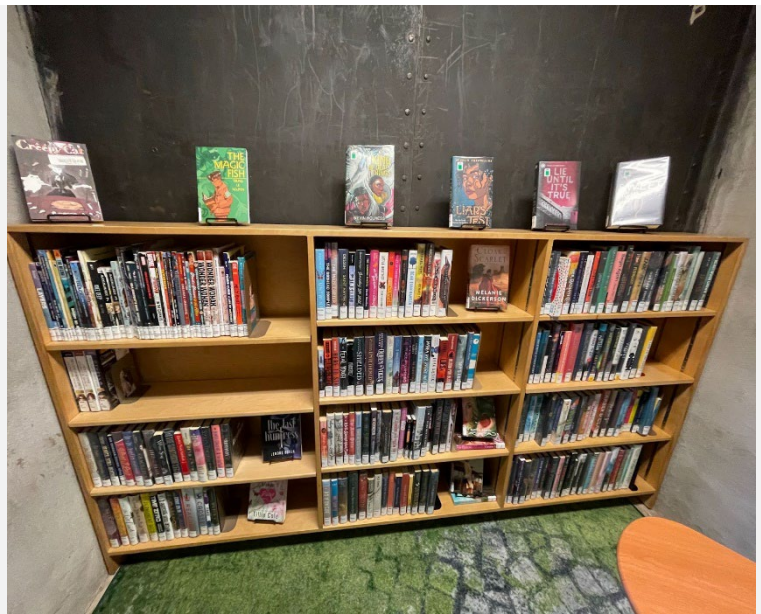
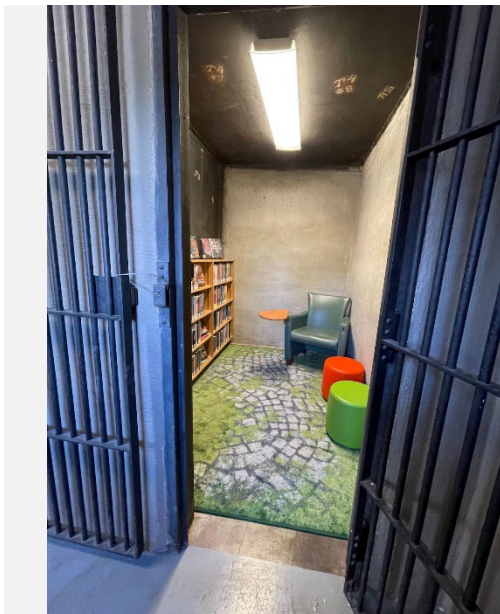


The community is overwhelmingly delighted by the new library. The most frequent comments are about the soothing colors, the natural light, the cedar ceiling, and the welcoming children's area.

- Our first monthly Early Learners, Learn to Play was a great success. We will be adding an additional session in the near future.
- The art in the adult reading room is well-liked by our patrons. Ann Cavanaugh's kiln-fired glass pieces are a perfect fit for the colors and space.
- The Woodland Co-op Preschool paid a visit to our new library to check out the space. They were impressed and ready to start their monthly visits and storytime.
- Over 2000 trick-or-treaters come to town. Together with Friends volunteers, we gave away 4 boxes of donated children's books and bookmarks. It is encouraging to see how excited the kids are to get a free book!

Yacolt Express Library

- The historic building's first jail cell along the east side of the building was revamped with YA books along with several boxes of books from other libraries in the district. The shelving and chair were donations from the old Woodland Library while the rug was purchased with district funds. New signage will help direct patrons to the new teen area and as well as other areas around the library. The branch will also get a fresh paint-job in the hallway and the entryway within the next month as well.



- The Wednesday and Friday craft workshops continue to be a big hit. There were over 208 participants this month, which is the highest participation rate to date.
- Yacolt staff completed the First Aid/CPR training on October 15th at Cascade Park.
- Staff started storytime for the year at Head Start at Yacolt Primary on October 25th.

Yale Valley

- This month the library featured fall hunting and outdoor non-fiction titles and spooky picture books. Staff also arranged a creative display featuring numerous book series about horses.
- The library welcomed Yale school students back to the library in early October. There are 52 students enrolled this year with a large class of a dozen kindergarteners. 22 new library cards were issued and every student was able to browse the library and check out books. The children also created fall art with bleeding tissue paper.



- On October 23rd the well drilling project began. After water testing and other appropriate measures, facilities will move forward with the pump house construction.
- On October 31st the library co-hosted a Family Fall event with the Yale Valley Friends group. The event included a book giveaway, crafts and candy.

Outreach and Community Partnerships Division Report

The Outreach and Community Partnerships Division (OCP) is made up of three departments with independent bodies of work alongside a shared function of partnership development and support.

Programming and Outreach Department (POD)

Community Outreach;

- POD, alongside support staff from multiple branches, represented FVRLibraries at the Ridgefield National Wildlife Refuge's annual Birdfest. Library account sign up materials, resources, and a Storywalk were shared.
- POD staff participated in Hearthwood Elementary's Family Night. At this event, staff distributed Foundation funded Literacy Support books, registered families for Library accounts, and promoted upcoming events.
- POD staff provide tours of VA, presented on Library resources, and programs and registered students from Clark College's ESL program for Library accounts.
- Created and delivered an AI basics and Ethics presentation for the Civics Hot Topics community class at Clark College.
- 1 new Read, Return, Repeat (RRR) collection installed at memory care facility.

Notworthy Efforts;

- The first round of the new program approval process resulted in 400+ programs to be conducted January - May, 2025.
- Planning for Summer Learning 2025 is underway. The workgroup is made up of POD staff, alongside representatives from 7 branch libraries and the Communications and Marketing Division (CMD). 2025 will see a new incentive structure that will encourage more repeat visits to our branches as well as continuing to support distributing books upon registration.

Community Engagement;

- POD continues to work with the YWCA to support their Teen Violence Prevention grant. A Healthy Teen Breakup workshop for parents and teens was held at Cascade Park. Parents in attendance provided positive feedback and appreciated the opportunity to learn how to support their teens in this regard.
- Staff throughout the district distributed more than 900 Literacy Support books at outreach events in October. These efforts are supported by the Foundation.

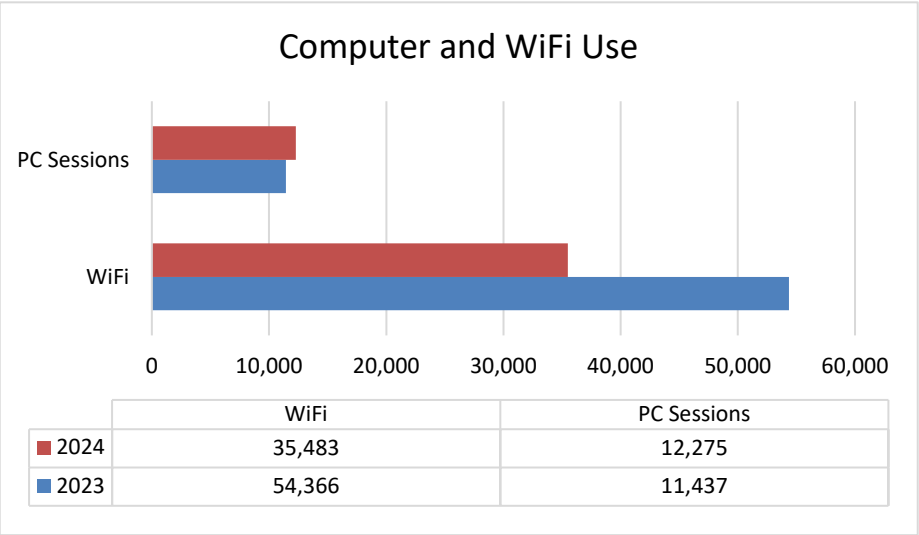
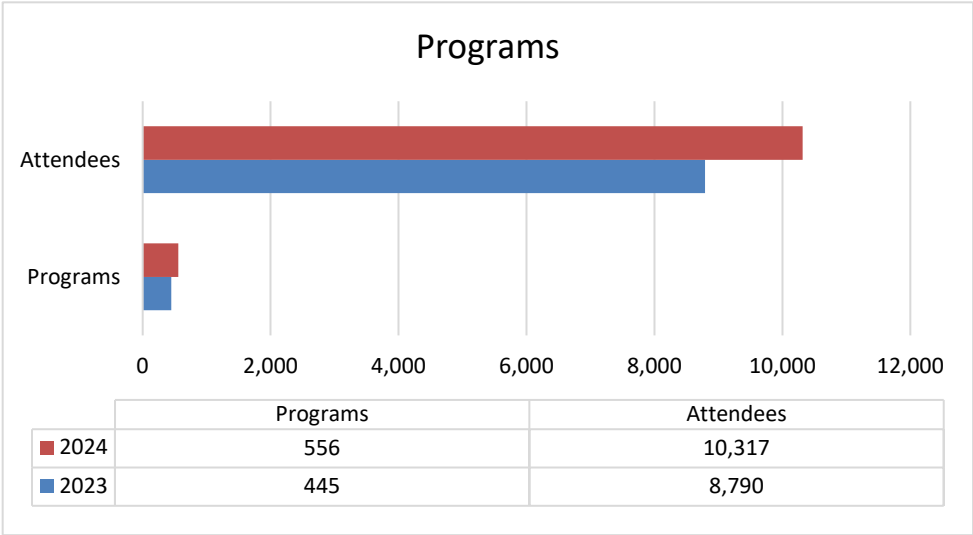
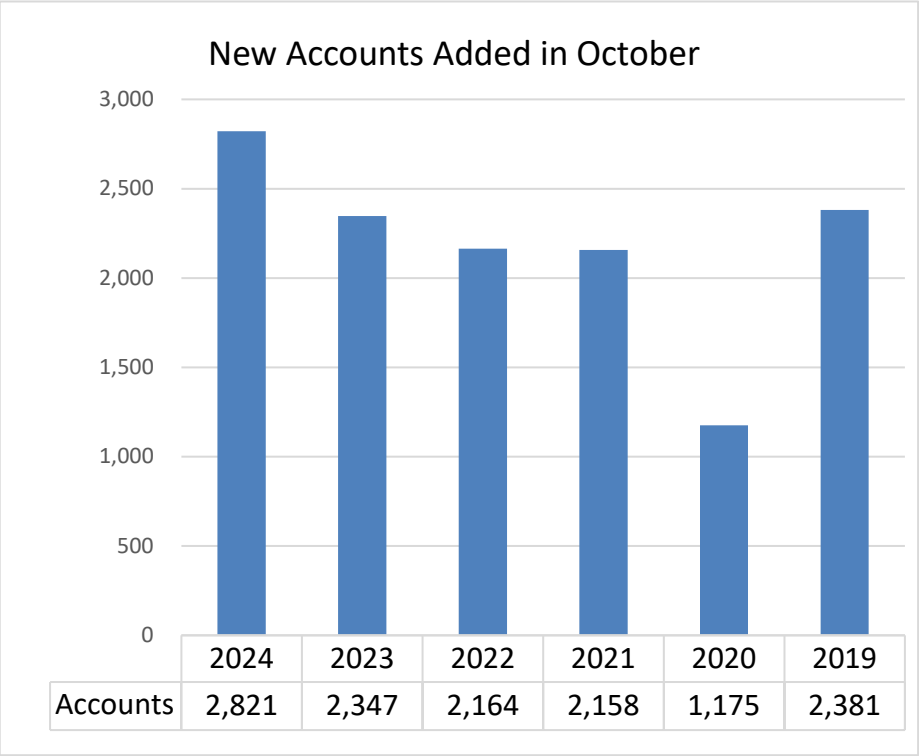
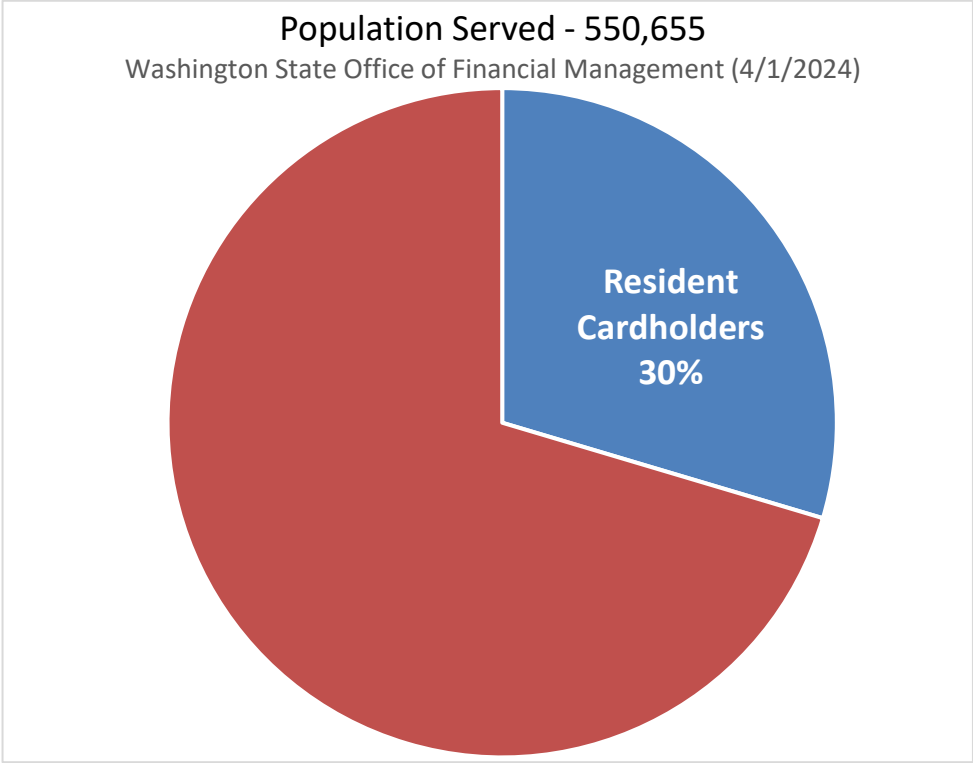
Reference Services Coordination

- Reference Onboarding training is being redeveloped, with the goals of reducing the time required to prepare incoming staff to provide excellent customer service, provide opportunities to practice the skills required, and to provide supervisors with opportunities to encourage further skills development with staff.

Volunteer Services:

- Planning is underway for our annual Volunteer Recognition Receptions;
 - 11/16 at Three Creeks
 - 11/22 at White Salmon
- Coordinated volunteers in support of the Woodland Grand Opening
- Coordinated Art4Art volunteers
- Onboarded 2nd volunteer for the English Conversation Circle at Battle Ground
- Launched 6th English Conversation Circle at VA.
- Joined Three Creeks staff to participate in Pleasant Valley Elementary's "If you Give a First Grader a Library Card" event

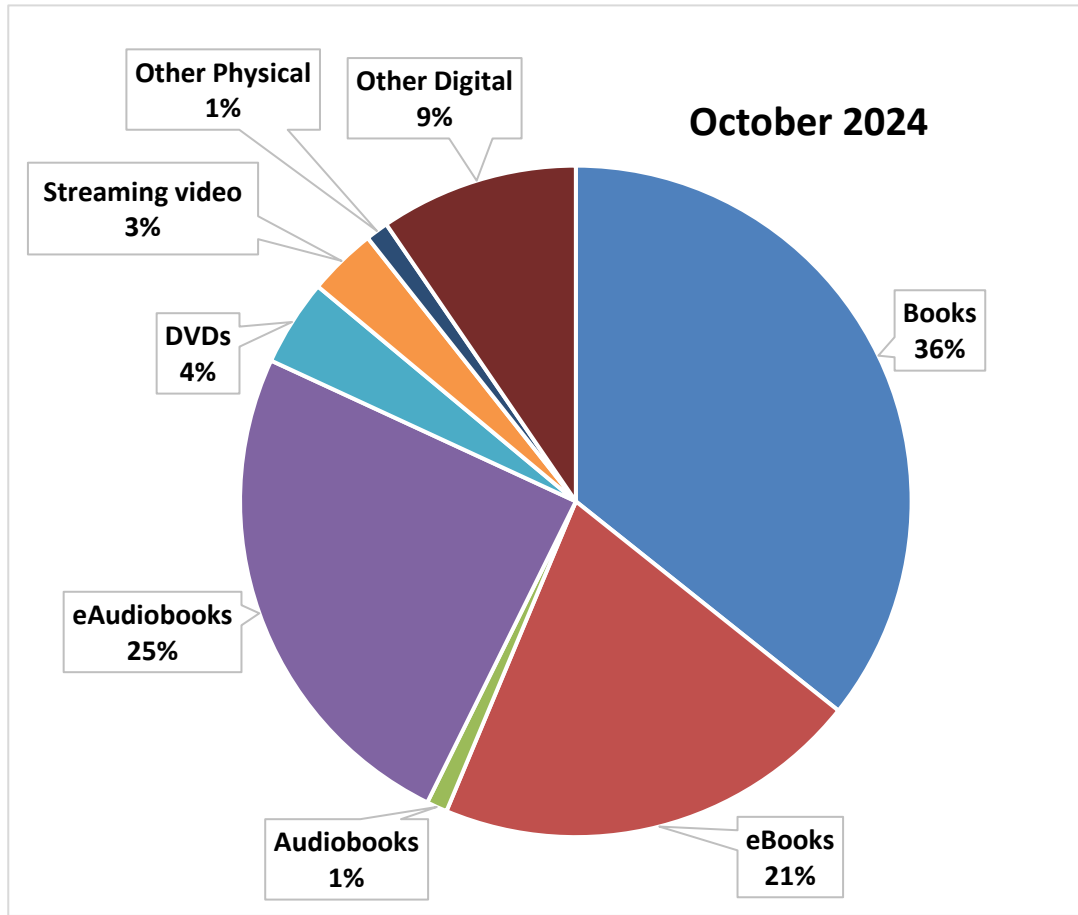
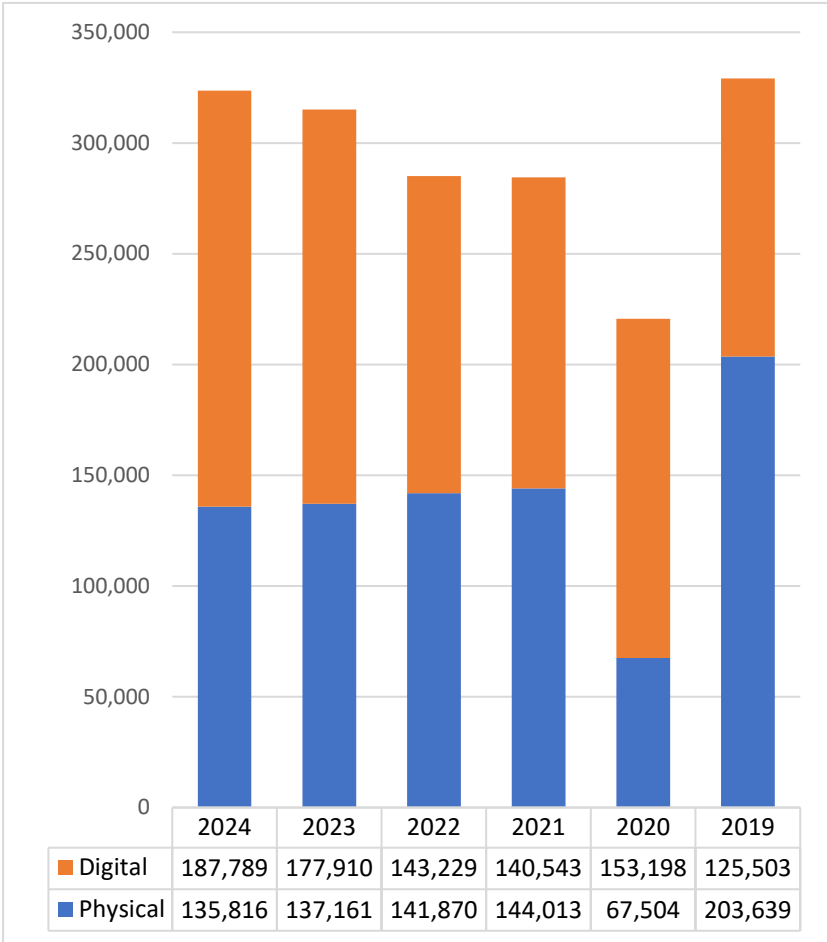
October 2024 – Cardholders, Programs, and Technology Use



Collection Use – October 2024 - Checkouts by Item Format

Categories	2024	2023	2022	2021	2020	2019
Books	115,556	116,072	119,508	119,450	56,198	155,583
eBooks	66,625	67,174	57,555	56,150	66,630	49,787
Audiobooks	3,233	3,305	4,054	3,972	2,077	7,799
eAudiobooks	79,574	70,469	58,734	51,983	51,395	43,441
DVDs	13,494	14,309	14,609	16,591	8,006	34,439
Streaming video	10,687	10,610	8,197	8,795	8,407	5,436
Other Physical	3,533	3,475	3,699	4,000	1,223	5,818
Other Digital	30,903	29,657	18,743	23,615	26,766	26,839
Totals	323,605	315,071	285,099	284,556	220,702	329,142

Physical & Digital Collection Checkouts 2019-2024

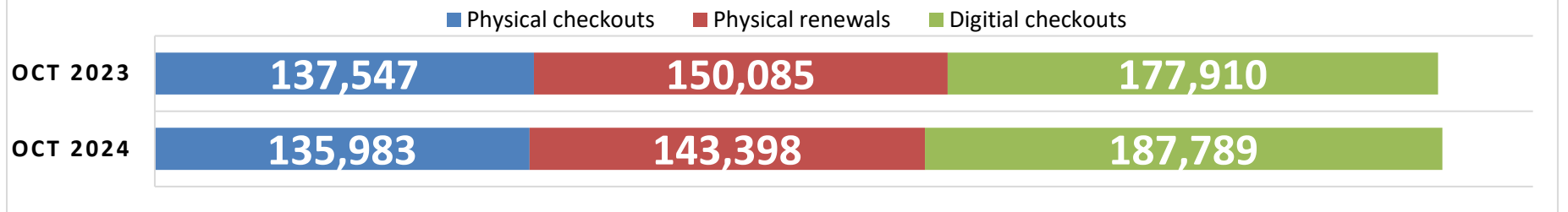


Other Physical includes magazines, games, kits, music, Chromebooks, and miscellaneous items. Does not include Interlibrary Loan checkouts.

Other Digital includes magazines and streaming music.

October 2024 – Total Circulation

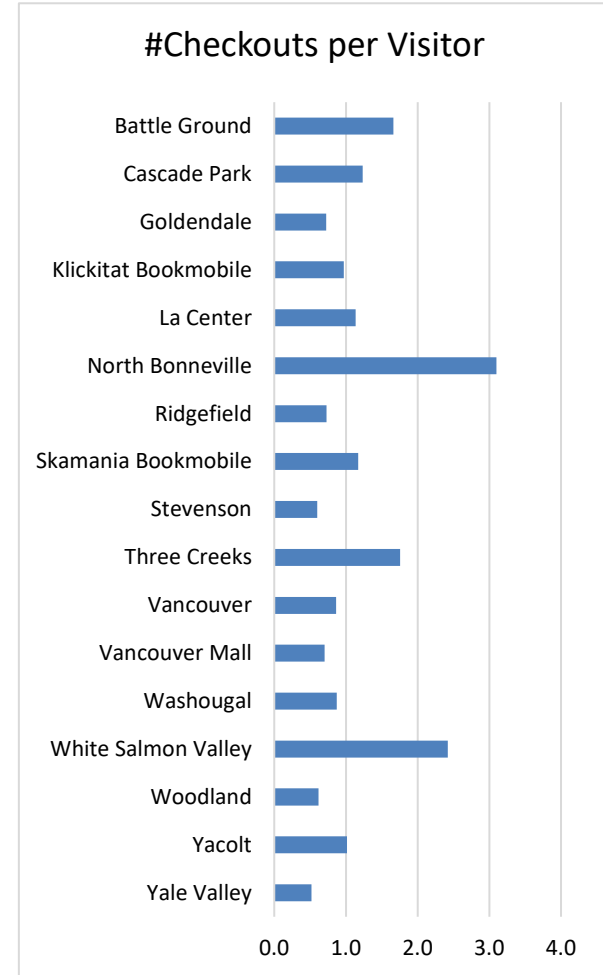
	Oct 2024			Oct 2023			Change		
	Checkout	Renew	Total Circ	Checkout	Renew	Total Circ	Checkout	Renew	Total Circ
Battle Ground	21,106	21,318	42,424	20,152	22,061	42,213	4.7%	-3.4%	0.5%
Klickitat Bookmobile	852	312	1,164	727	295	1,022	17.2%	5.8%	13.9%
Skamania Bookmobile	941	376	1,317	605	294	899	55.5%	27.9%	46.5%
Cascade Park	28,518	31,802	60,320	29,307	34,138	63,445	-2.7%	-6.8%	-4.9%
Goldendale	3,304	2,732	6,036	3,466	2,934	6,400	-4.7%	-6.9%	-5.7%
Green Mountain	128	19	147	120	26	146	0.0%	-26.9%	0.7%
La Center	3,034	2,630	5,664	3,346	3,114	6,460	-9.3%	-15.5%	-12.3%
North Bonneville	158	143	301	241	159	400	-34.4%	-10.1%	-24.8%
Ridgefield	5,117	5,214	10,331	5,359	5,240	10,599	-4.5%	-0.5%	-2.5%
Stevenson	2,251	1,850	4,101	2,498	1,942	4,440	-9.9%	-4.7%	-7.6%
Three Creeks	22,710	22,183	44,893	23,251	21,876	45,127	-2.3%	1.4%	-0.5%
Vancouver	25,182	35,919	61,101	26,868	37,182	64,050	-6.3%	-3.4%	-4.6%
Vancouver Mall	3,826	5,415	9,241	4,798	5,838	10,636	-20.3%	-7.2%	-13.1%
Washougal	3,795	3,810	7,605	4,162	4,253	8,415	-8.8%	-10.4%	-9.6%
Woodland	5,240	2,029	7,269	2,865	2,524	5,389	82.9%	-19.6%	34.9%
White Salmon Valley	5,115	4,146	9,261	5,180	4,741	9,921	-1.3%	-12.6%	-6.7%
Yacolt	3,183	2,588	5,771	2,910	2,335	5,245	9.4%	10.8%	10.0%
Yale	441	436	877	553	590	1,143	-20.3%	-26.1%	-23.3%
Books by Mail	819	392	1,211	746	465	1,211	9.8%	-15.7%	0.0%
Operations Center/ILL	263	84	347	393	78	471	-33.1%	7.7%	-26.3%
Total - Physical	135,983	143,398	279,381	137,547	150,085	287,632	-1.1%	-4.5%	-2.9%
Digital Collections	187,789	0	187,789	177,910	0	177,910	5.6%		5.6%
Grand Total	323,772	143,398	467,170	315,457	150,085	465,542	2.6%	-4.5%	0.3%



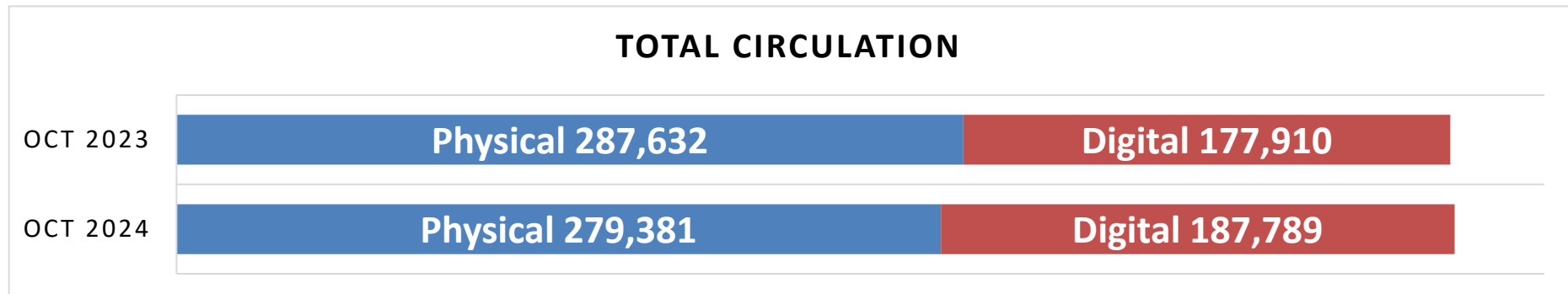
October 2024 – Total Circulation and Visitors

Location	October 2024		October 2023		Change	
	Total Circ	Visitors	Total Circ	Visitors	Total Circ	Visitors
Battle Ground	42,424	12,703	42,213	22,971	0.50%	-44.70%
Cascade Park	60,320	23,109	63,445	11,126	-4.93%	107.70%
Goldendale	6,036	4,549	6,400	3,439	-5.69%	32.28%
Klickitat Bookmobile	1,164	877	1,022	607	13.89%	44.48%
La Center	5,664	2,671	6,460	2,941	-12.32%	-9.18%
North Bonneville	301	51	400	81	-24.75%	-37.04%
Ridgefield	10,331	7,021	10,599	6,975	-2.53%	0.66%
Skamania Bookmobile	1,317	804	899	533	46.50%	50.84%
Stevenson	4,101	3,742	4,440	3,772	-7.64%	-0.80%
Three Creeks	44,893	12,925	45,127	12,233	-0.52%	5.66%
Vancouver	61,101	29,184	64,050	28,002	-4.60%	4.22%
Vancouver Mall	9,241	5,460	10,636	5,729	-13.12%	-4.70%
Washougal	7,605	4,346	8,415	5,073	-9.63%	-14.33%
Woodland	7,269	2,166	5,389	3,005	34.89%	-27.92%
White Salmon Valley	9,261	8,271	9,921	7,136	-6.65%	15.91%
Yacolt	5,771	3,136	5,245	2,502	10.03%	25.34%
Yale Valley	877	850	1,143	634	-23.27%	34.07%
Green Mountain	147	No Visitors	146	No Visitors	0.68%	No Visitors
Books by Mail	1,211	No Visitors	1,211	No Visitors	0.00%	No Visitors
Operations Center/ILL	347	No Visitors	471	No Visitors	-26.33%	No Visitors
Location Total	279,381	121,865	287,632	116,759	-2.87%	4.37%
Digital Collections	187,789		177,910		5.55%	
Grand Total	467,170		465,542		0.35%	

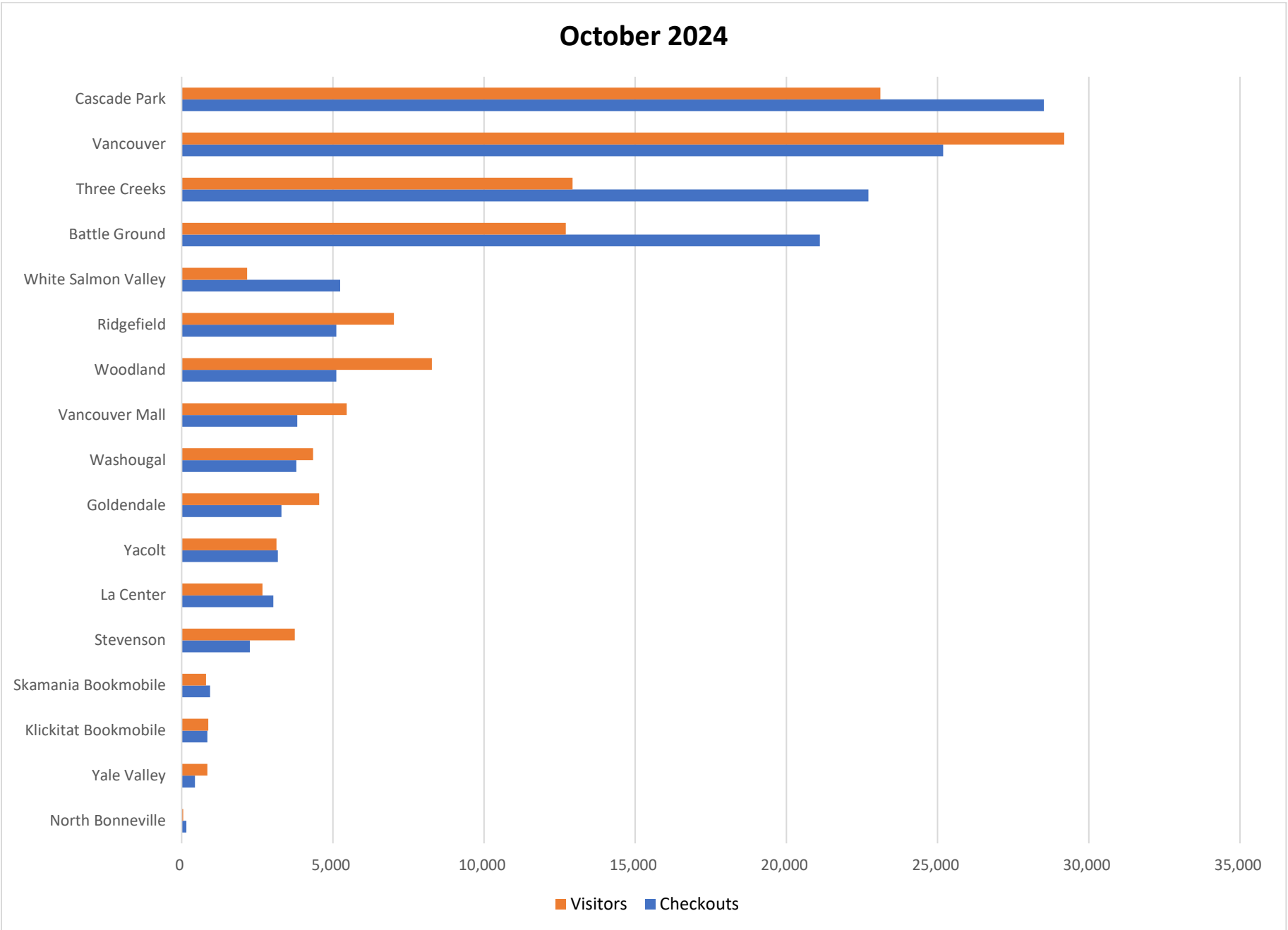
Woodland closed October 1-11 for move to new building. Grand Opening October 12.

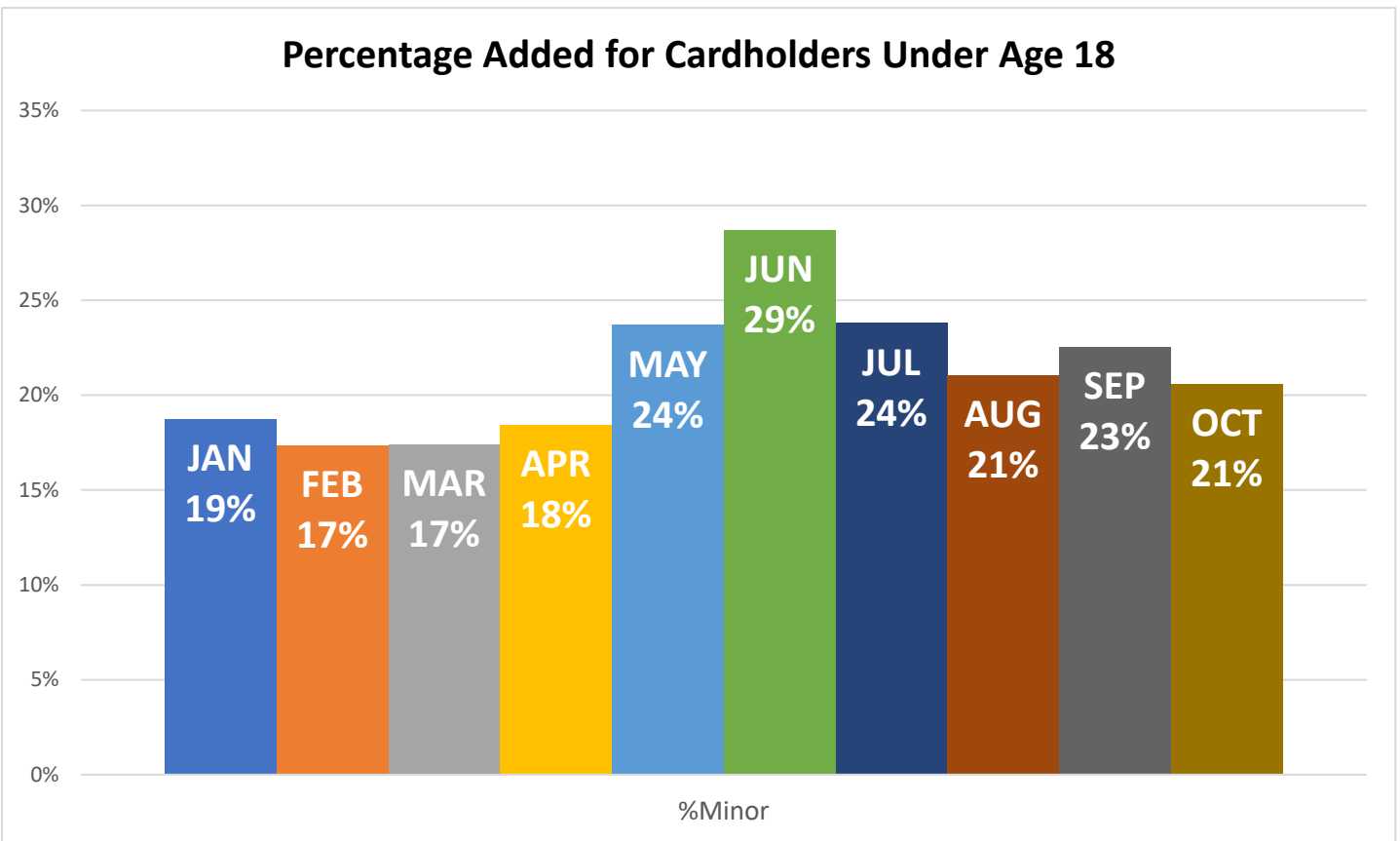
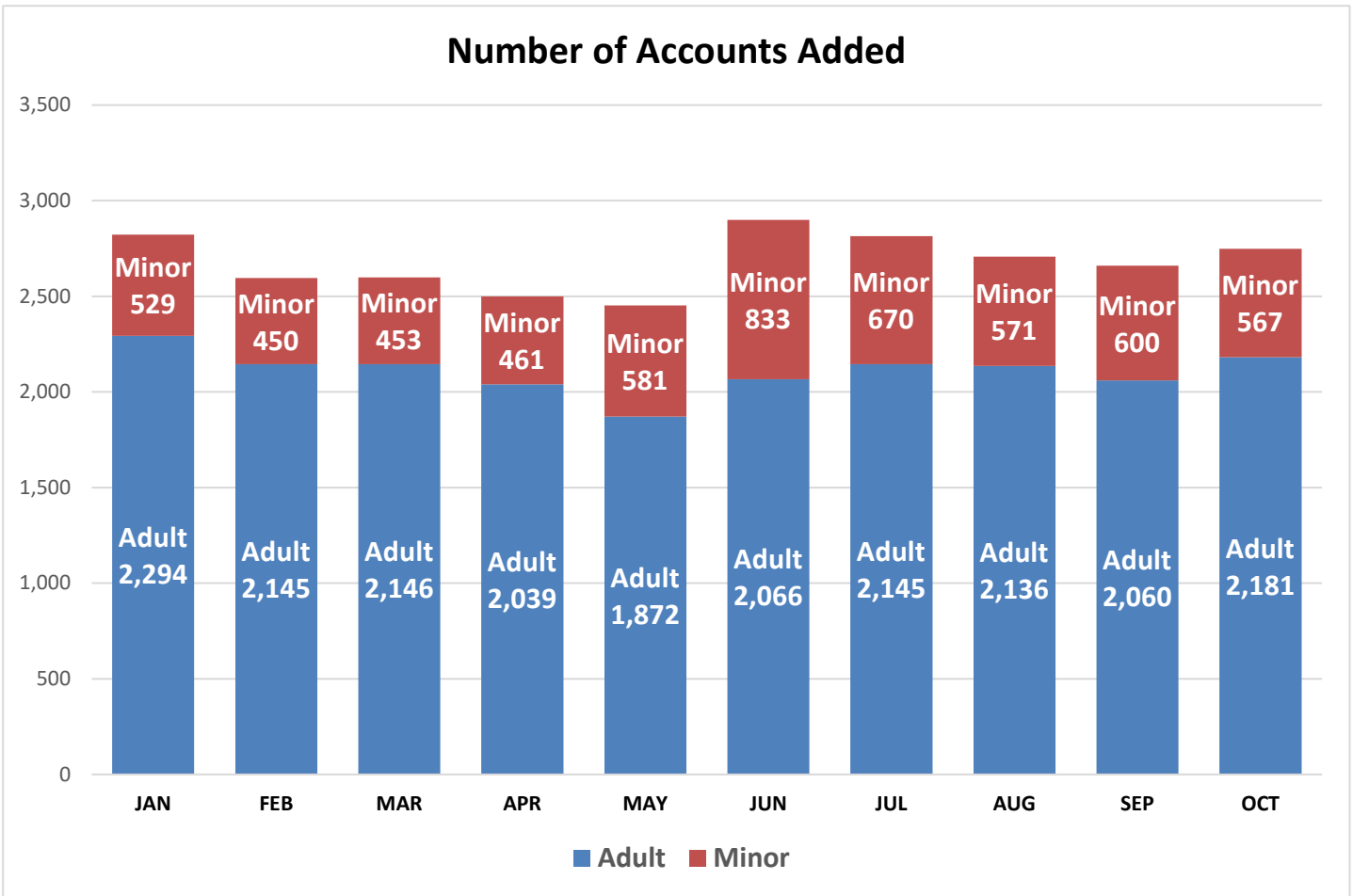


TOTAL CIRCULATION



October 2024 – Library Activity: Checkouts and Visitors by Library







Foundation Update

DECEMBER 3, 2024

GIVING TUESDAY

GivingTuesday is a global movement to unleash the power of radical generosity. It is an excellent opportunity to show your support for FVRL Foundation and its powerful commitment to fostering the love of learning. The Foundation works to bolster the capacity of FVRLibraries, aiding them in being vital hubs of knowledge, discovery, and connection in our communities. We need your help to keep FVRLibraries dynamic, innovative, and profoundly relevant in today's world.

Join the movement and make a donation to support [FVRL Foundation](#) on or before Tuesday, December 3!

Great News!

- The 2024 Authors & Illustrators Dinner & Silent Auction raised approximately \$65,000.
- The Friends of Washougal Library transferred \$10,000 to their investment account.
- The Foundation received an additional \$10,000 gift to benefit the Washougal Community Library.
- An anonymous donor made an unrestricted \$1,500 donation to the Foundation.
- The Foundation's partnership with ThriftBooks generated \$1,210 in revenue in October from online sales of used books.
- Rotary Club of Greater Clark Country contributed \$1,000 to the Foundation for guest speaker books.

Upcoming Events

Monday, November 18

FVRL Trustee Meeting

Hybrid: Woodland Community Library and Zoom

6:00pm–8:00pm

Thursday, November 28

All Libraries Will Be Closed in Observance of Thanksgiving Day

Friday, November 29

All Libraries Will Be Closed in Observance of Native American Heritage Day

Thursday, December 12

FVRL Foundation Board Meeting

FVRL Foundation Office

3:00pm–4:00pm

Monday, December 16

FVRL Trustee Meeting

Hybrid: Vancouver Community Library and Zoom

6:00pm–8:00pm

Building Campaigns and Cornerstone Pledges

Washougal has 49 Cornerstones, 2 Stepping Stones, 3 Keystones, 2 Capstones, and 1 naming opportunity.

Woodland has 40 Cornerstones, 7 Stepping Stones, 9 Keystones, 5 Capstones, and 28 naming opportunities.

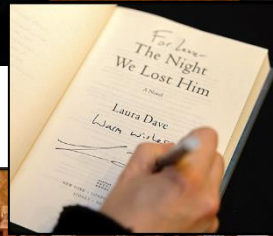
**Please note: some Cornerstones have graduated to Stepping Stones, which is why some Cornerstone totals have decreased.*

How Board Members Can Help

–Spread the word about the Fred Meyer Rewards program:

fredmeyer.com/i/community/community-rewards

Thank You for Helping to Make the 2024 Authors & Illustrators Dinner & Silent Auction a Successful and Fun Evening!



WOODLAND COMMUNITY LIBRARY

2024

A Banner Year!



FVRLibraries Board of Trustees presentation
Jennifer Huan, Branch Manager



The 1909 building has served as a library since 1927.

The City of Woodland will repurpose it as a community center



Bremik
Construction
began site
work in
October 2023

It's humbling
to think of
everyone who
made this
happen.



Each stage of the construction process was fascinating.

I am so thankful I was able to document the progress.



The library staff have been so adaptive and helpful this past year. We welcomed Christy Hughes and John Boucher this fall.



Community connections are what we emphasize. The Library is always invited to participate at local events. We often provide books, resources and an activity.



Hot Summer Nights in the park is always a great way to reach people.



The Friends of the Library are always willing to help.



Summer at
Your Library is
something our
patrons look
forward to.



The hired
presenters or
performers
always draw a
good crowd



Thank you to the amazing Friends of the Library group!

Their commitment and support is so encouraging and helpful



Fundraising was a big part of this past year with many volunteers lead by Judy Musa and the intrepid Friends!



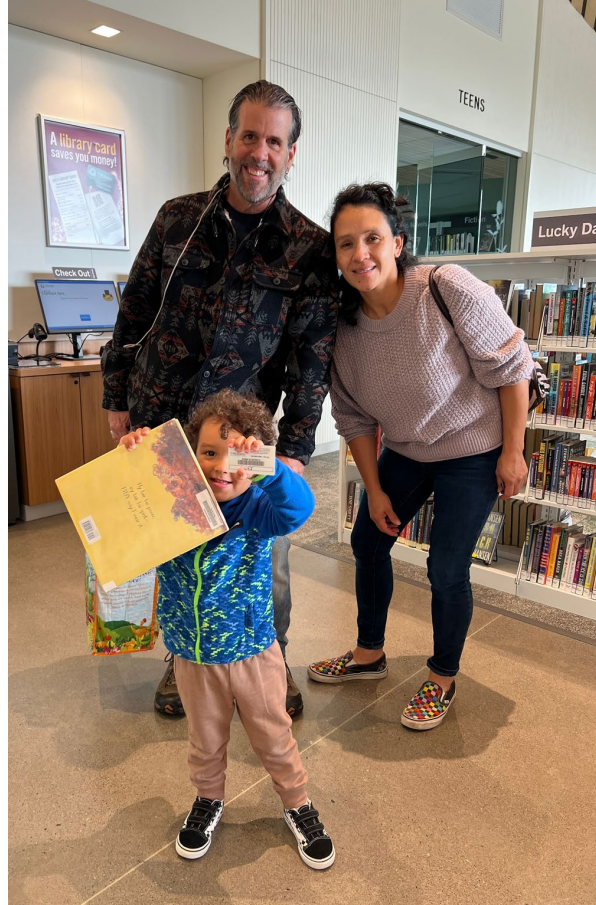


FVRLibraries' new Woodland Community Library was awarded Vancouver Business Journal's Community Catalyst Award and Top Project in the public sector category for 2024



We closed for three weeks to move to the new location.

It was *all hands on deck* to get the old items out and the new location set up



So many wonderful things have happened as a result of the new building. The number of new library cards has amazed us. People are using the areas in the building as it was designed



Woodland is proud of the new library and thankful for a place of community connection



Yale Valley
Community **LIBRARY**



Yale Valley Library District Board is in need of board members. If you know of anyone who may be interested please contact us.



Yale Valley welcomed over 850 patrons for the month of October.



Yale Valley Elementary students walk to the library once a month to learn about the library, participate in an activity, browse and check out books.



The local Girl Scouts come to the library once a month to learn something new



Summer At Your Library events draw a big crowd. The library's family programs have a significant impact on community connections



Friends of Yale Valley Community Library are active again after taking a break from fundraising for the new library.



We look forward to 2025 and all the great things it will bring to
Woodland and Yale Valley!

Fort Vancouver Regional Library District
Statement of Cash
For the Month Ending September 2024 (With year-to-date totals)

December 31, 2023 Ending Cash Balance	19,056,296
Year-to-date Revenue Received	20,414,580
Year-to-date Expenditures	(26,304,474)
Adjustment for accrued expenditures	596,313
Cash Balance September 30, 2024	<u><u>\$ 13,762,715</u></u>

	Operational Reserves as of July 1, 2024	Net Operational Activity September 2024	Year-to-Date Totals thru September 2024	Operational Reserves as of September 30, 2024
Operational Reserve (Unassigned)	<u>\$ 8,715,870</u>	<u>(2,296,926)</u>	<u>(5,293,580)</u>	<u>\$ 7,444,221</u>
<small>Target: Operational Fund > 60 to 90 days of annual operational budget</small>				

	Reserves as of July 1, 2024	September 2024 Expenditures	Year-to-Date Totals thru September 2024	Operational Reserves as of September 30, 2024
Obj 1 - Capital repairs and maintenance	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
Obj 2 - Replacement Vehicles	148,380	-	-	148,380
Obj 3 - Capital Projects				
Washougal	4,092,678	-	-	4,092,678
Woodland	4,021,932	(456,299)	(4,021,932)	-
Grand Blvd Remodel	-	-	-	-
Brush Prairie	-	-	-	-
Unassigned Capital	677,436	-	-	677,436
Obj 4 - Innovation	400,000	-	-	400,000
Obj 5 - Budget Stabilization Fund	-	-	-	-
Cash Reserve Fund Expense Total	<u>\$ 10,340,426</u>	<u>\$ (456,299)</u>	<u>\$ (4,021,932)</u>	<u>\$ 6,318,494</u>

	Beginning January 1, 2024	Ending September 30, 2024
Overall Cash Balance	<u><u>\$ 19,056,296</u></u>	<u><u>\$ 13,762,715</u></u>

Fort Vancouver Regional Library District

Statement Of Revenue - Calendar Year 2024
For the Month Ending September 2024 (With year-to-date totals)

	2024 Amended Budget (Adopted 7/2024)	September 2024 Revenues	Year-to-Date Totals thru September 2024	Year - to - Date Annual Budget Percent
Property Taxes				
Property Taxes - Clark	26,086,950	456,715	15,173,798	58%
Property Taxes - Skamania	714,643	24,493	469,740	66%
Property Taxes - Klickitat	1,359,320	49,684	1,046,238	77%
Property Taxes - Cowlitz	316,875	1,612	191,495	60%
Total Property Taxes	28,477,788	532,504	16,881,271	59%
Other Taxes				
Other General Tax	75,000	492	37,810	50%
Leasehold Excise Tax	115,000	-	113,748	99%
Total Other Taxes	190,000	492	151,558	80%
Intergovernmental, Grants & Contracts				
Federal in-lieu of Taxes	45,000	-	1,431	3%
Grants through ESD 112	6,000	-	8,674	0%
State Forest Boards	40,000	878	16,500	41%
Yale Valley Library Dist	165,000	7,674	80,174	49%
Total Intergovernmental, Grants & Contracts	256,000	8,552	106,778	42%
Charges for Services				
Equipment Use Fees	40,000	4,115	34,527	86%
Non-Resident Borrower Fee	8,000	1,175	8,694	109%
Lost / Damaged Material Fee	32,000	3,659	34,530	108%
Total Charges for Services	80,000	8,949	77,752	97%
Miscellaneous				
Investment Interest	475,000	46,269	485,761	102%
Rental Income	2,000	1,874	6,688	334%
Gifts/Contributions	-	284	870	100%
Library Friends Groups' Reimbursements	20,000	5,252	23,154	116%
Woodland Friends Reimbursements - Project	655,000	-	-	0%
Library Foundation Reimbursements	35,450	1,040	52,660	149%
Foundation Reimbursements (Grants)	2,449,550	-	2,449,550	100%
Foundation Reimbursements (Other Project)	175,000	17,963	17,963	10%
Insurance Reimbursements	2,500	-	-	0%
Miscellaneous	2,500	109	4,524	181%
Other Miscellaneous - E-Rate	120,000	-	149,164	124%
Sale of Assets	10,000	729	6,888	69%
Total Miscellaneous	3,947,000	73,520	3,197,222	81.0%
Total Operating Revenue	\$ 32,950,788	624,017	20,414,580	62%
Use of Reserves to Balance Operating Budget	\$400,000		262,611	66%
Use of Reserves to Balance Capital Budget	\$4,021,932	456,299	4,021,932	100%
Use of Cash Reserves	\$ 4,421,932	456,299	4,284,544	97%
Total Revenues and Use of Cash Reserves	\$37,372,720	1,080,317	24,699,124	66%

Jan.-Dec. 2024 Fiscal Year

September is the 9th month of the fiscal year. Year-to-date budget percentages should be at 75%, representing 9/12 months.

Fort Vancouver Regional Library District

Statement of Expenses - Calendar Year 2024
For the Month Ended September 2024

	2024 Amended Budget (Adopted 7/2024)	September 2024 Expenditures	Year-to-Date Totals thru September 2024	Year to Date Annual Budget Percentage
Operating Expenditures:				
Personnel				
Wages	\$ 14,383,607	\$ 1,078,587	\$ 9,749,751	68%
Benefit - Medical	3,171,347	201,083	1,791,296	56%
Benefit - Dental	217,986	20,046	180,767	83%
Benefit - Life, LTD, AD&D	169,439	12,939	113,694	67%
Benefit - PERS	1,334,799	95,468	890,993	67%
Benefit - FICA	1,100,346	81,033	731,725	66%
Benefit - L & I - Workers Compensation	113,263	6,060	56,653	50%
Benefit - PFML	30,410	2,281	20,599	68%
Unemployment Expense	10,000	-	12,415	124%
Personnel Subtotal:	20,531,197	1,497,497	13,547,892	66%
Supplies				
Supplies	452,650	22,733	267,197	59%
Small Equipment (FF&E)	78,500	314	33,904	43%
Technology	411,000	42,924	307,839	75%
Professional Collection / Tech	316,000	30,902	196,941	62%
Supplies & Small Equipmt/Tech Subtotal:	1,258,150	96,873	805,880	64%
Library Books / Materials				
Library Books & Materials	1,823,500	84,857	1,040,963	57%
Electronic Resources	1,896,500	163,857	1,352,135	71%
Library Materials Subtotal:	3,720,000	248,714	2,393,098	64%
Other Services / Charges				
Professional Services	1,599,636	141,650	1,040,144	65%
Communications	372,371	40,887	257,936	69%
Training / Travel	107,000	8,209	92,834	87%
Advertising	26,000	2,982	14,336	55%
Rentals / Leases	582,275	24,106	408,291	70%
Insurance	262,700	371	270,360	103%
Utilities	479,000	37,611	321,727	67%
Repairs & Maintenance	978,739	317,883	846,250	86%
Misc / Dues / Printing / Other	149,425	5,624	108,615	73%
Intergovernmental Services	3,676	15	236	6%
Other Charges & Services Subtotal:	4,560,822	579,338	3,360,729	74%
Total Operating Expenditures:	30,070,169	2,422,422	20,107,599	67%
Capital Outlay:				
Buildings / Non-Owned	70,000	-	36,573	52%
Buildings / Owned	160,000	-	51,488	32%
Woodland (FVRL Reserves)	4,021,932	456,299	4,021,932	100%
Woodland (Grant Reimbursed)	2,038,525	-	2,038,525	100%
Woodland (Other Reimbursements)	971,694	42,223	42,223	4%
Yale	40,400	-	6,132	15%
Capital Outlay Subtotal:	7,302,551	498,522	6,196,875	85%
Grand Total All Expenditures:	\$ 37,372,720	\$ 2,920,944	\$26,304,474	70%

Jan.-Dec. 2024 Fiscal Year

September is the 9th month of the fiscal year. Year-to-date budget percentages should be at 75%, representing 9/12 months.

Fort Vancouver Regional Library District

DRAFT 2025 Revenue Budget

	2024 YTD (September) Actuals	Updated Budget 2024	DRAFT Budget 2025	Budget \$ Changes over 2024	Budget % Changes over 2024	Note Reference
Property Taxes						
Property Taxes - Clark	15,173,798	\$ 26,086,950	\$ 26,506,748	419,798	2%	
Property Taxes - Skamania	469,740	714,643	672,296	(42,347)	-6%	
Property Taxes - Klickitat	1,046,238	1,359,320	1,450,541	91,221	7%	
Property Taxes - Cowlitz	191,495	316,875	326,191	9,316	3%	
Total Property Taxes	16,881,271	\$ 28,477,788	\$ 28,955,776	\$ 477,989	2%	Note 1
Other Taxes						
Other General Tax	37,810	75,000	75,000	-	0%	
Leasehold Excise Tax	113,748	115,000	135,000	20,000	17%	
Total Other Taxes	151,558	\$ 190,000	\$ 210,000	\$ 20,000	11%	Note 2
Intergovernmental, Grants & Contracts						
Federal in-lieu of Taxes	1,431	45,000	45,000	-	0%	
Grants through ESD 112	8,674	6,000	6,000	-	0%	
State Forest Boards	16,500	40,000	40,000	-	0%	
Yale Valley Library Dist - Contract	72,500	165,000	150,000	(15,000)	-9%	Note 3
Yale Valley Library Dist - Capital Reimbursement	7,674	-	70,000	70,000	100%	Note 3
Total Intergovernmental, Grants & Contracts	106,778	\$ 256,000	\$ 311,000	\$ 55,000	21%	
Charges for Services						
Equipment Use Fees	34,527	40,000	42,000	2,000	5%	
Non-Resident Borrower Fee	8,694	8,000	9,000	1,000	13%	
Lost / Damaged Material Fee	34,530	32,000	34,000	2,000	6%	
Total Charges for Services	77,752	\$ 80,000	\$ 85,000	\$ 5,000	6%	Note 4
Miscellaneous						
Investment Interest	485,761	475,000	485,000	10,000	2%	Note 5
Rental Income	6,688	2,000	2,000	-	0%	
Gifts/Contributions	870	-	-	-	#DIV/0!	
Library Friends Groups' Reimbursements	23,154	20,000	20,000	-	0%	
Woodland Friends Reimbursements - Project		655,000		(655,000)	-100%	Note 6
Foundation Reimbursements (Grants)	2,449,550	2,449,550		(2,449,550)	-100%	Note 6
Foundation Reimbursements (Other Project)	17,963	175,000		(175,000)	-100%	Note 6
Library Foundation Reimbursements	52,660	35,450	20,450	(15,000)	-42%	Note 7
Insurance Reimbursements	-	2,500	-	(2,500)	-100%	
Miscellaneous	4,524	2,500	2,500	-	0%	
Other Miscellaneous - E-Rate	149,164	120,000	120,000	-	0%	
Sale of Assets	6,888	10,000	10,000	-	0%	
Total Miscellaneous	3,197,222	\$ 3,947,000	\$ 659,950	\$ (3,287,050)	-83%	
Total Operating Revenue	20,414,580	\$ 32,950,788	\$ 30,221,726	\$ (2,729,061)	-8%	
Use of Reserves to Balance Operating Budget	262,611	400,000	2,876,237	2,476,237	619%	
Use of Reserves to Balance Capital Budget	4,021,932	4,021,932	2,191,000	(1,830,932)	-46%	
Subtotal Use of Reserves	\$ 4,284,543	\$ 4,421,932	\$ 5,067,237	\$ 645,305	15%	
Total Revenues and Use of Reserves	\$24,699,124	\$ 37,372,720	\$ 35,288,963	\$ (2,083,756)	-6%	

Fort Vancouver Regional Library District

DRAFT 2025 Revenue Budget

Summary:

The 2025 draft revenue budget was created from the best known information as of 11/11/2024 and through the use of historical revenue trend perspectives. Overall, this budget reflects an operating revenue increase of approximately 2% when we exclude the impact of one-time Woodland Project associated revenues from the Foundation and Woodland Friends of the Library. This budget also displays the \$5,067,237 use of reserves anticipated to be required to balance the expense budget. Overall, use of reserves expected in 2025 is 15% more than those used in 2024. The use of reserves in 2025 would mark the first year that the use of reserves are required to continue the same level of service and balance the gap between revenues and expenses.

Note 1: Property Taxes

Property Taxes were budgeted for assuming a 1% increase over 2024 assessed values. New construction is not known and therefore the revenue generated impacts thereof are difficult to budget for and excluded from this draft.

Note 2: Other Taxes

A historical trend and YTD analysis indicates that these revenues will come in slightly above those budgeted for in 2024.

Note 3: Intergovernmental, Grants & Contracts

Overall we anticipate these revenue streams being stable with 2024's budget. Based on the contract with the Yale Valley Library District (YVLD), we anticipate total revenues increasing by 33% which is a \$5,000 increase in the annual contract revenues and a \$50,000 increase in capital revenues. In 2025, we separated out the standard YVLD contract revenues from the capital reimbursement revenues as the contract is known and the capital is driven based on dollar for dollar reimbursement.

Note 4: Other Services & Charges

These revenues are those generated by patrons using equipment, losing or damaging materials and non resident fees. The 2025 budget shows a modest increase over 2024 of \$5,000 or 6% based on trend analysis and 2024 performance year to date.

Note 5: Investment Interest

The 2025 budget shows a slight increase over 2024 considering we are trending above budget in 2024; however, we need to also consider the impact on investment revenues associated with drawing down our reserves balance throughout 2025 and plan for any unexpected market changes that will impact investment revenues received.

Note 6: Woodland Project Revenues

The Woodland project is substantially completed and we anticipate invoicing for and receiving all Foundation and Woodland Friends of the Library reimbursements by 12/31/2024 creating a significant change (decrease of \$3,279,550) in miscellaneous revenues expected for 2025 over 2024.

Note 7: Foundation Annual Contract Revenues

The Foundation operates on a July to June fiscal year whereas we operate on a January to December fiscal year. We know that the 2024/2025 Foundation funded programs are slightly more than the 2023/2024 Foundation funded programs and we do not anticipate the 2025/2026 fiscal year to be significantly higher than the 2024/2025 budget; however an exact amount for FVRL FY 2025 is hard to determine based on the fiscal year split and timing of activities / reimbursement.

Fort Vancouver Regional Library District

DRAFT 2025 Expense Budget

	2024 YTD (September) Actuals	2024 Budget (Amended)	Operating Expense 2025 Budget Proposed	+ Reserve Expense 2025 Budget Proposed	= Total 2025 Budget Proposed	Budget \$ Changes over 2024	Budget % Changes over 2024	Note Reference
Operating Expenditures:								
Personnel								
Wages	\$ 9,749,751	\$ 14,383,607	\$ 14,262,912	\$ 1,111,237	\$ 15,374,149	\$ 990,542	7%	
Benefit - Medical	1,791,296	3,171,347	3,413,423	-	3,413,423	242,076	8%	
Benefit - Dental	180,767	217,986	311,074	-	311,074	93,088	43%	
Benefit - Life, LTD, AD&D	113,694	169,439	159,584	-	159,584	(9,855)	-6%	
Benefit - PERS	890,993	1,334,799	1,388,286	-	1,388,286	53,487	4%	
Benefit - FICA	731,725	1,100,346	1,176,122	-	1,176,122	75,776	7%	
Benefit - L & I - Workers Compensation	56,653	113,263	117,567	-	117,567	4,304	4%	
Benefit - PFML	20,599	30,410	40,205	-	40,205	9,795	32%	
Unemployment Expense	12,415	10,000	15,000	-	15,000	5,000	50%	
Personnel Subtotal:	\$ 13,547,892	\$ 20,531,197	\$ 20,884,173	\$ 1,111,237	\$ 21,995,410	\$ 1,464,213	7%	Note 1
Supplies								
Supplies + Fuel & Lubricants	267,197	452,650	341,300	-	341,300	(111,350)	-25%	
Small Equipment (FF&E)	33,904	78,500	26,000	365,000	391,000	312,500	398%	
Technology	307,839	411,000	425,000	300,000	725,000	314,000	76%	
Professional Collection / Tech	196,941	316,000	323,000	-	323,000	7,000	2%	
Supplies & Small Equipmt/Tech	\$ 805,880	\$ 1,258,150	\$ 1,115,300	\$ 665,000	\$ 1,780,300	\$ 522,150	42%	Note 2
Library Books / Materials								
Library Books & Materials	1,040,963	1,823,500	1,875,500	-	1,875,500	52,000	3%	
Electronic Resources	1,352,135	1,896,500	1,944,500	-	1,944,500	48,000	3%	
Library Materials Subtotal:	\$ 2,393,098	\$ 3,720,000	\$ 3,820,000	\$ -	\$ 3,820,000	\$ 100,000	3%	
Other Services / Charges								
Professional Services	1,040,144	1,599,636	1,223,300	600,000	1,823,300	223,664	14%	
Communications	257,936	372,371	402,600	-	402,600	30,229	8%	
Training / Travel	92,834	107,000	150,000	-	150,000	43,000	40%	
Advertising	14,336	26,000	37,000	-	37,000	11,000	42%	
Rentals / Leases	408,291	585,155	616,903	-	616,903	31,748	5%	
Insurance	270,360	262,700	281,000	-	281,000	18,300	7%	
Utilities	321,727	479,000	479,000	-	479,000	-	0%	
FAC Repairs & Maintenance	846,250	310,739	305,300	-	305,300	(5,439)	-2%	
IT Maintenance and Licensing		668,000	687,900	-	687,900	19,900	3%	
Misc / Dues / Printing / Other	108,615	149,425	148,450	-	148,450	(975)	-1%	
Intergovernmental Services	236	796	800	500,000	500,800	500,004	100%	
Other Charges & Services	\$ 3,360,729	\$ 4,560,822	\$ 4,332,253	\$ 1,100,000	\$ 5,432,253	\$ 871,431	19%	Note 3
					828,000			
Total Operating Expenditures:	\$ 20,107,599	\$ 30,070,169	\$ 30,151,726	\$ 2,876,237	\$ 33,027,963	\$ 2,957,794	10%	
Capital Outlay:								
Buildings / Non-Owned	\$ 36,573	70,000	-	374,000	374,000	304,000	434%	Note 4A
Buildings / Owned	51,488	160,000	-	1,807,000	1,807,000	1,647,000	1029%	Note 4B
Woodland (FVRL Reserves)	4,021,932	4,021,932	-	-	-	(4,021,932)	-100%	Note 4C
Woodland (Grant Reimbursed)	2,038,525	2,038,525	-	-	-	(2,038,525)	-100%	Note 4C
Woodland (Other Reimbursements)	42,223	971,694	-	-	-	(971,694)	-100%	Note 4C
Yale	6,132	40,400	70,000	-	70,000	29,600	73%	Note 4D
Machinery & Equipment		-	-	10,000	10,000	10,000	0%	
Total Capital Outlay:	\$ 6,196,875	\$ 7,302,551	\$ 70,000	\$ 2,191,000	\$ 2,261,000	\$ (5,041,551)	-69%	
Grand Total All Expenditures:	\$ 26,304,474	\$ 37,372,720	\$30,221,726	\$ 5,067,237	\$35,288,963	\$ (2,083,757)	-6%	

Fort Vancouver Regional Library District

DRAFT 2025 Expense Budget

Summary:

This 2025 draft expense budget recognizes an operational increase over the amended 2024 Budget of 10% while also recognizing a capital decrease over the amended 2024 Budget of 69%. The combination of these changes reflects a total budget decrease of 6% in the DRAFT 2025 Budget over the Amended 2024 Budget. These changes are driven from a few overarching factors such as: Continued increases in salaries and benefits, capitalizing on technology efficiencies, substantial completion of the Woodland Construction project and necessary maintenance and repair needed throughout the district. This budget assumes the same level of service to patrons as provided in 2024 (e.g. open hours). Additional details below.

Note 1: Personnel budget increase 7% over 2024 amended budget

The Personnel budget continues to be heavily influenced from the solidification of the 2024 AFSCME and WPEA Collective Bargaining Agreements as well as pressure from L&I minimum wages increases. Medical and dental benefit costs continue to see significant increases year over year and other payroll related taxes and benefits are adjusted in line with wages that have increased.

Note 2: Supplies budget increase 42% over 2024 amended budget

An analysis of office and other general supplies realized costs saving opportunities in 2025 from increased knowledge of organizational needs and insight of historic spending. However, our budget for FFE is increased with known branch needs. In addition, we are budgeting an increase in technology associated with a potential implementation of a new discovery layer and website.

Note 3: Other Service Contracts overall, increased by 19% or about \$871k over 2024 amended budget

Major components of our "Other Services and charges" category are professional services, leases, utilities and technology maintenance and licensing agreements and in 2025 Intergovernmental Services. Most of the expense components within this category remained stable in budget; however, we are expecting to realize a 14% increase in professional services, a 5% increase in leases, a 3% increase in technology maintenance and licensing agreements and we see the \$500k estimate added for expected election costs for the levy lid lift. Although not considered major components, we are also budgeting for an increase in advertising and communications for the 75th anniversary and the expected levy lid lift information campaign. The increases to professional services and addition of election costs represent 83% of the total increase in this expense category for the 2025 DRAFT Budget

Note 4: Overall the Capital Outlay budget decreased just over \$5 million; however, certain line items have significant needs

A: Buildings Non-Owned is showing an increase of \$374,000 for projected capital efforts and repair/maintenance efforts to keep our facilities up to code and in functioning order.

B: Buildings owned is showing an increase of \$1,807,000 which will support replacement of the Vancouver Community Library deck as well as other branch refresh needs and Operations Center HVAC.

C: The Woodland Branch Construction project will be substantially completed in 2024 which supports the total decrease of funds in this line in 2025 over 2024

D: The Yale Valley Library District amended their budget in September 2024 to increase capital to \$60,000, which is not reflected in the FVRL amended budget; however, even with the 2024 increase (associated with installation of a well), Yale's capital expenses are expected to increase to \$70,000 to cover the costs of a new parking lot. These costs will be fully recovered by FVRL from YVLD, and you see the balance on the revenue side which provides zero impact on the budget as the revenue and expense net to zero.

Fort Vancouver Regional Library District

DRAFT 2025 Reserves Budget

DESCRIPTION	2024 Cash Reserve Allocations	Increase / Decrease FYE 2024 Projected Balance	1/1/2025 Estimated Cash Reserve Balances	2025 DRAFT Budgeted Uses	12/31/2025 Estimated Cash Reserve Balances	Note Reference
Reserve Plan Objectives 1-5						
Obj. 1 - Capital Repairs & Maintenance	\$ 1,000,000	\$ 345,000	1,345,000	\$ (1,345,000)	\$ -	Note 1
Obj. 2 - Replacement Vehicles	148,380	(138,380)	10,000	(10,000)	-	Note 2
Obj. 3 - Capital Projects			-			
Washougal Community Library	4,092,678	-	4,092,678	-	4,092,678	Note 3A
Woodland Community Library	4,021,932	(4,021,932)	-	-	-	Note 3B
Branch Refresh Projects	677,436	533,564	1,211,000	(1,211,000)	-	Note 3C
Obj. 4 Technology Replacement & Upgrades	400,000	(100,000)	300,000	(300,000)	-	Note 4
Total Reserve Plan Objectives 1-5	\$ 10,340,426	\$ (3,381,748)	\$ 6,958,678	\$ (2,866,000)	\$ 4,092,678	
Operational Fund > 60 to 90 days of annual operational expenditures <i>(Per Fiscal Mgmt Policy)</i>						
	\$ 8,715,870	\$ 1,459,816	\$ 10,175,686	\$ (2,201,237)	\$ 7,974,449	Note 5
Total Reserves & Operational Fund	\$ 19,056,296	\$ (1,921,932)	\$ 17,134,364	\$ (5,067,237)	\$ 12,067,127	

Fort Vancouver Regional Library District

DRAFT 2025 Reserves Budget

Summary:

The 2025 draft reserves budget recognizes expected 2024 balances and planned 2025 uses based on the DRAFT 2025 revenue and expense budgets on the preceding pages. While we fully expect to spend down reserves throughout 2025, our goal is maintain our operational reserves of 60 to 90 days per our fiscal management policy. We anticipate starting the year meeting the 90 day target and falling short of the target by end of 2025 due to use of the reserves to balance the gap between revenues and expenses.

Note 1: Obj. 1 - Capital Repairs & Maintenance

Uses: HVAC Systems, Elevator Maintenance, Roof Repairs, Vancouver Library Deck, Other

Note 2: Obj. 2 - Replacement Vehicles

FVRL has an aging fleet for District general use as well as Bookmobiles and maintenance vehicles. FVRL continuously evaluates the best use of vehicles and employee use - vs - mileage reimbursements.

Note 3: Obj. 3 - Capital Projects

A: Washougal Community Library

Estimated Total Project Cost is at \$11M as of 10/2024

B: Woodland Community Library

Project Substantially Completed Oct 2024

C: Branch Refresh Projects

Vancouver Library Furniture refresh; Three Creeks refresh; Stevenson Gallery; Battle Ground Staff lounge refresh; North Bonneville improvements

Note 4: Obj. 4 Technology Replacement & Upgrades

Technology associated with implementation of a new discovery layer, App, and website.

Note 5: Operational Fund > 60 to 90 days of annual operational expenditures (Per Fiscal Mgmt Policy)

For 2025 budgeted operating costs FVRL requires \$8,256,991 to meet the 90 day fiscal management policy reserve requirement.

Fort Vancouver Regional Libraries							
DRAFT 2025-2030 OPERATING AND CAPITAL BUDGET FORECAST (INFLATION ADJUSTED)							
YEAR	PLANNING YEAR CALENDAR YEAR	0 2025	1 2026	2 2027	3 2028	4 2029	5 2030
BEGINNING CASH BALANCE		17,134,364	12,067,127	7,321,305	730,503	(7,875,653)	(18,681,278)
TOTAL SOURCES		30,221,726	30,220,226	30,430,598	30,607,238	30,746,770	30,845,547
TOTAL USES		35,288,963	34,966,048	37,021,400	39,213,395	41,552,395	44,049,640
NET INCOME		(5,067,237)	(4,745,822)	(6,590,801)	(8,606,157)	(10,805,625)	(13,204,093)
ENDING CASH BALANCE		12,067,127	7,321,305	730,503	(7,875,653)	(18,681,278)	(31,885,371)
RESERVES TEST							
	60 Days of Operating Expenses	5,504,661	5,825,875	6,168,253	6,533,388	6,923,003	7,338,971
	Meets test by	6,562,467	1,495,430	(5,437,750)	(14,409,041)	(25,604,281)	(39,224,342)
	Test Met?	YES	YES	NO	NO	NO	NO
	90 Days of Operating Expenses	8,256,991	8,738,812	9,252,380	9,800,082	10,384,505	11,008,457
	Meets test by	3,810,136	(1,417,507)	(8,521,877)	(17,675,735)	(29,065,783)	(42,893,828)
	Test Met?	YES	NO	NO	NO	NO	NO
Notes:							
	2025 planning tool base year; 2025 DRAFT Budget discussed with Board alongside this document. Draft based on known inputs as of 10/01/2024						
	We are now aware of the operational costs needed for a Levy Lid Lift, which are not represented in these numbers today						
	<i>This model is not realistic to the extent that it completely ignores any significant facility needs that can not be deferred past 2025</i>						
	90 day reserve test not met in 2026 with current revenue / expense trajectory (this will impact our month to month ability to pay vendors / staff timely)						
	Neither 60 or 90 day reserve test met in 2027 with current revenue / expense trajectory (making it impossible to pay vendors / staff timely)						

Resolution 2024-10

**RESOLUTION OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT
BOARD OF TRUSTEES ADOPTING THE 2025 PROPERTY TAX LEVY**

The regular meeting of the Fort Vancouver Regional Library District Board of Trustees was held November 18, 2024, attended by a quorum of the Board for the conduct of such business, including a public hearing for the purpose of providing comments on district revenue sources and budget; and, after due consideration and deliberation, the following resolution was duly passed by a majority vote for all Trustees then attending.

WHEREAS, the Fort Vancouver Regional Library District Board of Trustees, after duly considering all relevant evidence and testimony presented, determined that the Fort Vancouver Regional Library District requires an increase in property tax revenue from the previous year, in order to discharge the anticipated expenses and obligation of the district and in its best interest; and

WHEREAS, the increase factor for the 2025 levy shall be 101% over the prior year's actual levy of \$28,500,934, resulting in a dollar amount increase of \$285,009. This increase is exclusive of property tax revenues resulting from the addition of new construction and improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities and any increase in the value of state-assessed property, and any additional amounts resulting from annexations or refunds that have occurred.

NOW, THEREFORE, BE IT RESOLVED that the Fort Vancouver Regional Library District Board of Trustees adopts the 2025 property tax levy to be collected in the 2025 tax year. Milage rate to be provided by Clark County Assessors and accepted by Executive Director before November 30th, 2024.


Adopted this 18th day of November, 2024

absent from meeting

Kristy Morgan, Chair

Mary Williams

Mary Ann Duncan-Cole



Marie Coffey, Secretary



Olga Lukomsky Hodges (Nov 19, 2024 09:20 PST)

**Fort Vancouver Regional Library District
Staff Report 2024-10**

TO: FVRL Board of Trustees

FROM: Jennifer Giltrop, Executive Director

DATE: 11/12/2024

SUBJECT: Levy Lid Lift Overview

The Board of Trustees held an annual retreat on September 21, 2024. The primary focus of the retreat was discussing the Tax Levy, FVRL 5-year financial projections, and a Levy Lid Lift Overview. The handouts and minutes from the Retreat are available on the FVRL website [here](#).

The intent of this document is to provide a high-level summary of information from the retreat in a condensed format for the purposes of discussing the need for a levy lid lift.

Property Tax Levy Summary

- **RCW 27.12.150:**
 - An annual tax levy on the property in the district of not more than **fifty cents per thousand dollars of assessed value per year**.
 - The tax levy in the several counties shall be at a **uniform rate**, meaning that all FVRL tax payers pay the same levy rate.
- Washington State has a budget-based system of property taxation. There are three main components to the property tax:
 - Levy amount
 - Assessed value (AV)
 - Levy rate
- As part of the budget process, the taxing jurisdiction establishes the amount of property tax revenue needed to fund the budget. That amount needed to fund the budget is called the levy amount, or simply the levy. It is the total amount to be collected from taxpayers by a taxing district.
- By law, this number is expressed in terms of a dollar rate per \$1,000 of valuation. For example, a rate of \$0.00050 is expressed as \$0.50 per \$1,000 of assessed value.
- The property tax levy is constrained by the overall limits on the regular levy rate and the limit on annual levy increases.
 - The Washington State Constitution limits the annual rate of property taxes that may be imposed on an individual parcel of property to 1% of its true and fair value. The 1% limit is the same as \$10 per \$1,000 and is often referred to as the \$10 limit.
 - In Washington, property tax increases are not based on the increasing value of properties but rather on the amount of the property taxes assessed in the

previous year. Each year's levy may be increased by no more than 1%, unless the public votes for a greater increase (commonly called a "levy lid lift").

- Taxes on new construction, changes in value of state-assessed utility property, and newly annexed property are exempt from the 1% limit factor.

Levy Lid Lift Summary

- A taxing jurisdiction that is collecting less than its maximum statutory levy rate may ask a simple majority of voters to "lift" the total levy amount collected from current assessed valuation by more than 1%. The new levy rate cannot exceed the maximum statutory rate. (*FVRL = \$0.50/\$1,000 of assessed value is the statutory rate.*)
- All levy lid lifts require a simple majority (50% plus one) for passage.
- There are two types of levy lid lifts: single-year lifts (sometimes known as "one-year," "one-bump," "basic," or "original" lifts) and multi-year lifts.
- With a permanent single-year lid lift, the levy lid bumps up more than 1% in the first year, and then that amount is used to calculate all future 101% levy limitations. The measure never expires and the levy lid never reverts. However, future annual increases may not exceed 1% without going to the voters for another lid lift.
- Single-year lid lifts may be used for any lawful governmental purpose, including general government operations, and there are no supplanting limitations.
- Single-year lid lifts may be submitted to the voters at any special, primary, or general election.

FVRL Levy History/Facts:

- The last FVRL Levy Lid Lift (\$0.50/\$1,000 TAV) was approved by voters on 8/17/2010.
- Prior to the 8/17/10 approved levy lid lift, the FVRL levy rate had fallen to \$0.38/\$1,000 TAV.
- Since the last levy lid lift was approved, the 1% annual increase levy limit has reduced the FVRL levy rate to \$0.27/\$1,000 TAV in 2024.
- In 2021, Washington passed legislation which allows local government - defined as cities, towns, counties, port districts, or any combination thereof – to create Local Tax Increment Finance (LTIF) areas to fund public improvements. The resulting 39.114 RCW impacts cities, counties and other taxing districts by capturing the increment of property value growth due those entities over a set period of time or amount of tax collections. It excludes any property taxes imposed by school districts, excess school levies, state support for schools, public utilities, and existing bond financing. Library Districts are not protected from this loss, and that includes future levy lid lift dollars in TIF areas.

Election Information

Upcoming Election Dates	Deadline to File Resolution
August 5, 2025 (Primary)	Friday, May 2, 2025
November 4, 2026 (General)	Tuesday, August 5, 2025
August 4, 2026 (Primary)	Friday, May 1, 2026
November 3, 2026 (General)	Tuesday, August 4, 2026

- Counties pass election costs along to participating jurisdictions based on the number of participating jurisdictions, the number of voters in each participating jurisdiction, and the number of races or ballot measures each participating jurisdiction has on the ballot.
- The Board of Trustees has exclusive control of expenditures for library purposes (RCW 27.12.240). A Ballot Measure (Levy Lid Lift) can be paid from library operating funds as it is an expenditure for a “library purpose”.
- Estimated FVRL election costs are between \$280,000 (general election) and \$500,000 (primary election).

Getting Levy Lid Lift on a Ballot

- A signed resolution directing the county auditor to place the item on the ballot and specifying the substantial form of the ballot title that voters will see on the ballot.
- An explanatory statement that will appear in the voters’ pamphlet.
- A list of individuals who will serve on the “pro” and “con” committees to prepare statements for and against the measure for the use in the voters’ pamphlet.
- Any other forms or information prescribed by each county auditor’s office, such as a cover sheet.

Next Steps

- Staff will draft a Levy Lid Lift (LLL) proposal for the December Board meeting, to include a targeted election date and rate.
- The Board will need to take action on a LLL Resolution prior to the deadline to file date for the intended election.
- Staff will develop detailed financial and service impacts related to the LLL.
- Staff will develop an information and communication plan.



2025 FVRL Regular Board Meeting Dates and Locations

Meetings are generally held at 6:00 pm unless otherwise noted.
Questions can be directed to the Executive Director’s office at 360-906-5011

Date	Location
January 21 (Tue)	Cascade Park
February 18 (Tue)	Vancouver
March 17 (Mon)	Three Creeks
April 21 (Mon)	Washougal
May 19 (Mon)	Stevenson
June 16 (Mon)	Ridgefield
July 21 (Mon)	White Salmon Valley
August 18 (Mon)	Goldendale
September 15 (Mon)	Woodland
October 20 (Mon)	La Center
November 17 (Mon)	Battle Ground
December 15 (Mon)	Vancouver

Media Report – November 18, 2024

Vancouver Family Magazine: Couve Scoop: Woodland Welcomes New Library

https://issuu.com/vancouverfamilymagazine/docs/vfm_nov_24_web

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