



Board of Trustees Meeting Minutes

Monday, April 21, 2025 – 6:00 PM
Washougal Community Library
1661 C Street, Washougal 98671
Washougal Community Center
Hybrid/In-Person

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

Present Board: Kristy Morgan, Marie Coffey, Megan Dugan, Mary Ann Duncan-Cole, Olga Hodges (remote), Irina Kakorina, Mary Williams

Absent:

Present Staff: Jennifer Giltrop, Executive Director; Catrina Galicz, Finance Director; Andrea Scherer, Human Resources Director; Miranda Holtmann, Executive Assistant; Julian Mendez, Communications and Marketing Director; Justin Keeler, Outreach and Community Partnership Director/Public Records Officer; Lucien Kress, IT Director; Dave Josephson, Facilities and Fleet Director;

Remote Access: <https://us02web.zoom.us/j/87566671288> • Meeting ID: 875 6667 1288 • Passcode: 844432 • Phone Access 971-247-1195

Fort Vancouver Regional Library Special Meeting Minutes

AGENDA:

1. **CALL TO ORDER** - Chair Morgan called the meeting to order at 6:00 p.m.
2. **AGENDA APPROVAL** – At 6:00p.m. Mary Williams made a motion to approve the agenda. Marie Coffey seconded. Motion approved with 6 out of 7 votes.
3. **CHAIR ANNOUNCEMENTS** – There were no chair announcements. Morgan noted that Olga Hodges would be joining the call a little late.
4. **PUBLIC COMMENTS** – At 6:01 p.m. public comments began with the following speakers.
 - Quill Onstead of Portland made a public comment about drag queen story hour.
 - Randy Schmidt of Clark County made a public comment about drag queen story hour.
 - Gary Wilson of Clark County made a public comment about library programing.
 - Margo Logan of Portland made a public comment about drag queen story hour.
 - Dwight Hollar of Washougal declined his public comment
 - Jared Essig of Clackamas, Oregon made a public comment about primary biblical sources for reference.
 - Charles Forsshaw made a public comment about how great libraries are.
 - Marilyn R. Dryden of Clark County made a public comment about the Washougal Library.

At 6:14 p.m. the chair closed public comments.

5. **APPROVAL OF CONSENT AGENDA ITEMS**– At 6:14 p.m. Megan Dugan made a motion to approve the Consent Agenda. Mary Ann Duncan Cole seconded. Motion approved with 6 out of 7 votes.

6. REPORTS

6.1 FINANCIAL STATEMENTS AND HIGHLIGHTS – At 6:15 p.m. Catrina Galicz presented the following highlights for the month ending February 2025.

Statement of Cash: Cash balance at February 28 stands at just under \$14.7 million, reflecting a decrease of approximately \$3.5 million since the beginning of the year. This decline is anticipated, as the district typically draws down its fund balance during the first part of the year before receiving the bulk of property

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tax revenue—half expected in April and the remainder in October. It was noted that the 60-day reserve threshold is currently being met, although the 90-day reserve is not. This is consistent with expected seasonal cash flow patterns, and the balance is projected to normalize with the April tax receipts. Galicz emphasized there is no cause for concern at this time.

Statement of Revenue: All revenues through February are meeting or exceeding expectations year to date. Property taxes are just at 2% which is expected until April when the district gets a good portion of revenue property taxes coming in. Galicz pointed out that the “charges for services” line, which is non-resident barrower fees, is trending above budget projection. Also, investment interest is also trending above budget projection.

Statement of Expenses: Overall expenditures through February are aligning with expectations. Total spending is trending below the anticipated 17% expected by end-of February with actual expenditures at 13%. It was noted that expenditure levels are expected to increase mid-year as significant planned activities occur in the second and third quarters. The personnel budget remains slightly under expectations due to vacancies. Under the "Supplies" category, the technology line is currently at 33%, which reflects early-year costs associated with the purchase of BiblioCommons. Additionally, spending in the professional collection technology line is slightly above the 17–18% threshold due to annual subscription license payments. Under "Capital Outlay," Galicz highlighted continued expenditures related to the Woodland Library project. As of February, just under \$6,000 has been paid, with reimbursement for these costs being received from the FVRL Foundation.

RECEIVE AND FILE FEBRUARY FINANCIAL STATEMENTS – At 6:20 p.m. Mary Williams made a motion to approve receiving and filing the February 2025 financial statements. Irina Kakorina seconded. Motion approved with 6 out of 7 votes.

6.2 WASHOUGAL BRANCH REPORT – At 6:21 p.m. the Chair invited Washougal Branch Manager Zoe Nash to present the Washougal Branch Report.

The Washougal branch currently operates six days a week (Monday through Saturday, 10 a.m. to 6 p.m.) and is staffed by six employees, including the manager, with two full-time and four part-time staff members. In 2024, the branch circulated over 89,000 materials—an impressive figure for a library of its size—and welcomed 47,000 visitors. Library cardholder numbers have continued to grow steadily.

The branch offered 219 programs in 2024, with over 2,600 attendees. Programming includes weekly and monthly offerings such as storytime, STEM Lab, “Read to a Dog,” Tween Craft & Chat, Teen Hangout, and a tabletop role-playing game club. A major highlight was the Family Tech Petting Zoo, a grant-funded initiative featuring interactive tech toys for all ages. The cubelets were particularly popular, with children continuing to engage long after the program ended. Due its success the program will be offered again.

The 2024 Summer Reading Program also saw notable growth, with a 5% increase in participation over the previous year. The branch saw a marked increase in teen engagement through events such as tie-dye workshops and an escape room, the latter of which required an additional session due to high interest.

Adult programming remained robust as well, featuring master gardener sessions, a zine-making event with a poet laureate, an author talk by local figure The Blind Woodsman, and the consistently popular winter wreath-making workshop. The latter was capped due to limited space but continues to draw strong interest year after year.

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Outreach activities included visits to local schools, teen book talks at Akin Triple Point, and participation in community events such as Recovery Café, Multicultural Night, WACA, and National Night Out. Partnerships were highlighted as a core strength of the branch, with Meals on Wheels delivering books to seniors and a new collaboration with the Washougal School District titled “Reading in Action.” This four-week program supports family literacy and critical thinking through group book discussions.

The branch continues to benefit from strong community support and partnerships with the City of Washougal, which provides additional meeting space. The Friends of the Library were recognized for their creativity and dedication in organizing fundraisers such as book sales, monthly dance programs, restaurant fundraisers, bingo, holiday bazaar sales, and the inaugural Pumpkin Bash event.

Nash closed noting the popularity and continued success of the branch’s seed library, which was initiated in 2018 in response to community interest. The program allows patrons to check out, grow, and return seeds, ensuring a sustainable, community-driven cycle of use and contribution.

6.3 ORGANIZATIONAL REPORT – At 6:30 p.m. as a precursor to the organizational report Giltrop took a moment to note that FVRL has thousands of programs every year with tens of thousands of people that come to those programs and enjoy so much of what the library does and connects them. Whether it's in library buildings or through outreach as Zoe highlighted. Giltrop added that every month the board hears from a small group of people about drag queen story hour, both for and against. The board and administration hears that. FVRL hasn't had a drag queen story hour since 2019. Giltrop stressed that as the district goes into a year where staff will be out in the community talking about all the wonderful things that the library does, she wishes that the library would have more of the public coming to speak to all the great things the library is doing. The library is launching a strategic planning effort which will include deep public engagement all around the 4,200 square mile district to share what they want from their library. What is the next chapter going to look like? That said Giltrop gave the floor to Alicia Gomori to present the organizational report:

- Cascade Park Community Library also has a popular seed library. The branch also hosts a “Seed to Super” program which has been impactful for the community. That program is done in partnership with the Clark County Food Bank who also contribute to replenishing the seed library.
- La Center Community Library partnered with 4-H to host a backyard chicken program. La Center 4-H students delivered an engaging and informative presentation with chickens for patrons to meet and pet.
- A district program focused on the history of women’s clubs and their role in public libraries was presented at a number of branches.
- Ridgefield Community Library’s homeschool hangout continues to be successful with 17 families connecting through learning and social time.
- Stevenson Community Library was featured in KGW and The Columbian on a story when a Daniel Steele novel was returned that was checked out in 1989. No fines were issued.
- Vancouver Mall Library participated in Read Across America Day at Orchards Elementary School engaging with about 270 students.
- Vancouver Community Library also received a write up in the Columbian about all the great spring break activities happening at the branch.
- Woodland Branch Manager Jennifer Hauan is leaving the district at the end of April. Hauan was instrumental in the planning, construction and opening of the new library in Woodland. An open

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house will be hosted by the Friends of the Woodland Community Library to thank her and wish her well.

At 6:36 Olga Hodges joined the meeting remotely.

7. BUSINESS

7.1 Facilities and Finance Committee

A. Staff Report 2025-07 Levy Lid Lift Service Plan Options – At 6:36 p.m. the chair gave the floor to Jennifer Giltrop to present the Staff Report 2025-07 Levy Lid Lift Service Plan Options. Giltrop provided a brief reminder of the levy timeline and emphasizing key milestones. The board's goal for this meeting is to decide and vote on which of the pass options and which of the fail options the district should move forward with.

Morgan outlined for the board that they will first vote on the levy pass options. They will vote on option 1. If option one passes there will not be a vote on option 2. If option 1 fails, the board would then vote on option 2. This process would also be repeated for the fail option.

Giltrop provided a brief overview of the options outlined if the levy passes and if the levy fails.

- Pass Option 1 - is to sustain current levels of service with the building of the new Washougal library in 2027.
- Pass Option 2 - is adding 13% of hours district wide, as well as building the Washougal Community Library, opening a new library in 2030 at a location to be determined, and opening a Clark County bookmobile.
- Fail Option 1- is significant upfront reductions, meaning 30% of open hours and staff will be cut in 2026. There will be no new libraries and the Vancouver Mall Library would close at the end of the lease in 2028. \$500,000 of the budget will be allocated for future levy lid lifts to be put on the ballot.
- Fail Option 2 - is a minimal annual reduction which aligns the reduction to the 60-90 day fund balance required. The anticipation is a 15% cut instead of 30%. The other stipulations remain, no new buildings, the closure of the Vancouver Mall Library and \$500,000 set aside annually until a lid lift is passed.

Morgan opened the floor to the board for questions.

Williams asked for clarification in fail option two, the requirement of the \$500,000 in the budget to go back on the ballot. It is possible that the next levy could pass before having to make another cut?

Giltrop clarified that it is theoretically possible that could happen. Though the earliest that the levy could be back on the ballot again would be August of 2026. It is possible at that time that it could pass then. If it did not, cuts would have to be made again.

Coffey requested the age of the current bookmobiles. Giltrop responded that they are seven years old and they are kept in good working order.

B. Levy Lid Lift Service Options

At 6:48 p.m. Coffey moved to approve “pass” service option 1- service level maintained. Megan Dugan seconded. The motion failed with 3 of 7 votes.

At 6:49 p.m. Williams moved to approve “pass” service option 2 - increase in service hours. Kakorina seconded. The motion passed with 5 of 7 votes.

At 6:51 p.m. Williams moved to approve “fail” service option 1 – significant upfront reductions. Kakorina seconded. The motion passed with 5 of 7 votes.

C. Resolution 2025-06 Levy Lid Lift Service Plan– The chair informed the board that the resolution would include the results determined by the vote to include:

Section 1. The Board hereby formally approves the following 2026 Service Plan Impacts should the Levy Lid Lift Proposition pass on August 5, 2025:

Option #2: Increase FVRL Service Hours 13% districtwide

- 91 more open hours/week districtwide (+13% increase)
- Additional staffing to match expanded hours—equal to 18 full-time positions
- \$450,000 increase for books, games, and digital materials in 2026
- 13% more programs and outreach activities
- Upgrade computers, in-library technology, and public spaces
- New Clark County bookmobile 2026
- New Washougal Community Library opens in 2027
- New community library to open in 2030 (location to be determined based on master facilities planning process)

Section 2. The Board hereby formally approved the following 2026 Service Plan Impacts should the Levy Lid Lift Proposition fail on August 5, 2025:

Option #1: Significant Upfront Reductions

- 207 fewer open hours/week districtwide (-30%)
- Staffing cuts equal to 68 full-time positions
- Over \$300,000 less for library materials in 2026, meaning fewer new books and longer wait times
- 30% fewer programs and outreach activities (1-in-3 programs lost, or 1,500 programs annually)
- Reduced funding for technology and equipment updates
- Vancouver Mall Library closes in 2028
- No new libraries
- No new bookmobile
- \$500,000 set aside annually for ballot costs

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At 6:52 p.m. Williams made a motion to approve Resolution 2025-06: Levy Lid Lift Service Plan. Motion approved with 6 out of 7 votes.

8. **BOARD COMMENT** - at 6:54 p.m. the Chair opened the floor for board comments. The chair started by thanking the board for their work in a situation where there are no easy answers. Morgan noted that this was one of the toughest decisions she has had to make.
 - Olga Hodges apologized for the miscommunication due to poor connection.
 - Williams agreed that this has been very hard but thanked Jennifer for her hard work. She noted that though the reduction hurt the most, she felt like it helps the library get back faster to where everyone wants it to be.
 - Coffey thanked Jennifer for all the work she has been doing and the work ahead.
9. **Setting for next Regular meeting;** Monday, May 19, 6:00 p.m. at Stevenson Community Library.
10. **ADJOURNMENT** – At 6:55 p.m. Coffey made a motion to adjourn. Kakorina seconded and the meeting was adjourned at 6:56 p.m.