



Agenda for Regular Public Meeting

Date: June 12, 2025

Time: 3:00 PM

Location: Yale Valley Community Library

11700 Lewis River Road, Ariel, WA 98603

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| 1. Call to Order | |
| 2. Agenda Approval | ACTION |
| 3. Introductions and welcomes/Chair Announcements | INFORMATION |
| 4. Consent Agenda | ACTION |
| a. Minutes Approval: April 10, 2025 | |
| b. Invoice for contract services: January – June 2025 | |
| 5. Financial Report | INFORMATION |
| a. April 2025 | |
| 6. Painting Donation: Kathi Wheeler | ACTION |
| 7. Election of Board Officers (Chair, Vice-Chair, Secretary, Treasurer) | ACTION |
| | INFORMATION |
| 8. Facilities Update: Jennifer Giltrop | INFORMATION |
| 9. Branch Manager Report: Holland Christie/Lesley Miller | |
| 10. Public Comments | |
| 11. Board Comments | |
| 12. Adjournment – Next Regular Meeting August 14, 2025 at 3 p.m. | |

Yale Valley Library District

Regular Meeting

April 10, 2025

Yale Valley Community Library

Trustees Present: Julie Starr and Kathi Wheeler: By phone, Cynthia McAllister. Absent, Nikki Jolly

FVRL: Jennifer Giltrop, Jennifer Hauan, Angela Duncan

YVLD: Lesley Miller

Members of the Public: Rob Starr and Alyssa Demenko

1. The meeting was called to order by the secretary, Kathi Wheeler at 3:12pm.
2. The agenda was approved. Wheeler/Starr The motion was approved by all trustees' present and by phone.
3. Kathi welcomed everyone and ask Jennifer Huaun to introduce Angela Duncan. Angela is the Vancouver Mall librarian and is shadowing Jennifer Hauan for the day.
4. **Consent Agenda**
 - a. March 5, 2025 Minutes. There was a miss spelling of Alyssa Demenkos' name and a format mistake. The were noted. A motion was made to approve the corrected minutes. Wheeler/Starr The motion was approved by all trustees present and by phone.
5. **Financial Report**
 - a. February, 2025. Beginning in January, 2025 our balance for non-Capital Reserves were \$258,966.00. Tax Collections of \$1,593.00. Total non-Capital Reserves \$260,559.00. Total Capital Reserves was \$129,159. Ending February 28, 2025 total non-Capital and Capital Reserves are \$389, 718.00.
 - b. March, 2025. Beginning February 28, 2025, our balance for our non-Capital Reserves was \$260,559.00. Tax collections of \$1,981. Total non-Capital Reserves \$260,947.00. Total Capital Reserves for was \$130,523.00. Income to Capital Reserve was \$4,042.00. Ending March 31, 2025, total non-Capital and Capital Reserves are \$391,470.00.
6. **Board of Trustee Recommendations** Cowlitz County has received 4 applicants and a 5th today from members of the community to serve on YVLD Board of trustees. There is one open seat and there will be another July 9, 2025. The commissioners have asked the board to review the applicants and recommend two. The board reviewed and discussed the applicants. Alyssa Demenko was one of the applicants and she discussed the use of the library when home schooling her children and the pleasure coming to the library gives

her family. Emelda Ochoa, a retired accountant living in the valley expressed a love of libraries and wanting to serve. A motion was made to recommend Alyssa and Emelda. Starr/Wheeler The motion was approved by all trustees present and by phone.

7. **Facilities and Capital Outlay Update** Jennifer Giltrop presented the board with the last bill for the well project. The amount of the billings is \$6,512.42. With a budget of \$60,000.00 and a project approval amount of \$58,973.00 and a total cost of the well, \$44,848.00, the well project came in under budget by \$21,799.00. Great! A motion was made to approve the \$6512.42 expenditure. Starr/Wheeler The motion was approved by all trustees present and by phone. Jennifer updated the board on the paving project and it is scheduled for the week of May 26, 2025. It will take 2 days and the library will be closed during those 2 days. Notice will be given at the library and all the usual outlets.
8. **Branch Manager Report** Jennifer Huan report that April 25, 2025 will be her last day as librarian at Woodland Library and Yale Valley Library. There will be a party in her honor Friday, April 25 from 3-5pm. This will be a festive sendoff for someone that has been a wonderful role model at our library and greatly helped Woodland cross the finish line building their library. She will be missed by all of us. In May, the recruitment interviews will take place for her replacement and by early summer a new librarian should be onboard. Events in the Woodland Library will continue with Fibre Federal Credit Union presenting, Financial Education Classes for Kids. Classes will be every Wednesday, beginning 4/16 through 4/30 from 4:30-5:30. Woodland Blooms will be presented April 19, 10am-2pm. This will be a Phonic Bloom app, explaining the ceiling sculpture in the children's room. This will also include paper flower making, story time and flower bombs. Family Film nite will be 4/18, 5-7pm screening **Willie Wonka and the Chocolate Factory**. Popcorn will be served by the Woodland Friends. Summer Reading start June 15 and the theme is **Crypted in Space**. The program, **Passports to District Libraries** has begun. This program encourages patrons to visit all the libraries (including Yale) and receive a sticker if you can answer a question about the library. This fun project is to celebrate FVRL's 75 years of service. **YVLD Lesley Miller**, reported our library is seeing 1000 patron a month. That is a great milestone for the library. Yale School kids are visiting very month for story time and a craft. Amber is doing marvelous things with the book displays. Seasonal displays are especially welcome. The book discussion group is off to a great start. April 17 the discussion will be **The Heaven and Earth Grocery Store by James McBride**. Women's History and the Alzheimer's Discussion were very well attended.
9. **Public Comment** None
10. **Board Comment** None

11. The meeting was adjourned at 4:15pm. The next meeting will be June 12, 2025 at 3pm in the Yale Valley Community Library. Wheeler/Starr The motion was approved by all trustees present and on the phone.

Respectfully Submitted,

Kathi Wheeler YVLD Secretary of the Board

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

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

Please return a copy of this invoice with payment.

Purchase Order No.		Customer ID				Payment Terms			
		YALE0001							
Qty			Description					Unit Price	Ext. Price
1			YALE - CONTRACT JAN - JUN 2025					\$75,000.00	\$75,000.00

Subtotal	\$75,000.00
Tax	\$0.00
Total	\$75,000.00

Yale Valley Library District

For the Month Ending April 30th, 2025 (With Year-to-Date Totals)

Statement of Cash

January 1, 2025 Beginning Cash Balance	\$	385,447
Year-to-date Revenue Received		16,293
Year-to-date Expenditures		<u>(6,512)</u>
Cash Balance April 30th, 2025	\$	395,227

Yale Valley Library District

For the Month Ending April 30th, 2025 (With Year-to-Date Totals)

Schedule of Reserves

Non Capital Reserve Beginning Balance January 1, 2025	\$	258,966
Property Tax Collections (Revenue)		11,031
Non Capital Reserve Ending Balance April 30th, 2025	\$	269,997
Capital Reserve Beginning Balance January 1, 2025	\$	126,481
Intergovernmental, Grants and Contracts (Revenue)		12
Miscellaneous (Revenue)		5,250
Capital Out lay (Expenses)		(6,512)
Capital Reserve Ending Balance April 30th, 2025	\$	125,231
Total Non Capital and Capital Reserves	\$	395,227

Yale Valley Library District

For the Month Ending April 30th, 2025 (With Year-to-Date Totals)

Revenue

Description	2025 Budget (Adopted 11/2024)	April	Year-to-Date Totals thru April 2025	Year -to - Date Annual Budget Percent
Property Taxes				
311.10 Property Tax Collections - Yale Valley District	\$ 135,000	\$ 9,050	\$ 11,031	8.17%
Total Property Taxes	135,000	9,050	11,031	8.17%
Other Taxes				
317.2 Leasehold Excise Tax	-	-	-	0.00%
Total Other Taxes	-	-	-	0.00%
Intergovernmental, Grants & Contracts				
335.02 DNR - Timber Revenue	37,000	4	11	0.03%
361.02 DNR - Other Revenue	600		1	0.10%
Total Intergovernmental, Grants & Contracts	37,600	4	12	0.03%
Miscellaneous				
361.11 Investment Interest	5,000	1,220	5,250	105.00%
Total Miscellaneous	5,000	1,220	5,250	105.00%
Total Revenue:	\$ 177,600	\$ 10,274	\$ 16,293	9.17%
Transfer from Reserves	\$ 42,400	\$ -	\$ -	0.00%
Total Revenue and Reserves	\$ 220,000	\$ 10,274	\$ 16,293	7.41%

Expenses

Description	2025 Budget (Adopted 11/2024)	April	Year-to-Date Totals thru April 2025	Year to Date Annual Budget Percentage
Other Services / Charges				
572.41 Professional Services	\$ 150,000		\$ -	0.00%
572.62 Capital Outlay	70,000	6,512	\$ 6,512	9.30%
Grand Total Expense:	\$ 220,000	\$ 6,512	\$ 6,512	2.96%

Net Cash Activity	\$ 9,780
Jan. 1, 2025 Cash with County Treasurer	\$ 385,447
Ending Cash April 30th, 2025	\$ 395,227

To: Yale Valley Library District Board of Trustees

From: Bill & Kathi Wheeler

Subject: Donation of Watercolor Painting by Lisa Rassmussen

My husband and I are longtime supporters of the Yale Valley Library District and as my term as trustee is coming to an end, we would like to celebrate the library by donating a watercolor, **The Tea Party**, by Lisa Rassmussen, a Seattle artist. The painting was purchased in the 1990's as a reminder of my friends of many years in the Yale Valley. Let me briefly explain.

In 1972, we moved to the Yale Valley with our two small children. Yale School at the time, was one of 2 Remote and Necessary schools in the state with 2 rooms, grades 1-5 and a teaching couple. The school was a natural place to meet friends and socialize. And that is exactly what happened. A group of young women met for friendship and camaraderie. I was one of those women. As a group, it was always our dream to have a library.

During the 1980's and 1990's we had elaborate tea parties where we shared ideas, staged events and dreamed of a library. Over the years, we were all involved in 2 unsuccessful campaigns to bring library service to our area. But in 2003 that changed. The 'Let's Read!' committee was made up of several of these women who ran a successful campaign to join FVRL and bring our voting precinct library service.

The painting was purchased to remind us of those times and these ordinary women who did an extraordinary thing. Our library is finally done and it is our hope that **The Tea Party** will hang in the Yale Community Library as a nod to my dear friends, those here today and enjoying the library and the those who are here in spirit. On the back of the painting are the signatures and thoughts of some of the women and the original invitation to the party to celebrate the painting. And it was a Tea Party, of course!

Sincerely,

Bill & Kathi Wheeler



**Yale Valley Library District
Election of Officers**

To: Yale Valley Library District Board of Trustees

Date: June 12, 2025

Subject: Election of Officers

Summary:

Per Article III of the Yale Valley Library Board of Trustees Bylaws, the Board's officers shall be a Chair, a Vice-Chair, a Secretary and a Treasurer elected from among the appointed trustees at its regular June meeting.

Key Points

Terms: Officers shall serve a term of one year, from July through June following their election.

Duties: The Chair shall preside at all meetings of the Board; authorize special meetings; appoint committees; execute authorized documents; and perform all other duties associated with that office. The Chair shall act as spokesperson for the Board and act as its representative with other organizations and activities unless another representative shall otherwise be authorized by the Board; provided however the Chair may delegate to any Trustee these duties and such person shall make no statements that will obligate or commit the District except pursuant to prior authorization of the Board.

The Vice-Chair, in the event of the Chair's absence or inability to act, shall assume the Chair's duties.

The Secretary shall insure that a true and accurate record is maintained of all meetings of the Board, and in the absence of the Chair and ViceChair, shall preside at a meeting of the Board.

The Treasurer shall review monthly invoices and operating expenses and shall advise the Board on payment of these invoices.

Vacancies: Any vacancy occurring in any elected office shall be filled at the next regular meeting of the Board.