

Yale Valley Library District

Regular Meeting

March 5, 2025

3pm

Yale Valley Library

Trustees Present: Cynthia McAllister, Julie Starr and Kathi Wheeler

FVRL: Jennifer Giltrop; Dave Josephson and Lesley Miller

Members of the Public: Alesya Demenko and Rob Starr

1. The meeting was called to order by Vice Chair, Cynthia McAllister at 3:02pm.
2. The agenda was approved with a correction Sec. 6, line 3, change my to may. Wheeler/Starr The motion was approved by all trustees present.
3. Dave Josephson was introduced by Jennifer Giltrop as the new Facilities and Fleet Manager. He has been with FVRL for 12 Years. The board welcomed Dave. Cynthia announced that 4 people are interested in the two open positions on the board. Alesya Demenko, who is present at this meeting, is one of them. In July, there will be a third position as Kathi Wheeler's term will be up.
4. **Consent Agenda**
 - a.
 - b. November 14, 2024 regular meeting. A motion was made to approve these minutes. Starr/Wheeler The motion was approved by all trustees present.
5. **Financial Report**
 - a. October, November and December 2024: Jennifer Giltrop gave the financial report. For October, 2024, YVLD had \$40,141.00 in revenue. Expenses were \$7,674.00. For October, 2024 our non-capital and capital reserves are \$426,240.00. For November, 2024, YVLD had \$35,156.00 in revenue. Expenses were the Professional Services for FVRL, \$72,500.00. For November, 2024, our non-capital and capital reserves are \$388,896.00. For December, 2024, YVLD had revenue of \$27,212.00. Expenses for the month of \$30,662.00 to MacGhee Well Drilling. Ending the year of 2024 our non-capital and capital reserves total \$385,446.00.
 - b. Beginning the year of 2025, property tax revenues will see a 1% increase plus any new construction and the expectation is that will be about \$2,600 more than actual property tax revenue in 2024. Revenue for January, 2025 was \$2,682.00. For the month of January 2025, non-capital and capital reserves were \$388,129.00. The board feels our finances are in good order.
6. **Well Project Report** Dave Josephson gave the final report from Jay McCuiston, retiring FVRL Facilities Manager. The well was begun on 10/23/24 and drilling finished on 10/24/24. The well is 202 ft in depth and was flow tested on 10/29/24 and the GPM was 12-13 after 2 hours of testing. The water samples were submitted to ALS for analysis. The well log, test flow and water

samples were then submitted to Cowlitz County Health Department on 12/2/24. The CCHD approved the water system to be adequate on 02/06/25. The facilities team built and installed a 6x8 ft shed to house the electrical, pressure tank and shut off valves for the well. They dug trenches for the power to the well and for water lines running from the well to the pump house and connection to the library. Kaski Electric line bored the power to the pump house and installed a 60 amp subpanel, wall heater, lights and electrical outlets. MacGhee Well Drillers installed the pressure tank and connected the water lines. Shut off valves for the tank and the library are labeled on the south wall of the pump house. Kathi Wheeler brought up that she was concerned about the fake rock over the well head. It can be moved or pulled up very easily. The board and Dave decided facilities would come up with some ideas to protect the well head and at the next meeting discuss them.

7. **Parking Lot Asphalt Project Quotes** Dave Josephson gave the report from Jay McCuiston, retiring Facilities Manager. Jay received 3 quotes for driveway and parking lot paving and striping. The quotes include the grading, compaction, placement of 3" asphalt, and the parking stall striping and handicap markings. These quotes include Prevailing Wage. Jay and Dave's recommendation is 360 Dirt Works in Battle Ground, WA. The submitted the lowest bid of the three contractors. The total bid is \$50,181.25. There was discussion about operation of the library during the work which would take 1-2 days. It was decided the library would close and give ample notice ahead of time. A motion to accept the bid from 360 Dirt Works to grade, asphalt, stall striping and handicap marking be accepted. Starr/Wheeler The motion was approved by all trustees present.
8. **Public Use & Tabling Map** Jennifer Giltrop discussed the Special Use of Library Facilities and Grounds Policy. This policy restricts sales and solicitation activities and imposes reasonable time, place and manner restrictions on signature gathering, political activities and election materials and activities or expressions of free speech in accordance with WA State law and to the extent necessary to prevent unreasonable interference with patrons' enjoyment of the library. A map was included of the library to show approved areas. An area outside the Yale Library door to the left would provide space for a table and information. It would not interfere with the Handicapped Parking which is on the right. For further definitions of the Grounds and Facilities Policy, please consult the Policy Manual.
9. **Branch Manager Report** Lesley Miller presented the regular report for the Yale Valley Library. Library user numbers are climbing. Over a period this winter, over 1000 patrons used the library. Yale School students came to the library for their usual visit to make moving hearts. The monthly book discussion has begun and 8 readers attended. The next discussion is March 20. Readers are asked to bring and discuss a favorite book or one they are reading at the moment. As a craft, project, kids came to the library and created Painted Forks. March 13, 2025, 11:00-12:00 will be a discussion of the History of Women's Clubs. Jennifer Huaun was not present to give the report from the Woodland Library. Jennifer Giltrop passed out the News and Events booklet for FVRL.
10. **Citizen Comments** Alesya Demenko asked if during the summer months, the library could have extended hours. The trustees will discuss it at a future meeting.

11. **Board Comments** Kathi Wheeler ask if FVRL receives any Federal Funding. Jennifer Giltrop said they do not.
12. A motion was made to adjourn the meeting at 3:54pm. Starr/Wheeler The motion was approved by all trustees present.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kathi Wheeler". The signature is written in black ink and is positioned above a horizontal line.

Kathi Wheeler, YVLD Secretary