



Agenda for Regular Public Meeting

Date: October 9, 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/Chair Announcements | INFORMATION |
| 4. Consent Agenda | ACTION |
| a. Minutes Approval: August 21, 2025 | |
| 5. Financial Report | INFORMATION |
| a. August 2025 | |
| 6. 2026 Draft Budget – 1 st Reading: Catrina Galicz | INFORMATION |
| 7. Branch Manager Report: Holland Christie/Lesley Miller | INFORMATION |
| 8. Friends of Yale Valley Library Report: Tina Moir | INFORMATION |
| 9. Public Comments | |
| 10. Board Comments | |
| 11. Adjournment – Next Regular Meeting November 13, 2025 at 3 p.m. | |

Yale Valley Library District

Regular Meeting

August 21, 2025

Yale Valley Community Library

Trustees Present: Cynthia McAllister, Julia Starr, Emelda Ochoa, Alyssa Demenko, Lottie Stoll-Smith

FVRL: Jennifer Giltrop, Holland Christie

Friends of the Yale Valley Community Library: Tina Moir

Members of the Public: Rob Starr and Kathi Wheeler

1. The meeting was called to order by Cynthia McAllister at 3:01pm. Name tags were handed out to the trustees by Jennifer Giltrop.
2. Agenda approval – Emelda Ochoa moved to approve the agenda with the amendment to add the agenda item of a report by the Friends of the Yale Valley Community Library (FYVCL) with Tina Moir, president of FYVCL, presenting. Alyssa Demenko seconded. The motion was approved with 5 out of 5 votes.
3. Chair McAllister welcomed everyone and asked that the board go around the table and introduce themselves. Giltrop introduced the newest Trustee, Lottie Stoll-Smith. All board trustee vacancies have now been filled.
4. Consent Agenda
 - a. June 12, 2025 Minutes. An edit was noted for correction on the minutes, a spelling error on item #8, Facilities Update, first sentence “...paving id (should be is) done.” Julie Starr made a motion to approve the minutes as amended. Ochoa seconded. The motion was approved with 5 out of 5 votes.
5. Friends of the Yale Valley Community Library Report — President Moir attended the ALA United for Libraries (Association of Library Trustees, Advocates, Friends and Foundations) virtual conference, sponsored by the Vancouver Friends, which focused on items like strategic planning and assessing strengths and opportunities to interact with the community. An example would be handing out a survey to the library patrons asking what they would like to see the YVCL do for the library. Moir requested that FYVCL be added as an agenda item to future board meetings. At the board meetings, Moir will provide updates and work to ensure FYVCL are collaborating with the board. FYVCL’s

next meeting is September 21, 2025 at 11a.m. This meeting will focus on jump starting a strategic plan for 2026.

6. Financial Report – Three months of financials; May, June and July 2025 were included for the board's review. Giltrop focused her oral report the most current month's financials, July 2025.

Tax Revenue for July, 2025 was \$1,951. Miscellaneous income was \$1,449. Total income for July was \$3,400. There were no Expenditures for July. Ending July 31, 2025 Total non-Capital reserves were \$265,764. Capital Reserves were \$146,740.

The financials were discussed. Thus far, the library District has not had to transfer any capital reserves, though this will be assessed as we approach year end. The library District is doing very well for now. It is anticipated that a levy lid lift for YVLD may be considered in the next 3-5 years.

Starr made a motion to approve receiving and filing the July 2025 financial statements. McAllister seconded. Motion approved with 5 out of 5 votes.

7. Branch Manager Report – Holland Christie provided the Yale Valley Monthly Report for August 2025. She discussed the current events at the Yale Valley Library, which included welcoming over 1,400 patrons this month. The Summer Reading at Your Library program wrapped up, with a thrilling 63 YVCL readers signing up. Additionally, the library hosted some wonderful programs, each with higher turnouts than expected. The special highlight was the 75th Anniversary Celebration on Tuesday August 12th, hosted by the Yale Valley Friends group in which around 50 patrons stayed after the entertaining StuntEddy Flea Circus and enjoyed lunch, explored the library and celebrated this special milestone.
8. Public comments – Kathy Wheeler made a public comment that she is thrilled to see that her donated painting was put up.
9. Board comments – None, but Giltrop did stress the importance of the upcoming October and November meetings. These meetings involve reviewing the 2026 budget which requires at least 3 board members to approve. Additionally, the Board will hold required public hearings on the levy rate and adoption of the budget.
10. McAllister made a motion to adjourn the meeting. Starr seconded and the meeting was adjourned at 3:25 p.m. The motion was approved by all trustees. The next regular meeting will be October 9, 2025 at 3pm.

Respectfully submitted,



Emelda Ochoa, Secretary of the YVLD

Yale Valley Library District

For the Month Ending August 31st, 2025 (With Year-to-Date Totals)

Statement of Cash

January 1, 2025 Beginning Cash Balance	\$	385,447
Year-to-date Revenue Received		111,429
Year-to-date Expenditures		<u>(81,512)</u>
Cash Balance August 31st, 2025	\$	415,363

Yale Valley Library District

For the Month Ending August 31st, 2025 (With Year-to-Date Totals)

Schedule of Reserves

Non Capital Reserve Beginning Balance January 1, 2025	\$ 258,966
Property Tax Collections (Revenue)	82,960
Non Capital Reserve Ending Balance August 31st, 2025	<u>\$ 266,926</u>
Capital Reserve Beginning Balance January 1, 2025	\$ 126,481
Intergovernmental, Grants and Contracts (Revenue)	16,918
Miscellaneous (Revenue)	11,550
Capital Out lay (Expenses)	(6,512)
Capital Reserve Ending Balance August 31st, 2025	<u>\$ 148,437</u>
Total Non Capital and Capital Reserves	<u><u>\$ 415,363</u></u>

Yale Valley Library District

For the Month Ending August 31st, 2025 (With Year-to-Date Totals)

Revenue

Description	2025 Budget (Adopted 11/2024)	August	Year-to-Date Totals thru Aug 2025	Year -to - Date Annual Budget Percentage
Property Taxes				
Property Tax Collections - Yale Valley District	\$ 135,000	\$ 1,162	\$ 82,960	61.45%
Total Property Taxes	135,000	1,162	82,960	61.45%
Other Taxes				
Leasehold Excise Tax	-	-	-	0.00%
Total Other Taxes	-	-	-	0.00%
Intergovernmental, Grants & Contracts				
DNR - Timber Revenue	37,000	227	16,852	45.54%
DNR - Other Revenue	600	0	67	11.15%
Total Intergovernmental, Grants & Contracts	37,600	227	16,918	45.00%
Miscellaneous				
Investment Interest	5,000	1,470	11,550	231.01%
Total Miscellaneous	5,000	1,470	11,550	231.01%
Total Revenue:	\$ 177,600	\$ 2,859	\$ 111,429	62.74%
Transfer from Reserves	\$ 42,400	\$ -	\$ -	0.00%
Total Revenue and Reserves	\$ 220,000	\$ 2,859	\$ 111,429	50.65%

Expenses

Description	2025 Budget (Adopted 11/2024)	August	Year-to-Date Totals thru Aug 2025	Year to Date Annual Budget Percentage
Other Services / Charges				
Professional Services	\$ 150,000		\$ 75,000	50.00%
Capital Outlay	70,000		\$ 6,512	9.30%
Grand Total Expense:	\$ 220,000	\$ -	\$ 81,512	37.05%

Net Cash Activity	\$ 29,916
Jan. 1, 2025 Cash with County Treasurer	\$ 385,447
Ending Cash August 31st, 2025	\$ 415,363

Yale Valley Library District

DRAFT 2026 Budget

Schedule of Reserves

	2025 (Projected - Actual)	2026 Proposed Budget
Non Capital Reserve Beginning Balance January 1	\$ 258,966	\$ 244,596
Property Tax Collections (Revenue)	135,630	137,700
Professional Expenses (Expenses)	(150,000)	(160,000)
Non Capital Reserve Ending Balance December 31	\$ 244,596	\$ 222,296
Capital Reserve Beginning Balance January 1	\$ 126,481	\$ 102,081
Intergovernmental, Grants and Contracts (Revenue)	30,100	30,100
Miscellaneous (Revenue)	15,500	15,500
Capital Out lay (Expenses)	(70,000)	(20,000)
Capital Reserve Ending Balance December 31	\$ 102,081	\$ 127,681
Total Non Capital and Capital Reserves	\$ 346,677	\$ 349,977
90 Day Operating Reserves	37,500	40,000
Total Budgeted Expenditures covered	18.91	19.09

Yale Valley Library District

DRAFT 2026 Budget

Revenue

Description		2023 Actual	2024 Actual	Budget 2025	2025 Projected - Actual	Proposed Budget 2026	2026 Budget Change from 2025 Budget
Property Taxes							
001311.10	Property Tax Collections - Yale Valley District	\$ 126,532	\$ 132,538	\$ 135,000	\$ 135,630	\$ 137,700	2,700
Total Property Taxes		126,532	132,538	\$ 135,000	135,630	\$ 137,700	2,700
Intergovernmental, Grants & Contracts							
035 335.02	DNR - Timber Revenue	31,603	45,262	\$ 37,000	30,000	\$ 30,000	(7,000)
040 335.02	DNR - Other Revenue	0	2,887	\$ 600	100	\$ 100	(500)
Total Intergovernmental, Grants & Contracts		31,603	48,149	\$ 37,600	30,100	\$ 30,100	(7,500)
Miscellaneous							
095 361.11	Investment Interest	9,620	15,372	\$ 5,000	15,500	\$ 15,500	10,500
367-10	Non-Governmental Contributions	50	-	\$ -	-	\$ -	-
Total Miscellaneous		9,670	15,372	\$ 5,000	15,500	\$ 15,500	10,500
Total Revenue:		\$ 167,805	\$ 196,059	\$ 177,600	\$ 181,230	\$ 183,300	5,700
Transfer from Reserves		\$ -	\$ -	\$ 42,400	\$ 38,770	\$ -	(42,400)
Total Revenue and Reserves		\$ 167,805	\$ 196,059	\$ 220,000	\$ 220,000	\$ 183,300	(36,700)

Expenses

572.41	Professional services - FVRL	\$ 140,117	\$ 145,000	\$ 150,000	\$ 150,000	\$ 160,000	10,000
572.41	Professional Services - Other	-	-	-	-	-	-
572.62	Capital Outlay	-	38,336	70,000	70,000	20,000	(50,000)
Grand Total Expense:		\$ 140,117	\$ 183,336	220,000	\$ 220,000	180,000	(40,000)