



Yale Valley Library District
PO Box 434
Ariel, Washington 98803



Yale Valley Library District Board of Trustees

Regular Meeting

August 12, 2021

Location: Yale Valley Library

Attendees: YVLD Board of Trustees: Eric Reese, Tina Moir, Cynthia McAllister, Kathi Wheeler

FVRL: Jennifer Hauan, Carrie Greenwood, Amelia Shelley (Virtual)

YVLD: Lesley Miller

Guests: Mariah Stoll-Smith Reese, Bob & Barb Boyd

1. Eric Reese, Chair, called the meeting to order at 6:05pm.
2. The agenda was requested to be amended to include a discussion of an additional item to Fiscal Policy (Item 9A) by Trustee McAllister. She would like to discuss the distribution of funds for the Grand Opening of the library from the YVLD. Moir/McAllister The motion was approved by each trustee present. Agenda Amended
3. Introductions/Welcomes/Chair Announcements
Reese welcomed new Trustee Cynthia McAllister to the board. Wheeler noted that a flyer mailed to all residents of the district from the Port of Woodland mentioned the initial phase of a fiber optic cable from Ariel to Cougar. The library was mentioned as one of the beneficiaries.
4. Consent Agenda
 - a. Minutes of the July 8, 2021 meeting were approved. Moir/McAllister The motion was approved by each trustee present.
 - b. Approval of the building project bills, reviewed by Trustee Moir. Tina reported the bills for this month in the amount of \$24,027.86. Moir/Wheeler The motion was approved by each trustee present.
5. FVRL/YVLD Service Contract Invoice Approval. (First Half) Moir made a motion that the board approve the first half payment of \$59,813.00 for January-June for contract services with FVRL. .Moir/Wheeler The motion was approved by each trustee present.

6. Library Operations: Telepen and Advertising. Jennifer Hauan reported that Telepen is up and running. This is the system that allows individuals into the library with their library card when staff is not present. The promotion department would like to promote the service in the district wide newsletter. Times the system would operated would be Monday-Thursday, 9am-8pm; Friday and Saturday, 9am-6pm; Sunday, 10am-6pm. Lesley Miller said there have been not any issues and residents need to know when they can access the library when staff is not present. It is hoped that by next month patrons will be able to reserve the meeting room online.
7. Art Display and Loan Policy. The board did not have any changes to the Display and Exhibits Policy brought to the board by Trustee Wheeler. She will brng the policy back to the board next month for a vote.
8. Art Display and Loan Agreement. The board agreed on the form of the agreement. It should be made clear to individuals who exhibit that their work is not insured.
9. Fiscal Policy Management. The YVLD Fiscal Policy was discussed in relationship to amended agenda item 9a. The Friends of the YVLD are requesting funds from the district that would help cover the costs of items, called Gifts to the Public, during special events. The upcoming Grand Opening would be one. An addition to the current Fiscal Policy which would cover items given to the public but not enrich any one individual would be appropriate now as the district has more opportunities to interact with the public at events and programs. Wording such as, 'The board shall approved such reasonable expenditures that are to promote the library.' Moir would like to add to the Fiscal Policy that YVLD along with FVRL will be able to pay small expenditures for "Life Safety" items with a cap on the amount.

Mariah Stoll-Smith Reese reported on the progress of the Grand Opening for the YVLD library. The date for the event is Sunday, September 26, 2021 from 2-6pm. The committee has secured a large tent from the Woodland library and 6 pop up tents from the FVRL Foundation. They are trying to prepare for any event regarding the changing pandemic rules. If some events can't take place or must be shifted due to spacing, they have tried to take that into consideration. The speakers will not do too much talking. A possibility is children's programs such as Creature Feature, Birdman and Hannah. It is possible that the programs will have to be split and they are preparing for that also. Food will be prepackaged. A possible book giveaway throughout the event and activity tables for young and old are planned. Special buttons, bookmarks along with an information table with a display of the districts history will be highlighted. It will be billed as a Family Fun event with activities for all. It is also possible there will be live music, but that is still not confirmed. The committee is looking for special ribbon and scissors for the ribbon cutting portion. Advertising will include printed flyers, social media, newspapers and a banner with the date and time in front of the library.
10. Covid Update. Amelia Shelley had to leave for an event, Jennifer Hauan gave the report. All library's' staff must wear masks. It is recommended for patrons to wear masks but not required. There will be no in person adult gatherings.
11. Financial Report. Carrie Greenwood reported that our tax collection for this year is at 56%. Slightly higher than last year. Carrie reported we missed the \$7531.31 last month and it will be paid this month. We have approximately \$49,000.00 unpaid on the building. When it is completed she will notify Washington Department of Revenue; Washington Labor and

Industries; Employment Security. This will take approximately 30-60 days. Last month's capital spending was \$37,724.00. August will be \$24,027.86.

12. A. Flag Pole. Jay McCuiston reports that he received a quote of \$1250.00 for supplying and installing a LED light on the corner of the building to light up the flag. This would be in place of the solar lighting that was first proposed. Cost for Facilities to install the pole would be approximately \$250.00. A motion was made to allow up to \$3500.00 for the purchase, installation and electrical lighting for the flag pole. Moir/Wheeler The motion was approved by each trustee present.

B. Trustee Wheeler brought to the board attention the pixs that she took at the new Ridgefield Library of the art hanging system they have in place. It is not a Sta System but an Anakawa system. She would like the board to approve funds to install a system for hanging all types of art beginning in the meeting room. Working with Jennifer, Lesley and Jay, we could devise a system that will meet the needs of displaying art, quilts and library materials throughout the library. A motion was made to spend up to \$1000.00 on one of the systems described.

McAllister/Wheeler The motion was approved by each trustee present.

C. Custodial Services for the library. Clean World Maintenance, Inc. has proposed a bid to clean the library 2 days a week @ \$390.00 a month; clean carpets per time @ \$300.00; floors per time @ \$275.00; windows per time @ \$248.00. This contract would extend through the rest of 2021. There was discussion of possibly hiring someone locally. However, at this time there is no one available. There was a motion made to approve the contract with Clean World Maintenance, Inc. through the end of the year. Moir/Wheeler The motion was approved by each trustee present.

Jay went on to discuss landscaping and irrigation and other issues with the building. A landscape architect would need to be hired first to develop a plan which would include the plant types and any irrigation that may be needed. To irrigate the main waterline would need to be tapped into and a backflow device installed in addition to any piping for irrigation.

Jay is looking into a price for a blind for the staff window. It will need to match the ones in the rest of the building. The storage shed is scheduled to be delivered the first part of September. The water leak outside the building has been repaired and bollards have been place around the area to keep anyone from driving over it. Jay is monitoring the post and cable to prevent anyone from driving in back of the library.

13. Branch Report Jennifer Hauan. Jennifer reported that the special event Revolutionary Reads is tonight. A new addition to the FVRL website is access to over 7000 newspapers and magazines worldwide. FVRL is interviewing for a new position, Deputy Director. This position will work with Amelia and allow for better coverage and service. Amelia will still be attending our board meetings. Lesley Miller has put up a new book display in our library and is working on our Facebook page. She feels that advertising Telepen will increase our visitors to the library. She has completed 3 Story Walks outside with groups. Lastly she would like to work with the Forest Service to coordinate information about area attractions. She is getting questions at the library about places to visit in the area.

14. Citizen Comments. Barb Boyd thanked the YVLD Board for approving funds for the Flag Pole.

15. Board Comments. Cynthia McAllister presented to the board a card of thanks from Chris Conroy, former trustee.

The meeting was adjourned at 7:25pm. Wheeler/Moir

Respectfully Submitted,

Kathi Wheeler, YVLD Board Secretary

Presiding Officer


[Eric Reese \(Sep 19, 2021 19:34 PDT\)](#)

Sep 19, 2021

YVLD Board Chair

