FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Serving Clark, Skamania and Klickitat Counties, and Woodland and Yale Precinct in Cowlitz County

AGENDA FOR PUBLIC MEETING

DATE: Monday, April 21, 2025 at 6:00 pm
LOCATION: **In Person:** Washougal Community Library; 1661 C. Street; Washougal, WA 98671, Washougal Community Center
Zoom Link: https://us02web.zoom.us/j/87566671288 *or* call in: 1 (971) 247-1195
Meeting ID: 875 6667 1288 Passcode: 844432

1. **Call to Order**
2. **Agenda Approval** — ACTION
3. **Chair Announcements** — INFORMATION
4. **Public Comments (limit 2 minutes each)**
5. **Consent Agenda** — ACTION
   a. Approval of the March 17, 2025 regular meeting minutes
   b. Approval of the April 3, 2025 special meeting minutes
   c. Approval of the Claims for March 2025
6. **Reports**
   6.1 February 2025 Financial Statements: Catrina Galicz — ACTION
   6.2 Washougal Branch Report: Zoe Nash — INFORMATION
   6.3 FVRL Organizational Report: Alicia Gamori — INFORMATION
7. **Business**
   7.1 **Facilities and Finance Committee**
      a. Staff Report 2025-07 Levy Lid Lift Service Plan Options — INFORMATION
      b. Levy Lid Lift Service Plan Options — ACTION
      c. Resolution 2025-06 Levy Lid Lift Service Plan — ACTION
8. **Board Comments**
9. **Setting for next regular meeting:** Monday, May 19, 2025 at 6:00 PM at the Stevenson Community Library/Zoom
10. **Adjournment**

Board of Trustees Meeting Minutes
Thursday, April 3, 2025 – 4:00 PM
Special Meeting
Vancouver Community Library
901 C Street, Vancouver 98660
Columbia Room
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 (remote), Mary Williams
Absent: Irina Kakorina, Olga Hodges
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/j87566671288 • 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 4:00 p.m.
2. **AGENDA APPROVAL** – At 4:01 p.m. Mary Williams made a motion to approve the agenda. Megan Dugan seconded. Motion approved with 5 out of 5 votes.
3. **CHAIR ANNOUNCEMENTS** – There were no chair announcements.
4. **PUBLIC COMMENTS** – At 4:02 p.m. public comments began with the following speakers.
   - Rachel Ernst of Vancouver made a public comment about the levy lid lift options.
   - Jake Ausmus of Vancouver made a public comment about the levy lid lift options.
   - Nerissa Eckerson of Vancouver made a public comment about the levy lid lift options.
   - Monica Garcia of Vancouver made a public comment about levy lid lift options.

   At 4:10 p.m. the chair closed public comments.

5. **LEVY LID LIFT**

   5.1 **Staff Report 2025-06 Levy Lid Lift Service Plan Options** – At 4:10 p.m. the chair gave the floor to Jennifer Giltrop to present the Staff Report 2025-06 Levy Lid Lift Service Plan Options. Giltrop provided a reminder of the levy timeline and emphasizing key milestones. The board has engaged in ongoing discussions from the September 2024 board retreat though the January 2025 meeting when the board approved a resolution to place a levy lid lift to restore the levy rate to the $.50 per $1,000 of assessed value on the August 5, 2025 ballot. Giltrop noted that the last levy lid lift occurred 15 years ago and passed narrowly. Revenue has grown 2–3% annually in recent years while expenditures have increased 4–5%, creating a $4.7 million gap in 2025, covered by reserves. This gap is projected to reach $7.6 million in 2026 without new revenue and is not sustainable.

   Giltrop noted the many considerations when making decisions regarding potential cuts or investments. These include community needs and expectations, fiscal sustainability and responsibility, impact on service levels and quality, infrastructure and facility maintenance,

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strategic growth, and innovation. The organization must also follow collective bargaining agreements with its two labor unions, noting that both union and non-union positions may be affected. FVRL adheres to a 60–90 day fund balance policy to ensure timely payments to staff and vendors. This policy will guide potential budget cuts if the levy is unsuccessful. Maintaining system integrity remains a priority which is what the board will see throughout the presentation through the breakout of how revenues are allocated.

Giltrop shared the financial projections for Option 1 (Levy Passes) which would continue the same level of service and would also include completion of the Washougal Community library in 2027 but would include no other additions or buildings. This option is estimated to last through 2040. With this service plan, financial modeling shows that FVRL would not need to start pulling from the reserves for the same level of service until 2035. Giltrop shared a pie chart illustrating the breakdown of the 2026-2030 budget under this option with 69% of the budget toward personnel, the industry standard and best practice of 12% devoted to library books and materials, 14% for other services and charges, and 5% for supplies, small equipment and technology.

Giltrop shared the financial projection chart for Option 2 (Levy Passes) which includes district-wide investment in additional services and increases open hours by 13%. In this model the Washougal Community Library is built, plus the potential of one other facility in the district (to be determined by the study and Master Facilities Plan) and a bookmobile for Clark County. This model is five years shorter than Option 1(Levy Passes) with the need to go back to the voters in 2035. The breakdown of the budget in the case of Option 2 is predominantly the same as in Option 1 (Levy Passes) except that 70% goes toward personnel.

Giltrop shared the financial projection chart for Option1 (Levy Fails). This scenario includes a significant 30% budget reduction in 2026 to align expenses with projected flat revenue growth. The District would not pursue construction of the Washougal Community Library or any other facilities, nor add a bookmobile. Closure of the Vancouver Mall Library is proposed when its lease ends in 2028, due to high lease costs and the presence of other nearby libraries that have since been established or expanded. Although the District will continue to receive property tax revenue—even at a reduced levy rate—growth will be limited to 1% annually. Without additional funding, expenses will increasingly outpace revenue. A second 30% budget reduction is projected for 2029 if no new levy is approved by that time.

Giltrop shared the financial projection chart for Option2 (Levy Fails). This option focuses on making targeted cuts to keep services as intact as possible while aligning expenses with revenues. Reserves would still be used, though the District would maintain the 60–90 day fund balance target to ensure timely financial operations. Under this scenario, branch and Bookmobile hours would be reduced by 15% in 2026, with further reductions totaling 31% between 2027 and 2030. No new buildings or bookmobiles would be added, but existing facilities would be maintained with the exception of Vancouver Mall, still proposed to close at the end of the lease.

Giltrop closed with a comparative overview of all options. A table provided a side-by-side comparison including differences in branch hours, capital projects, and operating allocations. A side-by-side comparison of the budget break down pie charts for each option was presented. Giltrop closed her presentation with the reminder that the board will have to make a decision on

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what service option will be in the case of the levy passing or the levy failing and encouraged questions and discussion.

Chair Morgan asked with Option 1 (Levy Passes) if no new services are added how will the District serve equitably amid the rapid growth in the district. Giltrop responded by agreeing that growth in the district presents a challenge for service gaps. Giltrop cited for an example the different operating hours for different libraries that could be a point of confusion for patrons outside their home library. She emphasized the broader economic pressures across all government sectors and the need to restore funding to sustain current services. Giltrop noted that it could be a potential challenge to justify to the individual tax payer an increase without expanded services. Strategic and facilities planning is underway to address long-term equity and access, regardless of future budget outcomes.

Mary Williams asked about how potential risks and uncertainties related to both levy pass and fail scenarios. Questions were raised about inflation, economic volatility, and how financial projections could adapt to unforeseen changes. Giltrop confirmed that forecasts are based on current data and are revisited regularly, with flexibility to adjust as conditions evolve.

Marie Coffey asked about Tax Increment Financing (TIF) and if leadership is able to predict or adapt to more tax zones coming into effect in relation to these option and the levy lid lift. Giltrop explained the impact of Tax Increment Financing (TIF) on library funding. Currently, there are three active TIF areas in the district with a fourth TIF area just forming. The current TIF areas are an estimated $11 million less in revenue over 25 years to FVRL. TIFs allow cities, counties, and ports—not libraries—to create special taxing zones without voter approval. These areas capture all property tax revenue growth, including the library's 1% annual increase and any new construction value. As a result, while service demand increases in growing areas, the library does not receive the associated tax revenue despite public perception that taxes are fully supporting library services.

Williams asked about the emotional and human impact of potential staff reductions if the levy fails, expressing concern about morale, mental health, and job security. Giltrop acknowledged the difficulty of planning during uncertain times and emphasized efforts to maintain transparent communication with employees, including holding workshops and sharing all available information. Emotional and professional support resources, such as the Employee Assistance Program, remain available, and ongoing staff development and training will continue regardless of the levy outcome. Staff resilience was highlighted, along with a continued belief in community support for the library and its mission.

Williams noted that in the case that the levy fails, the District would have to try again and asked for a reminder of the costs associated with repeated ballot measures. Giltrop responded that each election could cost between $280,000 and $500,000, depending on how many issues appear on the ballot across the four counties the district serves. In addition to direct costs, Giltrop emphasized the significant opportunity cost, noting that hundreds of staff hours have already been dedicated to levy planning and information outreach. Should the levy fail, additional time and resources would need to be redirected toward planning future measures and updating financial projections, further diverting efforts from other library priorities.

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Mary Ann Duncan Cole inquired about exploring alternative funding models for new library buildings, potentially placing more financial responsibility on communities directly benefiting from them. Giltrop confirmed that community contributions, including land donations and fundraising, have historically supported projects. However, the scale of funding needed typically exceeds what local fundraising can cover. Issuing district debt or forming Library Capital Facility Areas (LCFAs), require local voter approval to fund new buildings through bonds. Examples include Three Creeks and Vancouver libraries, which were funded in part through CFAs. Bonds for the Vancouver Library Capital Facilities Area are expected to be paid off in 2028. Giltrop noted that the District has a mix of owned and leased facilities, which factor into long-term planning.

In response to further questions, Giltrop explained that under RCW 27.12, the District is funded primarily through property taxes, with no authority to explore other tax revenue mechanisms. While library types across Washington vary (municipal, county, district), many face similar constraints and rely on levy lid lifts to maintain service levels. Ongoing legislative discussions may affect the 1% growth cap, but regardless of any changes, a levy lid lift is still necessary for sustainability.

The board emphasized the need for transparency with the public, especially regarding the outcomes of a pass or fail. There was consensus that all options are difficult but necessary to prepare.

The meeting closed with a reminder that the Board will vote on April 21 to finalize which service scenarios move forward depending on the levy outcome. Trustees were encouraged to provide any final suggestions well in advance of that meeting so that materials could be prepared accordingly.

5.2 **Information & Engagement Strategy**– At 5:14p.m. Julian Mendez presented the Information and Engagement Strategy for the Levy Lid Lift. The campaign's core focus is on providing clear, neutral, and accessible information to the public while maintaining legal compliance with Washington state law. The effort is strictly informational and does not involve advocacy.

Objectives of the campaign are to educate residents about what the levy is and how library funding works, to explain potential impacts depending on whether the levy passes or fails and to ensure materials are accessible across languages, communities and communication preferences.

The strategy aims to reach both current library users and non-users across a large and diverse district. It emphasizes shared community values such as access, trust, equity, and inclusion. Mendez shared datapoints highlighting the FVRL's community engagement which demonstrate the library's reach and relevance in residents' daily lives.

The campaign messaging will center on three key questions; 1. What happens if the levy passes or fails. 2. What does $16.67 a month (based on the 2024 district average home value of $400,000) represent in terms of service value. 3. How does this connect to the library's history and future? Comparisons were provided to contextualize the monthly cost, equating it to services like tutoring, streaming, or exercise classes—resources all offered through the library.

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The campaign will align with the library's 75th anniversary and ongoing strategic and facilities planning efforts, inviting the public to reflect on the role of the library in the community. Outreach efforts will be grounded in three principals 1) accessibility—making the information widely available, 2) consistency – keeping the message clear and accurate, and 3) neutrality—staying fact-based and informational.

Materials will include translated flyers, fact sheets, posters with QR codes, and content integrated into existing library publications. These resources will be distributed at branches, bookmobiles, outreach events, and through community partners**,** ensuring broad, passive access without pressure, in alignment with the principles of a neutral information campaign. Only designated leadership staff will respond to levy-related questions to ensure message consistency and legal adherence. Frontline staff will not initiate conversations, but materials will be made readily available.

The presentation concluded by reaffirming the campaign's commitment to empowering residents through access to reliable, factual information, supporting informed decision-making ahead of the August 5, 2025 vote.

After Mendez's presentation Giltrop encouraged the board, the staff, and the community to share with the district feedback, ideas, or anything that would help the district connect and provide information.

6.3 Resolution 2025-05 Levy Lid Lift Pro & Con Committees – At 5:33 p.m. the Chair introduced the Resolution 2025-05 Levy Lid Lift Pro & Con Committee. Giltrop provided the background on how the committees where determined. A press release went out as well as social media and people responded with their interest in serving either the pro or con committee. There is only one pro and one con committee needed for the whole district and each committee can have up to three people. The resolution would be to appoint those people to the respective committee. The executive committee of the board met to review all of the name and move forward this resolution.

In response to a question Giltrop also clarified that once the board approves the resolution, the District will turn it into the county who may try to fill out the con committee, as that only has one person who volunteered and confirmed interest.

At 5:35 p.m. Dugan made a motion to approve Resolution 2025-05: Levy Lid Lift Pro & Con Committees. Coffey seconded. Motion approved unanimously with 5 out of 5 votes.

6. BOARD COMMENT - at 5:36 p.m. the Chair opened the floor for board comments.

- Dugan commented about the levy lid lift service plan option. As a former FVRL staff and WPEA member, Dugan stressed how important the staff are to the library and that she supports minimal cuts if the levy fails.
- Williams, as board liaison to the Foundation, acknowledged new foundation Director, Jenny Wilkerson and her excitement for how the foundation is mobilizing their fundraising efforts.
- Chair Morgan thanked everyone who attended the meeting and thanked the staff for their comments.

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7. **Setting for next Regular meeting**; Monday, April 21, 6:00 p.m. at Washougal Community Library – Washougal Community Center.

8. **ADJOURNMENT –** At 5:38 p.m. Williams made a motion to adjourn. Dugan seconded and the meeting was adjourned at 5:39 p.m.

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FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES
1950 2025

Serving Clark, Skamania and Klickitat Counties, and Woodland and Yale Precinct in Cowlitz County

Board of Trustees Meeting Minutes
Monday, March 17, 2025 – 6:00 PM
Regular Meeting
Three Creeks Community Library
800-C NE Teeney Road, Vancouver 98685
Community Room
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 (remote), Olga Hodges (remote), Irina Kakorina, Mary Williams
Absent:
Present Staff: Jennifer Giltrop, Executive Director; Alicia Gomori, Deputy Director; Elizabeth Moss, Branch Manager; 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: 375 6667 1288 • Passcode: 844432 • Phone Access 206-337-9723

Fort Vancouver Regional Library Business Meeting Minutes
AGENDA:

1. **CALL TO ORDER** - Chair Morgan called the meeting to order at 6:01 p.m.
2. **AGENDA APPROVAL** – At 6:01 p.m. Megan Dugan made a motion to approve the agenda. Irina Kakorina seconded. Motion approved with 7 out of 7 votes.
3. **CHAIR ANNOUNCEMENTS** – There were no chair announcements.
4. **PUBLIC COMMENTS** – At 6:03 p.m. public comments began with the following speakers.
    - Emily Grandy of Vancouver made a public comment about equity and diversity.
    - Quill Onstead of Portland made a public comment about drag queen story hour.
    - Tiffany Heine of Clark County made a public comment about drag queen story hour.
    - Carolyn Riddle of Clark County made a public comment about federal cuts.
    - Margo Logan of Portland made a public comment about a book suggestion.
    - Charles Forshew of Vancouver made a public comment about how FVRL is great.
    - Jude Jay of Clark County made a public comment about DEI.
    - Gary Wilson of Clark County made a public comment about programming for children.
    - Julie Koepp of Clark County made a public comment about her love of the library.
    - John Wolf of Battle Ground made a public comment about the library as the third space doing social good.
    - Nancy Dickinson of Battle Ground made a public comment about response to the executive order and loss of IMLS funding.

    At 6:23 p.m. the chair closed public comments.

5. **APPROVAL OF CONSENT AGENDA ITEMS**– At 6:23 p.m. Mary Williams made a motion to approve the Consent Agenda. Megan Dugan seconded. Motion approved with 7 out of 7 votes.

6. **REPORTS**

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6.1 FINANCIAL STATEMENTS AND HIGHLIGHTS – At 6:24 p.m. Catrina Galicz presented the following highlights for the month ending January 2025.

Statement of Cash: January's end cash balance was approximately $16.5 million. This is an almost $1.8 million decrease over January's beginning of the month cash, which indicates expenditures are outpacing revenues in January. This is expected as FVRL's primary source of revenue being property tax that comes in April and October. The 60 and 90-day reserve requirement is still being met and reserves and capital reserves were not spent down in January.

Statement of Revenue: Property taxes represent more than 90% of the revenues and a substantial portion of those come in April and October. In January some federal monies that were not budgeted for came in. In 2024, FVRL expended approximately $10,000 in federal grants and the library received some reimbursements in 2025 from those grants. The large amount in the miscellaneous category line is for an insurance reimbursement that wasn't expected in 2025 because it was canceled in September of 2024.

Statement of Expenses: Overall, 2025 started slightly under budget. However, expectations in terms of activity and timing of expenditures are being met. Personnel expenditures are at 7% of budget. This is to be expected as FVRL continues to close the gap on vacancies. Four areas that are slightly above budget include professional collection and technology which is coming in at 15%. Electronic resources is coming in at 9%, IT maintenance and licensing is coming in at 12% and miscellaneous, dues and other at 15%. These are all above the 8% based on annual dues and memberships being paid in January. There's just under $5,000 expended in capital outlay for Woodland.

Jennifer Giltrop addressed the President's executive order that was put into to place on March 14 which moves to eliminate the Institute of Museum and Library Services. IMLS is the division of government that disperses funds to state libraries and museums for grants and programs. This will be detrimental to the state of Washington and the Washington State Library which received $3.9 million and funds 32 positions serving the state library, services to libraries, incarcerated library services and the Talking Book and Braille Library Program. As for FVRL, other than the grant mentioned in Galitz's report, FVRL does not receive direct funding through the federal government. However, FVRL is a recipient of resources that the state library provides, such as Linkedin Learning.

RECEIVE AND FILE JANUARY FINANCIAL STATEMENTS – At 6:31 p.m. Marie Coffey made a motion to approve receiving and filing the January 2025 financial statements. Irina Kakorina seconded. Motion approved with 6 out of 7 votes.

6.2 ORGANIZATIONAL REPORT – At 6:32 p.m. Alicia Gomori presented the following highlights of the organizational report:

- Staff from **Battle Ground Community Library** attended the Black History Month fashion show at Fort Vancouver High School to share library resources and engage with students.
- **Cascade Park Community Library** is offering a Spanish-language computer class to support digital literacy among Spanish-speaking patrons.
- **La Center Community Library** staff facilitated a meaningful connection between patrons through shared genealogy interests and cultural backgrounds.
- **Washougal Community Library** Branch Manager Zoe presented on healthy food access and promoted the seed library at a Clark County Commission on Aging panel.
- **District-Wide (IT Department):** New 3D printers were installed to replace outdated equipment and support creative programming across branches.

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- **District-Wide (Programs & Outreach):** Jackie Little received the Washington Library Association's Outstanding Service Award for her 3D printing work in disability advocacy with veterans.
- **Vancouver Community Library** hosted a successful community resource fair with over 200 attendees and 20 service agencies offering on-the-spot support.
- **Friends of the Woodland Library** will also be receiving a Leadership Award from the Washington Library Association for their years of fundraising for the new Woodland Community Library.

6.3 THREE CREEKS BRANCH REPORT – At 6:37 p.m. the Chair invited Three Creeks Branch Manager Elizabeth Moss to present the Three Creeks Branch Report. In 2024, Three Creeks Library experienced a year of notable growth and deepened community engagement. Library usage increased 4.3% over previous year. The branch issued more than 2,100 new library cards—a 10.7% increase from prior year—and saw a 17% rise in computer sessions. The branch offered 485 programs—a 41% increase from the previous year—drawing over 13,500 participants. Once again, Three Creeks led the district in summer reading participation, welcoming more than 1,800 readers, a nearly 29% increase from 2023.

The library focused on expanding its reach to underserved populations by launching and growing programs tailored to homeschoolers, tweens, adults with disabilities, seniors, and English language learners. Notable initiatives included monthly accessible crafts, the popular Goat Happy Hour event, and weekly ESL classes in partnership with Goodwill. Outreach efforts extended beyond library walls, with continued success in the "Outreach in the Park" series, programs at senior living facilities and recovery centers, and robust school partnerships. Programs with Hazel Dell schools, Skyview High School's robotics team, and local elementary schools helped bring library services directly into the community.

Three Creeks Community Library also expanded its network of community partnerships, collaborating with organizations such as Humanities Washington, Master Gardeners, the Alzheimer's Association, Red Cross, League of Women Voters, and Willamette Writers. A highlight of the year was receiving an ALA "Thinking Money for Kids" grant, used to pilot financial literacy programming during Homeschool Hangouts, with plans for future expansion. Patron feedback reflected strong appreciation for the library's welcoming atmosphere and impactful programming. Moss recognized staff and the Friends of the Library for their essential role in supporting the branch's mission of growth, connection, and inclusion.

7. BUSINESS

7.1 FACILITIES AND FINANCE COMMITTEE

A. **Resolution 2025-03: Non-Resident Fee** — At 6:50 p.m. Giltrop provided the background on Resolution 2025-03. In February, the board approved the Library Privileges Policy which updated the methodology for calculating the non-resident fee. This resolution is about setting the fee, which is $107 effective April 1, 2025.

At 6:51 p.m. Mary Williams made a motion to approve Resolution 2025-03: Non-Resident Fee. Irina Kakorina seconded. Motion approved unanimously with 7 out of 7 votes.

B. **Staff Report 2025-05 Levy Lid Lift – Service Plan Options –** At 6:52 p.m. The chair gave Giltrop the floor to present on staff report 2025-05 Levy Lid Lift Service Plan Options. Giltrop presented an overview of preliminary options being considered in preparation for the August 5, 2025 levy lid lift election. The board had previously approved Resolution 2025-01 in January, requesting voter authorization to restore funding to $0.50 per $1,000 of taxable assessed value. Based on a median home value of just under $400,000, the

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proposed levy would cost taxpayers an estimated $199.82 annually, representing an increase of approximately $7.71 per month. A special board meeting is scheduled for April 3 at the Vancouver Community Library to allow in-depth discussion of the proposed options, with final direction expected to be approved at the regular board meeting on April 21 in Washougal.

The presentation emphasized aligning FVRL's mission—lifelong learning, community engagement, and equitable resource access—with the levy conversation. Decisions are being guided by principles of fiscal responsibility, community expectations, and operational sustainability. It was noted that financial forecasts are based on the most current data but may vary over time. Additional strategic planning and a facilities master plan will launch this spring and summer, engaging the public in shaping the next 5 years of library services, and a 10 year master facilities plan, regardless of the levy outcome.

Two main options were shared in the event the levy passes.

- Option 1 would maintain current service levels, preserve 2025 branch and bookmobile hours (690 hours/week), sustain investments in materials and staff development, and fund the construction and operations of the new Washougal Community Library. This option is projected to sustain the levy through 2040.
- Option 2 would increase service hours districtwide by 13%, add a third bookmobile in Clark County, and allow for planning a new library in 2030 to address regional growth while also including funding for the new Washougal Community Library. This option would also include expanded staffing (an estimated 18 FTEs) and is projected to sustain the levy through 2035.

Should the levy fail, two reduction options are under consideration.

- Option 1, titled "Significant Upfront Reductions," would implement substantial cuts immediately to sustain the system long-term. This includes reducing service hours by 30% in 2026 and 25% in 2029, eliminating investments in new libraries or bookmobiles, and closing the Vancouver Mall Library in 2028 when the lease expires. Staff reductions would total an estimated 68 FTEs in the first year, with an additional 40 FTEs in 2029. Making significant upfront reductions would allow the district to stabilize operations and begin preparations for a future levy lid lift in 2026, with $500,000 reserved in the budget to support that effort if the current measure fails.
- Option 2, "Minimal Annual Reductions," would preserve more services and staff initially but require annual cuts to balance the budget. Branch and bookmobile hours would decrease by 15% in 2026 and continue to drop annually through 2030. The Vancouver Mall Library would also close in 2028, and staffing reductions would begin with an estimated 34 FTEs in 2026, followed by annual cuts of 7–16%. This option maintains more stability early on but increases administrative burden and operational uncertainty due to yearly adjustments. This option also requires $500,000 reserved in the budget to support another levy lid lift ballot measure.

All four scenarios will be further reviewed at the upcoming April meetings, where more detailed financial data and visual summaries will be provided. The board was invited to suggest additional options or refinements to be considered in advance of those discussions. The final decisions made on April 21 will guide the library district's public information campaign ahead of the August election.

7.2 POLICY AND NOMINATING COMMITTEE

A. **Fiscal Management Policy (Second Reading) –** At 7:22 p.m. Catrina Galitz provided a brief overview of the changes made in the Fiscal Management Policy. Updates to the Fiscal Management Policy were prompted

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by recommendations from the State Auditor's Office following the annual audit. Revisions focused on improving disbursement controls for electronic payments, strengthening cash handling procedures, and clarifying allowable staff-related expenses. In addition to addressing audit compliance, staff also made general housekeeping updates, revised budget-related language, and added a new section on grants management.

At 7:24 p.m. Megan Dugan made a motion to approve the policy as presented. Mary Ann Duncan Cole seconded. Motion approved unanimously with 7 out of 7 votes.

8. **Executive Session RCW 42.30.110(1)(c) Real Estate** – At 7:25 p.m. Chair Morgan announced that the board of trustees would exit the room to go into executive session, to return at 7:45 p.m.

   The chair called the meeting back to order at 7:45 p.m.

9. **BOARD COMMENT -** at 7:47 p.m. the Chair thanked the Three Creeks Community Library for hosting.
   - **Mary Williams** thanked the branch for hosting and the flowers. As board liaison to the Foundation Board, she continued her welcome of Jenny Wilkerson to the Foundation. The Foundation will be launching their first ever storytelling fundraising night in Washougal early this summer.
   - Olga Hodges thanked the Three Creeks Community Library for hosting and commended the branch for connecting with local groups and serving the community.

10. **Setting for next special meeting:** Thursday, April 3 at 4:00 p.m. at Vancouver Community Library. **Setting for next Regular meeting**; Monday, April 21, 6:00 p.m. at Washougal Community Library

11. **ADJOURNMENT –** At 7:49 p.m. Marie Coffey made a motion to adjourn. Megan Dugan seconded and the meeting was adjourned at 7:49 p.m.

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FORT VANCOUVER REGIONAL LIBRARY DISTRICT

Approval of Claims

As of

April 21, 2025

As required by RCW 42.24.080 and RCW 42.24.090, vouchers audited and certified by the Auditing Officer of the Fort Vancouver Regional Library District and those expense reimbursement claims which have been certified as required, have been recorded on a list and made available to the Board of Directors for approval.

As of this date, April 21, 2025 ,

The Board of Directors, by a vote does approve for payment the following vouchers, warrants, voids, and electronic transfers issued

March 1, 2025 through March 31, 2025

Accounts Payable Warrants Issued	Numbers	121321	Through	121463	$ 1,173,873.28
Accounts Payable EFT Payments		EFT02441	Through	EFT02468	$ 88,238.54
Accounts Payable Warrants Voided	Numbers				($ -)
Subtotal FVRL General Fund Warrants, EFTS, Voids					$ 1,262,111.82
Payroll Electronic Fund Transfers	Numbers	20250310	Through	20250325	$ 1,013,545.91

Other Electronic Fund Transfers Completed

Vendor	*Date*	*Amount*
ADP Payroll Fees	March 28, 2025	$ 5,574.77
KAISER HSA	March 28, 2025	$ 15,265.21
KAISER HSA	March 28, 2025	$ 58.50
WA DOR - Excise Tax	March 24, 2025	$ 647.87
WA DRS - DCP	March 12, 2025	$ 78,983.28
WA DRS - DCP	March 12, 2025	$ 4,848.91
WA DRS - PERS	March 27, 2025	$ 85,233.42
WA DRS - PERS	March 27, 2025	$ 19,261.86
Visa	March 5, 2025	$ 20,877.22

$ 230,751.04

Subtotal FVRL General Fund Warrants, Transfers, Direct Deposits, Voids $ 2,506,408.77

Total Transactions for Approval **$ 2,506,408.77**

DISTRICT LIBRARY - EXECUTIVE DIRECTOR

DISTRICT LIBRARY - AUDITING BOARD TRUSTEE

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
AFSC0001	Payment	3/6/2025	121321	AFSCME	2,778.28
ALLY0001	Payment	3/6/2025	121322	ALLYNS BUILDING CENTER	50.49
AMAZ0001	Payment	3/6/2025	121323	AMAZON.COM CREDIT	14.00
AT&T0001	Payment	3/6/2025	121324	AT & T	434.30
AVIS0001	Payment	3/6/2025	121325	AVISTA UTILITIES	169.47
BAKE0002	Payment	3/6/2025	121326	BAKER & TAYLOR	470.93
BUSI0006	Payment	3/6/2025	121327	BUSINESS MANAGEMENT SYSTEMS	7,722.00
CBMS0007	Payment	3/6/2025	121328	CBM SYSTEMS, LLC	12,955.87
CDWG0001	Payment	3/6/2025	121329	CDW GOVERNMENT INC	23,649.43
CENT0001	Payment	3/6/2025	121330	CENTER POINT PUBLISHING	438.66
CENT0012	Payment	3/6/2025	121331	CENTURYLINK	860.61
CITY0005	Payment	3/6/2025	121332	CITY OF NORTH BONNEVILLE	240.00
CLAR0004	Payment	3/6/2025	121333	CLARK PUD	3,512.24
CLAR0015	Payment	3/6/2025	121334	CLARK COUNTY TREASURER	1,258.41
COLU0005	Payment	3/6/2025	121335	COLUMBIAN	35.18
DELL0001	Payment	3/6/2025	121336	DELL MARKETING LP	174,155.66
EVER0009	Payment	3/6/2025	121337	EVERON, LLC	536.98
FORT0002	Payment	3/6/2025	121338	FVRL FOUNDATION	20.00
GALE0002	Payment	3/6/2025	121339	GALE GROUP	1,742.38
GBMA0001	Payment	3/6/2025	121340	GB MANCHESTER CORPORATION	1,023.78
GRIE0002	Payment	3/6/2025	121341	GRIEPENTROG, KATE	559.01
HACK0003	Payment	3/6/2025	121342	HACKER	2,636.30
HOME0001	Payment	3/6/2025	121343	HOME DEPOT CREDIT SERVICES	1,751.65
ICMA0001	Payment	3/6/2025	121344	ICMA RETIREMENT CORPORATION	6,702.17
INGR0001	Payment	3/6/2025	121345	INGRAM	22,322.03
INLA0001	Payment	3/6/2025	121346	INLAND FIRE PROTECTION INC	576.93
JRTM0001	Payment	3/6/2025	121347	JRT MECHANICAL, INC	861.37
KAIS0001	Payment	3/6/2025	121348	KAISER FOUNDATION HEALTH PLAN	265,912.01
KLIC0002	Payment	3/6/2025	121349	KLICKITAT COUNTY PUD	2,780.64
KLIC0009	Payment	3/6/2025	121350	KLICKITAT COUNTY PUBLIC WORKS DEPT	634.77
LING0003	Payment	3/6/2025	121351	LINGUAVA	156.97
MACD0003	Payment	3/6/2025	121352	MACDONALD-MILLER FACILITY SOLUTIONS LLC	13,065.28
MIDW0001	Payment	3/6/2025	121353	MIDWEST LIBRARY SERVICE	96.05
MIDW0002	Payment	3/6/2025	121354	MIDWEST TAPE	3,327.36
NAPA0001	Payment	3/6/2025	121355	NAPA GENUINE PARTS (CORP)	30.94
NORT0005	Payment	3/6/2025	121356	NORTHWEST NATURAL GAS COMPANY	8,210.33
OETC0001	Payment	3/6/2025	121357	OETC	67.13
OFFI0001	Payment	3/6/2025	121358	OFFICE DEPOT CARD PLAN	1,243.15
OVER0004	Payment	3/6/2025	121359	OVERDRIVE	34,703.45
PACI0001	Payment	3/6/2025	121360	PACIFIC OFFICE AUTOMATION	774.98
PARK0008	Payment	3/6/2025	121361	PARKROSE HARDWARE/BLUE TARP	26.34
PLAT0001	Payment	3/6/2025	121362	PLATT ELECTRIC SUPPLY	599.00

PLAY0001	Payment	3/6/2025	121363	PLAYAWAY PRODUCTS LLC	189.07
ROBE0013	Payment	3/6/2025	121364	ROBERT HALF FINANCE & ACCOUNTING	17,022.98
RODD0001	Payment	3/6/2025	121365	RODDA PAINT CO	155.71
SHII0001	Payment	3/6/2025	121366	SHI INTERNATIONAL CORP	19,219.03
SKAM0001	Payment	3/6/2025	121367	SKAMANIA COUNTY PUD #1	845.88
SPOK0007	Payment	3/6/2025	121368	SPOKANE CO LIBRARY DISTRICT	16.00
STAR0001	Payment	3/6/2025	121369	STAR RENTALS	1,213.01
SWAN0001	Payment	3/6/2025	121370	SWANK MOVIE LICENSING USA	250.00
SWIN0001	Payment	3/6/2025	121371	SWINGRUBER, JURINDA	30.80
TMOB0001	Payment	3/6/2025	121372	T-MOBILE USA INC	66.30
TOWN0007	Payment	3/6/2025	121373	THE TOWN OF YACOLT	200.00
ULIN0001	Payment	3/6/2025	121374	ULINE	422.53
UNIQ0002	Payment	3/6/2025	121375	UNIQUE MANAGEMENT SERVICES INC	1,790.00
USAM0002	Payment	3/6/2025	121376	USA MECHANICAL	2,264.76
VANC0001	Payment	3/6/2025	121377	CITY OF VANCOUVER UTILITIES	1,798.52
VANC0019	Payment	3/6/2025	121378	VANCOUVER SIGN COMPANY, INC	4,801.90
VANC0025	Payment	3/6/2025	121379	CITY OF VANCOUVER- FINANCIAL SERVICES	296.00
VANC0040	Payment	3/6/2025	121380	VANCOUVER TOYOTA	69.33
VERI0002	Payment	3/6/2025	121381	VERIZON	1,713.20
WALT0001	Payment	3/6/2025	121382	WALTER E NELSON COMPANY	1,396.01
WAPI0001	Payment	3/6/2025	121383	WAPITI NW, LLC	1,942.76
WILC0001	Payment	3/6/2025	121384	WILCO	17.56
WOOD0001	Payment	3/6/2025	121385	CITY OF WOODLAND	361.15
WOOD0004	Payment	3/6/2025	121386	WOODLAND TRUE VALUE	10.63
4IMP0001	Payment	3/20/2025	121387	4IMPRINT	2,533.49
ALLY0001	Payment	3/20/2025	121388	ALLYNS BUILDING CENTER	12.47
ASTO0001	Payment	3/20/2025	121389	ASTOUND BUSINESS SOLUTIONS, LLC	5,418.63
AT&T0003	Payment	3/20/2025	121390	AT&T MOBILITY	717.42
BAKE0002	Payment	3/20/2025	121391	BAKER & TAYLOR	14,275.35
BATT0001	Payment	3/20/2025	121392	CITY OF BATTLE GROUND	582.38
CBMS0007	Payment	3/20/2025	121393	CBM SYSTEMS, LLC	6,163.56
CENT0009	Payment	3/20/2025	121394	CENTURYLINK	83.80
CENT0012	Payment	3/20/2025	121395	CENTURYLINK	921.29
CENT0013	Payment	3/20/2025	121396	CENTURYLINK	2,024.52
CHIC0004	Payment	3/20/2025	121397	CHICAGO DISTRIBUTION CENTER	97.96
CLAR0004	Payment	3/20/2025	121398	CLARK PUD	11,695.85
CLAR0026	Payment	3/20/2025	121399	CLARK REG WASTEWTR	105.29
CLEA0022	Payment	3/20/2025	121400	CLEAN-WORLD MAINTENANCE, INC	50,821.75
COFF0003	Payment	3/20/2025	121401	COFFMAN ENGINEERS, INC	7,416.00
COLU0003	Payment	3/20/2025	121402	COLUMBIA RESOURCE COMPANY	36.66
COLU0024	Payment	3/20/2025	121403	COLUMBIA LANGUAGE SERVICES	790.40
COLU0032	Payment	3/20/2025	121404	COLUMBIA RIVER DISPOSAL	86.56
COMC0002	Payment	3/20/2025	121405	COMCAST INSTITUTIONAL NETWORKS	10,215.35

COPY0002	Payment	3/20/2025	121406	COPY EXPRESS	4,615.48
COWL0001	Payment	3/20/2025	121407	COWLITZ COUNTY PUD	987.58
COWL0007	Payment	3/20/2025	121408	COWLITZ COUNTY TREASURER	6,732.78
DELT0001	Payment	3/20/2025	121409	DELTA SYSTEMS INTEGRATION INC	64,547.98
DUGA0001	Payment	3/20/2025	121410	MEGAN DUGAN	7.84
EDNE0002	Payment	3/20/2025	121411	EDNETICS INC	3,664.02
ENAV0001	Payment	3/20/2025	121412	ENAVATE, INC	489.15
GALE0002	Payment	3/20/2025	121413	GALE GROUP	731.78
GISI0001	Payment	3/20/2025	121414	GISI MARKETING GROUP	692.17
GOLD0003	Payment	3/20/2025	121415	CITY OF GOLDENDALE	344.05
GROO0003	Payment	3/20/2025	121416	GRO OUTDOOR LIVING	1,479.42
HARR0001	Payment	3/20/2025	121417	HARRYS KEY SERVICE, INC.	53.81
ICMA0001	Payment	3/20/2025	121418	ICMA RETIREMENT CORPORATION	6,641.90
IMPA0002	Payment	3/20/2025	121419	IMPACT PAPER AND TONER	3,139.34
INGR0001	Payment	3/20/2025	121420	INGRAM	43,251.46
JOHN0041	Payment	3/20/2025	121421	JOHNSON CONTROLS INC	917.43
JRTM0001	Payment	3/20/2025	121422	JRT MECHANICAL, INC	8,185.24
KANO0001	Payment	3/20/2025	121423	KANOPY LLC	9,668.00
KASK0001	Payment	3/20/2025	121424	KASKI ELECTRIC LLC	8,594.46
KETE0001	Payment	3/20/2025	121425	KETER ENVIRONMENTAL SERVICES INC	104.68
KINO0001	Payment	3/20/2025	121426	KINOKUNIYA BOOKSTORES OF AMERICA	41.41
MACD0003	Payment	3/20/2025	121427	MACDONALD-MILLER FACILITY SOLUTIONS LLC	1,095.31
MIDW0002	Payment	3/20/2025	121428	MIDWEST TAPE	13,957.68
MORG0004	Payment	3/20/2025	121429	MORGAN, KRISTINA	14.84
NORT0005	Payment	3/20/2025	121430	NORTHWEST NATURAL GAS COMPANY	9,188.86
OCLC0002	Payment	3/20/2025	121431	OCLC INC - RSC SHRG/MTDT/CTLG	841.51
OEGI0001	Payment	3/20/2025	121432	OEG, INC	26,305.40
OFFI0001	Payment	3/20/2025	121433	OFFICE DEPOT CARD PLAN	1,800.71
OMSI0001	Payment	3/20/2025	121434	OMSI	1,398.00
OTIS0001	Payment	3/20/2025	121435	OTIS ELEVATOR COMPANY	2,100.77
OVER0004	Payment	3/20/2025	121436	OVERDRIVE	51,500.70
PACI0001	Payment	3/20/2025	121437	PACIFIC OFFICE AUTOMATION	1,163.09
PLAT0001	Payment	3/20/2025	121438	PLATT ELECTRIC SUPPLY	698.49
PLAY0001	Payment	3/20/2025	121439	PLAYAWAY PRODUCTS LLC	477.05
REPU0001	Payment	3/20/2025	121440	REPUBLIC SERVICES #487	140.40
RIDG0005	Payment	3/20/2025	121441	RIDGEFIELD, CITY OF	211.65
ROBE0013	Payment	3/20/2025	121442	ROBERT HALF FINANCE & ACCOUNTING	8,932.00
SCHO0004	Payment	3/20/2025	121443	SCHOLASTIC INC	16,228.97
SMAR0005	Payment	3/20/2025	121444	SMARSH	1.63
SPAC0001	Payment	3/20/2025	121445	SPACESAVER SPECIALISTS, INC.	66,087.00
STAM0002	Payment	3/20/2025	121446	STAMP-CONNECTION.COM	39.45
STER0004	Payment	3/20/2025	121447	STERLING	750.13
STEV0001	Payment	3/20/2025	121448	CITY OF STEVENSON	362.47

TDST0001	Payment	3/20/2025	121449	TDS TELECOM	250.31
THOM0015	Payment	3/20/2025	121450	THOMSON REUTERS-WEST PUBLISHING CORP	478.29
ULIN0001	Payment	3/20/2025	121451	ULINE	653.87
UNIQ0002	Payment	3/20/2025	121452	UNIQUE MANAGEMENT SERVICES INC	1,190.35
UNUM0002	Payment	3/20/2025	121453	UNUM LIFE INS CO OF AMERICA	15,359.75
USAM0002	Payment	3/20/2025	121454	USA MECHANICAL	2,369.66
VANC0001	Payment	3/20/2025	121455	CITY OF VANCOUVER UTILITIES	1,282.97
VANC0040	Payment	3/20/2025	121456	VANCOUVER TOYOTA	118.93
WALT0001	Payment	3/20/2025	121457	WALTER E NELSON COMPANY	967.03
WAPI0001	Payment	3/20/2025	121458	WAPITI NW, LLC	3,421.65
WASH0049	Payment	3/20/2025	121459	CITY OF WASHOUGAL	17.88
WAST0001	Payment	3/20/2025	121460	WASTE CONNECTIONS INC	4,872.66
WHIT0001	Payment	3/20/2025	121461	CITY OF WHITE SALMON	204.05
WTCO0001	Payment	3/20/2025	121462	WT COX SUBSCRIPTIONS	1,881.31
ZAYO0001	Payment	3/20/2025	121463	ZAYO GROUP, LLC	3,420.09
				Warrant Subtotal	**1,173,873.28**

EFT's

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ALLE0015	Payment	3/6/2025	EFT02441	ALLEGIANCE COBRA SERVICES INC	203.00
CHIP0002	Payment	3/6/2025	EFT02442	CHIPMAN, BONNY	600.00
CREA0009	Payment	3/6/2025	EFT02443	CREATIVE FINANCIAL STAFFING LLC	3,880.80
FIRS0003	Payment	3/6/2025	EFT02444	FIRST CITIZENS BANK	33,079.08
GETP0001	Payment	3/6/2025	EFT02445	GET PROGRAM	522.32
KATH0001	Payment	3/6/2025	EFT02446	KATHLEEN L WHITNER	1,224.00
NATI0032	Payment	3/6/2025	EFT02447	NATIONWIDE PREMIUM HOLDING	200.12
NORT0056	Payment	3/6/2025	EFT02448	NORTH PACIFIC MANAGEMENT	12,520.00
USCE0002	Payment	3/6/2025	EFT02449	US CENTENNIAL VANCOUVER MALL LLC	10,119.48
WPEA0001	Payment	3/6/2025	EFT02450	WPEA	2,765.44
WPEA0003	Payment	3/6/2025	EFT02451	WPEA UFCW	2,053.12
ALLE0011	Payment	3/20/2025	EFT02452	ALLEGIANCE BENEFIT PLAN MGMT - CONTR	2,210.50
ALLE0014	Payment	3/20/2025	EFT02453	ALLEGIANCE BENEFIT PLAN MGMT - FEES	89.25
BAZU0001	Payment	3/20/2025	EFT02454	BAZUA, MARA Z	300.00
CANO0002	Payment	3/20/2025	EFT02455	CANOPY WELLBEING	526.00
COFF0002	Payment	3/20/2025	EFT02456	MARIE COFFEY	30.24
CREA0009	Payment	3/20/2025	EFT02457	CREATIVE FINANCIAL STAFFING LLC	8,265.84
CRUZ0003	Payment	3/20/2025	EFT02458	CRUZ, BRANDON	10.50
GETP0001	Payment	3/20/2025	EFT02459	GET PROGRAM	522.32
KAPL0003	Payment	3/20/2025	EFT02460	KAPLAN, JENELLE	14.00
MART0010	Payment	3/20/2025	EFT02461	MARTIN, AMANDA	3.92
OLIN0001	Payment	3/20/2025	EFT02462	OLINGER, FRANCES	75.00
SHRE0001	Payment	3/20/2025	EFT02463	SHRED NORTHWEST, LLC	130.44
TDJC0001	Payment	3/20/2025	EFT02464	TERESA D. JOHNSON CPA, INC.	2,372.26

VIXE0001	Payment	3/20/2025	EFT02465	VIXEN WOLFIN	150.00
WEXB0001	Payment	3/20/2025	EFT02466	WEX BANK	3,720.75
WILL0031	Payment	3/20/2025	EFT02467	MARY WILLIAMS	12.88
WPEA0001	Payment	3/20/2025	EFT02468	WPEA	2,637.28
				EFT's Subtotal	**88,238.54**

PAYROLL

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ADP0001	Payment	3/10/2025	Payroll 3/10/2025	ADP - Net Payroll Wages	360,299.29
ADP0001	Payment	3/10/2025	Payroll 3/10/2025	ADP - Federal Payroll Taxes	116,020.50
ADP0001	Payment	3/10/2025	Payroll 3/10/2025	ADP - OR State Payroll Taxes	3,731.81
ADP0001	Payment	3/10/2025	Payroll 3/10/2025	ADP - PFML Taxes	4,737.12
ADP0001	Payment	3/10/2025	Payroll 3/10/2025	ADP - WA Cares Fund Taxes	2,814.98
ADP0001	Payment	3/10/2025	Payroll 3/10/2025	ADP - OR State Transit Tax	54.89
				Subtotal 1st Payroll	**487,658.59**
ADP0001	Payment	3/25/2025	Payroll 3/25/2025	ADP - Net Payroll Wages	383,967.05
ADP0001	Payment	3/25/2025	Payroll 3/25/2025	ADP - Federal Payroll Taxes	129,500.07
ADP0001	Payment	3/25/2025	Payroll 3/25/2025	ADP - OR State Payroll Taxes	4,073.65
ADP0001	Payment	3/25/2025	Payroll 3/25/2025	ADP - PFML Taxes	5,198.38
ADP0001	Payment	3/25/2025	Payroll 3/25/2025	ADP - WA Cares Fund Taxes	3,088.28
ADP0001	Payment	3/25/2025	Payroll 3/25/2025	ADP - OR State Transit Tax	59.89
				Subtotal 2nd Payroll	**525,887.32**
				ADP- Overall Total	**1,013,545.91**

OTHER ACH

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ADP0001	Payment	3/28/2025	115730	ADP	5,574.77
KAIS0005	Payment	3/28/2025	115733	KAISER HSA	15,265.21
KAIS0005	Payment	3/28/2025	115734	KAISER HSA	58.50
VISA0002	Payment	3/5/2025	115726	FNBO Visa	20,877.22
WASH0007	Payment	3/24/2025	115729	WASHINGTON DEPT OF REVENUE	647.87
WASH0013	Payment	3/12/2025	115728	WASH DEPT OF RETIREMENT SYSTEM	78,983.28
WASH0013	Payment	3/12/2025	115727	WASH DEPT OF RETIREMENT SYSTEM	4,848.91
WASH0013	Payment	3/27/2025	115732	WASH DEPT OF RETIREMENT SYSTEM	85,233.42
WASH0013	Payment	3/27/2025	115731	WASH DEPT OF RETIREMENT SYSTEM	19,261.86
				Other ACH's	**230,751.04**
				Overall Total	**2,506,408.77**

Fort Vancouver Regional Library District

Statement of Cash

For the Month Ending February, 2025 (With year-to-date totals)

December 31, 2024 Ending Cash Balance	18,243,653
Year-to-date Revenue Received	779,184
Year-to-date Expenditures	(4,562,968)
Adjustment for accrued expenditures	234,257
Cash Balance February 28, 2025	**$ 14,694,125**

	Operational Reservices as of January 1, 2025	Net Operational Activity February 2025	Year-to-Date Totals thru February 2025	Operational Reserves as of February 28, 2025
Operational Reserve (Unassigned)	**$ 11,284,975**	(1,542,696)	(3,549,528)	**$ 7,735,447**

Target: Operational Fund > 60 to 90 days of annual budget

60 Days = $5,881,494

90 Days = $8,822,241

	Reserves as of January 1, 2025	February 2025 Expenditures	Year-to-Date Totals thru February 2025	Cash Reserves as of February 28, 2025
Obj 1 - Capital repairs and maintenance	$ 1,345,000	$ -	$ -	$ 1,345,000
Obj 2 - Replacement Vehicles	10,000	-	-	10,000
Obj 3 - Capital Projects				-
Washougal	4,092,678	-	-	4,092,678
Branch Refresh Projects	1,211,000	-	-	1,211,000
Obj 4 - Technology Replacements & Upgrades	300,000	-	-	300,000
Cash Reserve Fund Expense Total	**$ 6,958,678**	**$ -**	**$ -**	**$ 6,958,678**

	Beginning January 1, 2025	Ending February 28, 2024
Overall Cash Balance	**$ 18,243,653**	**$ 14,694,125**

Fort Vancouver Regional Library District

Statement Of Revenue - Calendar Year 2025

For the Month Ending February 28, 2025 (With year-to-date totals)

	2025 Amended Budget	February 2025 Revenues	Year-to-Date Totals thru February 2025	Year - to - Date Annual Budget Percent
Property Taxes				
Property Taxes - Clark	26,660,340	463,439	536,873	2%
Property Taxes - Skamania	797,195	2,139	6,056	1%
Property Taxes - Klickitat	1,513,678	4,475	20,452	1%
Property Taxes - Cowlitz	338,389	672	2,559	1%
Total Property Taxes	**29,309,602**	**470,725**	**565,940**	**2%**
Other Taxes				
Other General Tax	75,000	-	-	0%
Leasehold Excise Tax	135,000	29,709	37,316	28%
Total Other Taxes	**210,000**	**29,709**	**37,316**	**18%**
Intergovernmental, Grants & Contracts				
Federal in-lieu of Taxes	45,000	-	476	1%
Federal Grants	0	-	1,362	100%
Grants through ESD 112	6,000	-	-	0%
State Forest Boards	40,000	5,035	22,647	57%
Yale Valley Library Dist	150,000	-	-	0%
Yale Valley Library Dist Capital Reimb.	70,000	-	-	0%
Total Intergovernmental, Grants & Contracts	**311,000**	**5,035**	**24,485**	**8%**
Charges for Services				
Equipment Use Fees	42,000	4,100	8,458	20%
Non-Resident Borrower Fee	9,000	4,663	5,863	65%
Lost / Damaged Material Fee	34,000	3,118	6,338	19%
Total Charges for Services	**85,000**	**11,881**	**20,659**	**24%**
Miscellaneous				
Investment Interest	485,000	51,025	111,651	23%
Rental Income	2,000	-	200	10%
Gifts/Contributions	-	427	471	100%
Library Friends Groups' Reimbursements	20,000	2,559	2,760	14%
Library Foundation Reimbursements	20,450	628	8,512	42%
Miscellaneous	2,500	100	7,190	288%
Other Miscellaneous - E-Rate	120,000	-	-	0%
Sale of Assets	10,000	-	-	0%
Total Miscellaneous	**659,950**	**54,739**	**130,784**	**19.8%**
Total Operating Revenue	**$ 30,575,552**	**572,090**	**779,184**	**3%**
Use of Reserves to Balance Operating Budget	**$2,522,411**	**-**	**-**	0%
Use of Reserves to Balance Capital Budget	**$2,191,000**	**-**	**-**	0%
Use of Cash Reserves	**$ 4,713,411**	**-**	**-**	**0%**
Total Revenues and Use of Cash Reserves	**$35,288,963**	**572,090**	**779,184**	**2%**

Jan.-Dec. 2025 Fiscal Year

February is the 2nd month of the fiscal year. Year-to-date budget percentages should be at 17%, representing 2/12 months.

Fort Vancouver Regional Library District

Statement of Expenses - Calendar Year 2025
For the Month Ending February, 2025 (With year-to-date totals)

Operating Expenditures:	2025 Budget	February 2025 Expenditures	Year-to-Date Totals thru February 2025	Year to Date Annual Budget Percentage
Personnel				
Wages	$ 15,374,149	$ 1,128,211	$ 2,269,400	15%
Benefit - Medical	3,413,423	224,590	448,528	13%
Benefit - Dental	311,074	21,692	43,166	14%
Benefit - Life, LTD, AD&D	159,584	13,533	26,447	17%
Benefit - PERS	1,388,286	100,466	201,735	15%
Benefit - FICA	1,176,122	84,837	170,649	15%
Benefit - L & I - Workers Compensation	117,567	6,381	11,984	10%
Benefit - PFML	40,205	2,956	6,338	16%
Unemployment Expense	15,000	2,692	2,692	18%
Personnel Subtotal:	**21,995,410**	**1,585,358**	**3,180,938**	**14%**
Supplies				
Supplies	341,300	18,982	35,282	10%
Small Equipment (FF&E)	391,000	10,781	10,944	3%
Technology	725,000	237,300	237,300	33%
Professional Collection / Tech	323,000	9,712	59,347	18%
Supplies & Small Equipmt/Tech Subtotal:	**1,780,300**	**276,775**	**342,873**	**19%**
Library Books / Materials				
Library Books & Materials	1,875,500	78,785	149,573	8%
Electronic Resources	1,944,500	125,553	295,812	15%
Library Materials Subtotal:	**3,820,000**	**204,338**	**445,384**	**12%**
Other Services / Charges				
Professional Services	1,823,300	112,539	207,506	11%
Communications	402,600	44,399	69,814	17%
Training / Travel	150,000	4,707	7,237	5%
Advertising	37,000	1,241	1,241	3%
Rentals / Leases	616,903	35,169	62,809	10%
Insurance	281,000	716	891	0%
Utilities	479,000	43,635	73,785	15%
FAC Repairs & Maintenance	305,300	22,510	42,808	14%
IT Maintenance and Licensing	687,900	12,410	95,015	14%
Misc / Dues / Printing / Other	148,450	1,482	24,150	16%
Intergovernmental Services	500,800	-	(20)	0%
Other Charges & Services Subtotal:	**5,432,253**	**278,808**	**585,237**	**11%**
Total Operating Expenditures:	**33,027,963**	**2,345,279**	**4,554,432**	**14%**
Capital Outlay:				
Buildings / Non-Owned	374,000	-	-	0%
Buildings / Owned	1,807,000	-	-	0%
Woodland (Other Reimbursements)	-	1,106	5,879	100%
Yale	70,000	2,657	2,657	4%
Machinery & Equipment	10,000	-	-	0%
Capital Outlay Subtotal:	**2,261,000**	**3,763**	**8,536**	**0%**
Grand Total All Expenditures:	**$ 35,288,963**	**$ 2,349,042**	**$ 4,562,968**	**13%**

Jan.-Dec. 2025 Fiscal Year

February is the 2nd month of the fiscal year. Year-to-date budget percentages should be at 17%, representing 2/12 months.

Washougal Community Library

Board Presentation April 21, 2025

Built in 1981

Current Library
Square Footage: 2,300

New library Square
Footage: 13,000

Staff

2 Full Time
4 Part Time

Statistics

2024 Circulation: 89,687

2024 Visits to library: 47,841

Programs

2024 programs: 219
2024 Attendance: 2681

- Storytime
- Kids Create
- Read to a Dog
- STEM Lab
- Tween/Teen Tabletop Role Playing Game Club
- Tween Craft & Chat
- Teen Hangout

Family Tech Petting Zoo

Summer Reading Program: Kids

Summer Reading Program: Teens

Programs: Adults

- Washington Humanities
- Master Gardener Programs
- Zine program with Poet Laureate
- Alzheimer and Healthy Living for the Brain
- Author Talk Blind Woodsman
- Book Group at 54 40
- Puzzle Exchange
- Wreath Program

Annual Wreath Program

Outreach

- Teen Book Talks with Akin Triple Point
- Washougal Schools
- Recovery Cafe
- Multicultural Family Nights
- National Night Out
- WACA Arts Festival
- Columbia Ridge Senior Living Community
- Commission on Aging
- Riverside Apple Festival

Partnerships

- Meals on Wheels
- Washougal School District
- City of Washougal
- 54° 40’ Book Club
- Unite Washougal

Friends of Washougal Community Library

Fundraisers

- Book Sales
- Art 4 Art with Washougal Arts & Cultural Alliance
- Soul Line Dancing at Hathaway Elementary
- Danglicious Restaurant
- Washougal High School Holiday Bazaar
- Bingo at the Outpost

Friends of Washougal Community Library

First Annual Pumpkin Bash

- Costume Contest
- Pumpkin Smashing
- Pumpkin Olympics
- Hayrides
- And more!

Seed Library

Thank you!

Questions?

Organizational Report: Highlights from March 2025

Board of Trustees Meeting

April 21, 2025

FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Battle Ground Community Library

- Preschool Storytime welcomed a new volunteer proficient in American Sign Language (ASL), an addition that has been enthusiastically received by families.
- A local private school visited the library with a group of 32, including a record number of attending parents for a field trip. The visitors expressed excitement about the library's offerings. The head teacher renewed her library card, and several parents shared that they had not been aware of the adult reading room and were pleased to learn about the range of services available to them.
- The Kids Book Group hosted 18 children who read *Dinosaur Club: T. Rex Attack*. The group discussed themes such as fact vs. fiction, time travel, and dinosaur appearances before creating charming cardboard dinosaurs.

Kids Book Club show off their cardboard dinosaurs

- The Robot Building and Demonstration Program was a resounding success. Children assembled Bristle-Bot kits while caregivers observed. One mother expressed her gratitude, sharing that while she has multiple children, including a young boy interested in robots and engineering, this program appealed to all of them and provided a unique opportunity for her son to explore his interest alongside his sisters.

Cascade Park Community Library

- Staff attended a “Books and Blankets” literacy night at Emerald Elementary and handed out over 40 free literacy support books to young readers. One fourth grader who attended selected two books: a chapter book for him to read by himself, and a picture book for him to read to his younger sibling.
- Over 20 people attended the year’s first Master Gardeners event to learn about downspout water gardens. Several people asked about the program after the fact and also what classes were happening at other branches. Master Gardner events are programs people will travel for.
- Seed to Supper has been an impactful class. The Branch Manager has had two patrons stop in to say how much they appreciate this program. Clark County Food Bank not only presents this class but they also donate to the Seed Library at Cascade Park. It is truly a multifaceted offering that meets the needs of the community.
- Volunteers from the Grange sorted and packaged seeds so that seeds were available at the end of March. The branch and the community appreciate the Friends and the Washington Grange #82 volunteers for all their work and support of the Seed Library.

Goldendale Community Library

- Build It! brought in new patrons, resulting in a great discussion on strengthening a community through library programs.
- One of the recent storytimes had a STEM component with a pufferfish balloon activity. All the families had a great time watching the pufferfish grow.
- The second annual Goldendale Resource Fair at the Goldendale Middle School brought together a number of organizations who were able to share their resources with parents and students. Staff brought the new 3D printer and had a number of people looking forward to using it in the future.
- The Klickitat Bookmobile kicked off the spring Saturday outreach and visited Wishram and Lyle for a Storytime and craft as well as being open for browsing and checkouts. The attendees listened to books on seeds and growing. Patrons had a blast planting their own chia seed pet and made a life cycle of a pumpkin craft.
- To celebrate the year of the snake, the Klickitat Bookmobile drivers created a snake craft to continue engagement with young patrons on the bookmobile.

Storytime crafts (top left), Goldendale Resource Fair (top middle), snake craft (top right) Build it (bottom left), puffer fish storytime (bottom right)

La Center Community Library

- This month, a dedicated community volunteer led a two-part journaling series. The first session focused on crafting handmade books using the traditional Coptic bookbinding method. Participants in the second session used their newly created journals to explore junk journaling, learning how the practice can foster mindfulness and creative expression. Attendees appreciated both the new skills and the calming, reflective nature of the activity.
- A special “Bluey” Storytime delighted young patrons. Children arrived dressed in themed outfits to celebrate the beloved character from books and television, making it a memorable and joyful event for families.
- The library’s Read to the Dog volunteer team continues to support young, emergent readers. This program provides a positive and nonjudgmental space for children to build literacy skills and reading confidence.

- In collaboration with the 4-H Extension Office, the library hosted a Backyard Chicken program. A La Center High School 4-H student delivered an engaging and informative presentation, complete with live Bantam Leghorn show chickens for attendees to meet and pet.
- The Master Gardener program focused on hostas in March. Community members attended with questions and left with valuable gardening tips and resources.
- The district’s “The History of Women’s Clubs and the Public Library” program was well-researched and tailored to reflect the unique history of each library branch, including La Center. Many members of the library’s Friends group attended and contributed their own stories and insights, enriching the program with personal and historical context.

Ridgefield Community Library

- Master Gardener volunteers presented talks on hydrangeas and houseplants (Houseplants 101) on March 22 and March 29. Both events filled the Ridgefield meeting room.
- In celebration of Ridgefield Youth Arts Month, the Ridgefield Art Association showcased artwork by student artists from the Ridgefield School District throughout March.
- On March 26, a Program Services staff member gave an insightful presentation on Women's Clubs and Public Libraries to an intimate audience.
- A Senior Library Assistant visited four classes at the Ridgefield School District's Early Learning Center on March 27, engaging young learners with library resources and activities.
- Seventeen homeschooling families gathered at the library for our Homeschool Hangout on March 17, sharing ideas and building community through learning and social time.
- Teens got creative on March 20 by making upcycled DIY handbags in a hands-on program led by a Senior Library Assistant.That same day, Teen Art Chat participants explored their artistic side through freeform drawing and sketching.
- On March 20, the Senior Branch Supervisor participated in the Ridgefield Arts Experience, collaborating with student actors, musicians, and artists to produce and perform a live show.
- Young patrons enjoyed a lively Mario Kart Minigames event on March 29, where a Senior Library Assistant adapted video game concepts into playful, skill-based physical challenges.
- At Build It! on March 8, participants had fun creating their own "tornadoes in a jar" in a science-meets-craft activity.
- On March 24, the Ridgefield Heritage Society presented Pioneering Women of Ridgefield, highlighting three influential local women. The event drew an enthusiastic community turnout.

Stevenson & North Bonneville Community Libraries

- Staff retrieved a long-lost book, *Zoya* by Danielle Steel, from the returns bin. Last checked out in 1989 there were some cool inserts and flyers about library service from four decades ago. It was posted to Stevenson Community Library's Facebook, FVRLibraries Facebook, written up in the Columbian, and aired on KGW.
- The library hosted a retrospective exhibit for Mara Reynolds, Stevenson's Community Librarian from 1980 - 2004 featuring her photography, sketches, and clippings from her life and career. Her family also hosted a celebration of her life following her recent passing. There was a great turn out from the community.
- AARP Tax Aide is a critical and ever popular service for patrons and is the only free tax help in Skamania County. Appointments are completely booked up to the filing deadline, and is staffed by dedicated local volunteers year after year.
- New programming in 2025 continues:
    - New in March, Goodwill has started hosting English as a Second Language classes every Friday. The branch is working to get the word out through community partners like Washington Gorge Action Programs.
    - Expanded Teen programming with a new Teen Hangout every Tuesday evening. Activities include artistic endeavors, movie nights, and homework help. This was supplemented with a Tech Petting Zoo program which attracted 16 participants, which was a good boost for this new series.
    - Family storytime shifted from Thursday to Saturday to provide more access for family members that work during the week. Month over month it is building a regular base of families.
- Wednesday programming has continued to see elevated interest since the surge at the end of February. Kids Create in particular saw 30 attendees one week, when 17 was the average for the month.
- The Grange's Community Resiliency series started with a Maple Leaf Sugaring event which drew in 10 attendees, a decent showing for what seemed an obscure topic. Their ever popular seed swap will be coming up next.

Vancouver Mall Community Library

- In March, both the Vancouver Mall and Cascade Park libraries welcomed the talented performers from the Yeates Academy of Irish Dance. Their lively and enchanting performance at the Vancouver Mall Center Court brought festive energy to the space, perfectly aligning with St. Patrick's Day celebrations. Shoppers and passersby were delighted by the dancers' skill and vibrant performances.

- Library staff participated in Noches de Ciencias (Science Night), a dynamic event hosted by the Society of Hispanic Professional Engineers at Heritage High School. Designed for K–5 students, the event featured interactive displays from a variety of organizations, including the Oregon Museum of Science and Industry (OMSI) and the Fish and Wildlife Agency. At the library's booth, a hands-on paper bridge-building activity invited children to experiment with engineering concepts. Young participants embraced the challenge with enthusiasm, testing different techniques and showcasing impressive creativity and problem-solving skills. The activity fostered excitement for science, technology, and engineering in a fun and approachable way.
- The library was honored to support Read Across America Day at Orchards Elementary School, engaging with approximately 270 students during the celebration. Staff read a lively, imagination-sparking story to each group, helping foster a love of reading. To extend the experience beyond the classroom, children were also given fun take-home crafts, encouraging continued creativity and literacy engagement at home.

Three Creeks Community Library

- Three Creeks Staff tabled at Pleasant Valley Primary STEM Day along with staff from the Program and Outreach Department. Staff shared about library programs and the community benefits of the public library with parents. The kids built balloon-powered LEGO cars. The table was busy throughout the 3-hour event as staff spoke with 104 people. The library even won one child's Ladybug Award for being the best table at the event.
- The programming staff ran a Woman's History focused Homeschool Hangout with crafts and activities that share information about different influential women throughout history. Stations Included: Ada Lovelace + Binary Code bracelets, Code Girls + Caesar Cipher, Mae Jemison & Sally Ride + Paper rockets, Alma Woodsey Thomas + collage, Amelia Earhart + Paper airplanes, Who's Who Wall
- Patron Skip Reed is displaying his art in the meeting room for the months of March and April.
- The new Lulzbot Mini3 3D printer is out and available for patrons to use. Patrons who had previously been certified are currently working on becoming certified with the new equipment. Certifications for new users will follow.
- Master Gardener Liz Pike gave the branch's first Master Gardener presentation of the year. She discussed how to build and utilize raised garden beds. Patrons were pleased with the practical advice and excited to start gardening.
- March's Accessible Crafts for Adults theme included zoo animals and homemade puffy paint (made out of shaving cream and Elmer's glue). Patrons delighted in the texture and creativity the new type of paint provided.

STEM Day (left) Who's Who Wall (right)

Vancouver Community Library

- Staff visited the Rose Village Neighborhood Association meeting on March 25 to share information about Library resources and the 75th Anniversary.
- Staff visited four EOCF (Head Start) sites this month to bring storytime and early literacy exposure to some underserved preschoolers.
- Following a highlight in a Columbian article about spring break activities in Vancouver, the branch saw a surge in new families. Staff responded to increased traffic by increasing staffing on the Children's floor and the Teen room. Staff created a stock of quick-to-deploy passive activities to set out at particularly busy times and also added more art-based passive activities across the floor.
- The new 3D printer has arrived in the branch, and staff are working on getting trained. Watch for updates later this spring.
- The Seed Library is in full-Spring-swing. Over 800 packets of donated seeds have been repackaged and distributed back to the community as people start their gardens for spring.
- Adventures in Art - a monthly adult experiential art program - explored Air Dry Clay with adult patrons of various ages, experience levels, physical abilities, and languages. The branch frequently has family and friend groups attend. It's a very social and friendly group! Some patrons made abstract pieces, others made functional pinch pots, and others made sculptures of animals and trees. A sense of discovery and accomplishment makes each month a rewarding experience for staff and patrons alike.
- ESL Classes, in partnership with Goodwill, continue to be a popular program, seeing about 20 participants each week
- 224 kids participated in the Women's History-themed scavenger hunt on the 3rd floor.
- Kid's Create - a weekly experiential art program for 5-12 year olds - explored several mediums this month, including a 'Complete the Picture activity.'

Washougal Community Library

- Staff attended a book fair and family night at Gause Elementary to share information about the Library's 75th anniversary, upcoming library events, and resources for students. Staff also signed families up for library cards.
- The Master Gardener Program held this month focused on growing herbs and was well received, drawing 13 adult participants. The presentation ran over time due to the high level of engagement and the numerous questions from attendees. Many left feeling confident and inspired to begin growing herbs at home. Library staff complemented the program by distributing herb seeds from the Washougal Seed Library and encouraged participants to explore the full range of seeds available.
- Although attendance was modest for the "Women's Clubs and the Public Library" presentation, the event had a special moment of connection: one attendee recognized herself in a photo from the 1970s Washougal/Camas Women's Club featured in the presentation. She shared personal memories and insights about the Women's Club and the library's earlier, smaller location—adding a meaningful, local touch to the program.
- In this month's STEM Lab, kids and families explored the science of sound by creating their own musical instruments. Participants crafted guitars, drums, and imaginative instruments of their own design, engaging both creatively and scientifically with the theme.

STEM explores Sound

White Salmon Valley Community Library

- The Women Artists of the Gorge exhibit opened on March 6th with an artists' reception. Twenty artists displayed their works in various mediums such as painting, sculpture, and fiber arts. The reception was well-attended with 55 people. The Soroptimists provided refreshments.
- On March 14 the library held an event to recognize and celebrate Women's History Month. 51 people attend a performance by Ruth Patterson, a singer and acoustic guitar player. She recited poems by Mary Oliver and sang songs by women artists like Joni Mitchell, Judy Collins, Madonna, and Miley Cyrus.
- White Salmon hosted the family tech petting zoo this month. The crowd of 36 enjoyed exploring Magnatiles, Circuit Blocks, Code-a-Pillars, Cubelets and Edisons. The circuit blocks and cubelets provided wonderful opportunities for the group to work together. Older kids were teaching the younger ones with lots of parent interaction.
- The Kids' Book Group discussed *The Last Firehawk: The Ember Stone* this month. They talked about friendships, courage and bravery then created pinecone owls.
- The community storytimes in BZ Corner, Dallesport and Trout Lake continue to draw large crowds, all expressing their appreciation for the program. Over 80 people participated in the stories, songs and activities.
- A paper airplane competition was the focus of this month's Kids Create program. 42 people took part in the action, creating their own planes and competing for the best in flight, accuracy, and distance. All of the paper airplane books on display were checked out after the program.
- Build It had its largest gathering yet in March with 57 attendees!

Women's Artist Exhibit, performer Ruth Patterson, Code-a-Pillers at Tech Petting Zoo

Woodland Community Library

- After 15 years of dedicated service, Jennifer Hauan's last day at the Woodland Community Library is at the end of April. Jennifer began her journey with FVRL in 2010 at the Vancouver Library, where she played a key role in launching the First Friday Art displays and building a vibrant art program, including the creation of the *art4art* fundraiser. Her passion for community engagement shone through in her work as a presenter for local organizations and the Chamber of Commerce, as well as in developing public tech classes and supporting the Clark County Jail reentry program. Throughout her tenure, Jennifer participated in the significant growth and transformation of the district—she contributed to the move into the new Vancouver Library in 2011, played a vital role in the design and launch of the Yale Valley Community Library in 2021, and most recently, was instrumental in the planning, construction, and opening of the new Woodland Community Library. As Branch Manager, she fostered strong partnerships with the Friends of the Library, supporting their efforts every step of the way. Jennifer's leadership, creativity, and commitment will be deeply missed by colleagues, patrons, and community partners alike.
- Read to the Dog is continuing to go well. The participating readers enjoy the company of the Therapy Dog and Handler and of course, reading books!

Spring has arrived at Woodland bringing blooming tulips (left) Read to a dog (right)

Woodland Community Library (Continued)

- Mad Scientist Fun for Kids was a great hit! Themed around weather, participants created rainbows, fog in a jar, and cloud art.
- Adults learned about Mason Bees from the Cowlitz County Master Gardeners.
- The Annual Plant and Seed Swap was at hit! Around 25 people come to share and take plants, and they all want to do it again in the fall.
- Cowlitz Tribe Family Child Care and Development has been using the Community Room to provide a space for families to gather, learn something new and connect with others.
- The Alzheimer's Association had 11 participants for the program, *10 signs of Alzheimer's*, the first in a series. Several Patrons expressed their appreciation libraries in the district are also offering the series including Yale Valley.
- The community continues to discover and visit the new library. The total door count for March was 4600, the highest yet.

Mad Scientist Fun for Kids (left) community crafts (right)

Yacolt Express Library

- The Kids Create program, held on Wednesdays and Fridays, continues to be a popular offering with over 180 participants this month. Families enjoyed a variety of themed crafts, including ladybug suncatchers, frogs, shamrocks, and rainbow beading activities.
- Students from Yacolt Head Start visited the library for a special field trip. During their visit, each student received their first library card, checked out a book, and participated in a guided tour of the facility. The old jail cells were a particular favorite among the children.
- The Tech Petting Zoo also attracted interest, with 23 participants engaging hands-on with a variety of technology tools and gadgets.

Kids Create participants show off their creatures.

Yale Valley

- In early March, students from the Yale School visited the library. The students are able to walk from the school to the library each month, where they browse the collection, check out books, and participate in an art activity. This month, the featured activity was beading.
- On Thursday, March 20th, the library hosted the Tech Petting Zoo event, which received an overwhelming response with 38 participants in attendance.
- On March 27th, the Adult Book Group convened to discuss a book of their choice. The next meeting is scheduled for April 24th.
- Also on March 27th, the library hosted the Alzheimer's Association Series presentation titled 10 Warning Signs of Alzheimer's Disease. The session was attended by 10 community members, who expressed appreciation for the valuable information shared. The next installment of the series will take place in the community room on April 24th.

Beading (left), Tech Petting Zoo (right)

Operations Center

- Outreach and Community Partnerships (OCP) collaborated with Communications and Marketing (CMD) to launch the 75th Anniversary series spotlighting women's vital role in shaping local communities and the library system. CMD created a dedicated digital campaign featuring local events, historical milestones and themed resources. OCP delivered programing that was unique to each location, highlighting the community driven nature of FVRL facilities and services. Participants at the events have included Friends members, local historians, current members of women's clubs and relatives of women's clubs.
- Programs and Outreach has successfully deployed new 3D printers to 8 locations and provided staff with training on the new models, and updated the public certification training. Staff are confident in using, promoting, and programming with the new tools.
- 11 events have been scheduled in Klickitat County in partnership with ESD 112 in support of their REACH grant. These events provide opportunities for students and families to connect with a wide variety of educational and entertaining presenters that would otherwise not be available in Klickitat County.
- Communications and Marketing launched the second edition of the newly crafted News and Events publication in March, which was informed directly by community and staff feedback. Responses continue to be positive, and CMD will continue to refine the format based on patron engagement and staff input.
- The District's file backup system, Barracuda, was upgraded to a larger, more scalable appliance that will serve the District's backup and retention needs for several years. The new appliance can hold up to 20 terabytes of files. Reliable file backup ensures the District's ability to continue operations in case of natural disasters and cyberattacks, and fulfill its public records obligations.
- IT finalized several contracts in the federal e-rate program, which subsidizes the cost of providing public access to the internet. If funding continues, the District will receive approximately $200,000 in e-rate grants for the federal fiscal year between July 2025 and June 2026. Internet access, of course, underlies many of the District's public services and the work staff does to support the District's mission and goals.
- Other IT work in March included a number of server upgrades and staff computer replacements.

March 2025 – Cardholders, Programs, and Technology Use

Population Served - 550,655

Washington State Office of Financial Management (4/1/2024)

New Accounts Added in March

	2025	2024	2023	2022	2021	2020
Accounts	2,899	2,668	2,474	1,965	1,206	1,616

Programs

	Programs	Attendees
2025	511	9,282
2024	489	8,654

Computer and WiFi Use

	WiFi	PC Sessions
2025	42,768	15,020
2024	34,219	12,914

Collection Use – March 2025 - Checkouts by Item Format

Categories	2025	2024	2023	2022	2021	2020
Books	118,343	115,130	130,148	123,585	68,448	87,051
eBooks	74,050	69,725	65,014	56,135	64,984	58,250
Audiobooks	3,055	3,381	4,228	4,452	2,376	4,455
eAudiobooks	87,671	76,313	66,171	53,928	55,874	45,526
DVDs	13,346	14,557	16,481	16,425	8,367	18,244
Streaming video	10,226	10,283	8,876	8,086	9,622	8,742
Other Physical	3,863	3,487	4,061	3,943	1,253	3,118
Other Digital	25,842	30,906	24,071	21,222	27,229	26,008
Totals	336,396	323,782	319,050	287,776	238,153	251,394

Physical & Digital Collection Checkouts 2020-2025

Other Physical includes magazines, games, kits, music, Chromebooks, and miscellaneous items. Does not include Interlibrary Loan checkouts.

Other Digital includes magazines and streaming music.

March 2025 – Total Circulation and Visitors

Location	March 2025		March 2024		Change	
	Total Circ	Visitors	Total Circ	Visitors	Total Circ	Visitors
Battle Ground	38,724	12,765	42,868	11,751	-9.67%	8.63%
Cascade Park	56,961	24,644	62,939	23,194	-9.50%	6.25%
Goldendale	5,474	4,095	6,132	3,628	-10.73%	12.87%
Klickitat Bookmobile	955	388	951	594	0.42%	-34.68%
La Center	5,414	2,866	5,451	2,208	-0.68%	29.80%
North Bonneville	300	63	202	48	48.51%	31.25%
Ridgefield	10,348	7,972	10,038	6,080	3.09%	31.12%
Skamania Bookmobile	1,191	579	977	563	21.90%	2.84%
Stevenson	3,984	3,645	4,555	3,483	-12.54%	4.65%
Three Creeks	43,121	13,774	44,292	13,298	-2.64%	3.58%
Vancouver	62,753	34,284	66,261	31,131	-5.29%	10.13%
Vancouver Mall	9,098	6,583	9,834	6,427	-7.48%	2.43%
Washougal	7,315	3,773	7,990	4,178	-8.45%	-9.69%
Woodland	9,193	4,600	5,153	2,706	78.40%	69.99%
White Salmon Valley	9,709	8,264	9,588	7,518	1.26%	9.92%
Yacolt	5,592	3,171	5,223	2,366	7.06%	34.02%
Yale Valley	874	723	840	790	4.05%	-8.48%
Green Mountain	273	**No Visitors**	230	**No Visitors**	18.70%	**No Visitors**
Books by Mail	785	**No Visitors**	1,218	**No Visitors**	-35.55%	**No Visitors**
Operations Center/ILL	331	**No Visitors**	365	**No Visitors**	-9.32%	**No Visitors**
Location Total	**272,395**	**132,189**	**285,107**	**119,963**	**-4.46%**	**10.19%**
Digital Collections	**197,789**		**187,227**		**5.64%**	
Grand Total	**470,184**		**472,334**		**-0.46%**	

March 2025 – Library Activity: Checkouts and Visitors by Library

March 2025: New Accounts Added by Cardholder Age

March 2025 – Total Circulation

	March 2025			March 2024			Change		
	Checkout	Renew	Total Circ	Checkout	Renew	Total Circ	Checkout	Renew	Total Circ
Battle Ground	20,320	18,404	38,724	20,953	21,915	42,868	-3.0%	-16.0%	-9.7%
Klickitat Bookmobile	673	282	955	684	267	951	-1.6%	5.6%	0.4%
Skamania Bookmobile	892	299	1,191	647	330	977	37.9%	-9.4%	21.9%
Cascade Park	27,698	29,263	56,961	29,004	33,935	62,939	-4.5%	-13.8%	-9.5%
Goldendale	3,123	2,351	5,474	3,428	2,704	6,132	-8.9%	-13.1%	-10.7%
Green Mountain	124	149	273	116	114	230	6.9%	30.7%	18.7%
La Center	3,351	2,063	5,414	2,852	2,599	5,451	17.5%	-20.6%	-0.7%
North Bonneville	182	118	300	107	95	202	70.1%	24.2%	48.5%
Ridgefield	5,474	4,874	10,348	5,291	4,747	10,038	3.5%	2.7%	3.1%
Stevenson	2,341	1,643	3,984	2,558	1,997	4,555	-8.5%	-17.7%	-12.5%
Three Creeks	23,193	19,928	43,121	22,289	22,003	44,292	4.1%	-9.4%	-2.6%
Vancouver	27,772	34,981	62,753	28,134	38,127	66,261	-1.3%	-8.3%	-5.3%
Vancouver Mall	4,414	4,684	9,098	4,359	5,475	9,834	1.3%	-14.4%	-7.5%
Washougal	3,835	3,480	7,315	4,035	3,955	7,990	-5.0%	-12.0%	-8.4%
Woodland	5,340	3,853	9,193	2,588	2,565	5,153	106.3%	50.2%	78.4%
White Salmon Valley	5,437	4,272	9,709	5,197	4,391	9,588	4.6%	-2.7%	1.3%
Yacolt	3,422	2,170	5,592	2,986	2,237	5,223	14.6%	-3.0%	7.1%
Yale	462	412	874	351	489	840	31.6%	-15.7%	4.0%
Books by Mail	476	309	785	918	300	1,218	-48.1%	3.0%	-35.6%
Operations Center/ILL	237	94	331	303	62	365	-21.8%	51.6%	-9.3%
Total - Physical	**138,766**	**133,629**	**272,395**	**136,800**	**148,307**	**285,107**	**1.4%**	**-9.9%**	**-4.5%**
Digital Collections	**197,789**	**0**	**197,789**	**187,227**	**0**	**187,227**	**5.6%**		**5.64%**
Grand Total	**336,555**	**133,629**	**470,184**	**324,027**	**148,307**	**472,334**	**3.9%**	**-9.9%**	**-0.46%**

Media Report – April 21, 2025

These five excellent spring break activities for Clark County families won't break the bank (The Columbian; March 29, 2025)

https://www.columbian.com/news/2025/mar/29/these-five-excellent-spring-break-activities-for-clark-county-families-wont-break-the-bank/

Clark Cowlitz Fire Rescue Chief, others raise concern over tax increment financing (The Reflector; March 31, 2025)

https://www.columbiagorgenews.com/news/the-artist-who-s-wild-about-nature/article_9dc46579-4bcd-4b5f-b6c4-f64293112b44.html

'We get overdue books, but not this overdue': Novel returned to FVRLibraries after 36 years (The Columbian; April 3, 2025)

https://www.columbian.com/news/2025/apr/03/we-get-overdue-books-but-not-this-overdue-book-returned-to-fvrlibraries-after-36-years/

FVRLibraries Road Trip Passport: Visit 15 libraries in four counties to vie for mystery prizes (The Columbian; April 3, 2025)

https://www.columbian.com/news/2025/apr/03/fvrlibraries-road-trip-passport-visit-15-libraries-in-four-counties-to-vie-for-mystery-prizes/

Library book in Washington returned 36 years late (KGW News; April 4, 2025)

https://www.kgw.com/video/news/weird/library-book-in-washington-returned-36-years-late/283-b00f50f4-7c4a-45e4-a41c-5580d851fa32

FVRLibraries introduces the Library Road Trip Passport (Clark County Today; April 9, 2025)

https://www.clarkcountytoday.com/news/fvrlibraries-introduces-the-library-road-trip-passport/

DOGE cuts imperil Clark County nonprofits' cultural, educational programming (The Columbian; April 12, 2025)

https://www.columbian.com/news/2025/apr/12/doge-cuts-imperil-clark-county-nonprofits-cultural-educational-programming/

Fort Vancouver Regional Library District
Staff Report 2025-07

TO: FVRL Board of Trustees
FROM: Jennifer Giltrop, Executive Director
DATE: 4/21/2025
SUBJECT: Levy Lid Lift – Service Plan Options

The Board of Trustees considered and discussed financial trends and projections from September 2024 to January 2025, resulting in the board's approval of Resolution 2025-01. This resolution calls for an election on August 5, 2025, requesting voter authorization for Fort Vancouver Regional Library District (FVRLibraries) to restore its regular property tax levy to $0.50 per $1,000 of taxable assessed value.

The Board of Trustees reviewed Service Plan Options at their March 17 regular meeting and then dedicated the April 3 Special Board Meeting fully to reviewing the Service Plan Options for the Levy Lid Lift. Staff are requesting that the Board of Trustees adopt a service plan option should the levy lid lift pass or fail on August 5.

For reference, the average (mean) home value in the district in 2024 was $400,000. The cost to the taxpayer based on the average home value will be $200 per year ($16.67 per month) for library services if the levy is approved.

Aligning the Mission, Value, and Purpose of FVRLibraries to Levy Lid Lift Decisions

FVRLibraries is dedicated to lifelong learning, community engagement, and equitable resource access. The Levy Lid Lift measure on August 5 is grounded in these commitments, providing funding that sustains library services across the district. By bringing this measure to voters, FVRLibraries is prioritizing transparency and community involvement in decisions that affect library services. The proposed options outline potential effects on library operations and the district's ability to meet community needs, helping voters make an informed decision.

When making decisions regarding potential cuts or investments, FVRLibraries carefully considers several key questions that directly relate to our mission and values:

1. Community Needs and Expectations: Each proposed decision is assessed to determine how it meets critical community needs and expectations, particularly prioritizing services patrons value most. *What specific impacts will reductions have on community members across the district's diverse region?*

2. Fiscal Sustainability and Responsibility: Decisions are evaluated for financial responsibility and long-term sustainability. *Can essential reserves be realistically maintained to ensure financial stability? How do proposed changes impact the library's financial health immediately and in the long term?*

3. Impact on Service Levels and Quality*:* Changes in staffing, hours, or resources are considered in relation to service quality and accessibility. *Will adjustments significantly compromise the library's ability to meet the community's ongoing and future needs effectively?*

4. Infrastructure and Facility Maintenance: Facility-related cuts are reviewed to determine whether they will compromise safety, accessibility, or long-term operational integrity. *Can maintenance be responsibly delayed without creating costly future issues or negatively affecting patron experiences?*

5. Strategic Growth and Innovation: Decisions are assessed for alignment with potential strategic goals for innovation and future growth. *Do proposed cuts or investments enhance or hinder the capacity to adapt to community changes, demographic shifts, and technological advancements?*

By consistently applying these guiding questions, FVRLibraries works to make financially sound decisions that align with the district's core values and mission, ensuring transparency and accountability.

In developing these plans, we also account for critical organizational considerations.

- FVRLibraries has two labor unions with collective bargaining agreements, which will guide any staffing reduction process should the levy fail. The specific impact on employees will only be determined after the levy results.
- FVRLibraries follows a fiscal management policy that aims to maintain a reserve balance covering 60 to 90 days of annual operating costs. This policy ensures financial stability, particularly given our revenue structure, where approximately 96% of our total annual revenue comes from property taxes, which are only substantially received twice yearly in April and October.
- Integrity of the system is considered by ensuring that no matter if the system expands or contracts, the components are allocated in a similar fashion (e.g., staffing, materials, capital outlay, supplies, etc.). You will notice this later in the pie charts for each option.

These carefully balanced considerations ensure that our decisions responsibly reflect both immediate needs and the long-term priorities of our community and the library system as a whole.

<u>Summary of Options</u>

It is important to note that the financial forecasts use the most current data available, but actual results and budget expenses may vary over time. To ensure library services align with community needs, FVRLibraries will launch a strategic and master facilities planning process this spring, inviting public input to help shape future library hours and services. Community feedback will play a key role in determining how service hours are structured based on available funding.

Levy Lid Lift Pass Options

Levy Lid Lift Passes – Option #1: 2025 FVRL Service Levels Maintained– Levy Lid Lift *estimated* to sustain budget through 2040

The following chart only shows a five-year projection aligned with our Fiscal Management Policy. However, this option projects that the restoration of $0.50/$1,000 TAV would sustain through 2040.

Pass Option #1	2025	2026	2027	2028	2029	2030
Revenues	$ 30,575,552	$ 55,896,483	$ 56,761,484	$ 57,471,002	$ 58,450,722	$ 59,258,157
Expenses	$ 35,288,963	$ 37,961,878	$ 49,637,381	$ 40,786,326	$ 43,352,096	$ 49,966,526
Cash Change	$ (4,713,411)	$ 17,934,605	$ 7,124,103	$ 16,684,675	$ 15,098,626	$ 9,291,631
Cash Balance	$ 13,530,242	$ 31,464,847	$ 38,588,950	$ 55,273,625	$ 70,372,251	$ 79,663,881

Hours & Services

- Branch and Bookmobile hours are consistent with 2025 hours—no change in open hours. Current open hours are 690 per week districtwide.
- Continued investment in supporting a robust collection of library materials, including physical and digital items. FVRL aims to maintain 12% of operating budget dedicated to library materials.
- Continued programming and outreach at current levels.

Maintenance & Expansion of Physical Branches

- Includes funding for the new Washougal Community Library building in 2027 and related staff and operational costs.
- Maintains basic repairs/maintenance of facilities budget.

Personnel

- Maintains integrity of inflation factors for Personnel budget and other expenses.
- Personnel costs are expected to represent 67% to 71% of the total operating budget from 2025-2034, then increases to 72% in 2038. Staff FTEs expected to stay relatively the same.
- Ensures training and travel budget is sufficient to invest in staff growth & development

NOTE – *graph represent the average allocations form 2026-2030; the actual % vary slightly year-to-year*

***Levy Lid Lift Passes – Option #2*: Increase FVRL Service Hours by 13% districtwide - Levy Lid Lift *estimated* to sustain budget through 2035**

The following chart only shows a five-year projection aligned with our Fiscal Management Policy. However, this option projects that the restoration of $0.50/$1,000 TAV would sustain through 2035.

Pass Option #2	2025	2026	2027	2028	2029	2030
Revenues	$ 30,575,552	$ 55,896,483	$ 56,709,132	$ 57,358,702	$ 58,269,707	$ 59,001,978
Expenses	$ 35,288,963	$ 40,478,499	$ 52,454,073	$ 43,909,834	$ 46,686,004	$ 70,162,837
Cash Change	$ (4,713,411)	$ 15,417,983	$ 4,255,059	$ 13,448,868	$ 11,583,703	$ (11,160,859)
Cash Balance	$ 13,530,241	$ 28,847,268	$ 32,973,944	$ 46,222,893	$ 57,563,322	$ 45,928,292

Hours & Services

- Branch and bookmobile hours will be increased in 2026 by 13% over 2025 hours. That represents an increase of 91 hours or 781 total open hours per week districtwide.
- Continued investment in supporting a robust collection of library materials, including physical and digital items. FVRL aims to maintain 12% of operating budget dedicated to library materials.
- Includes a new Clark County Bookmobile in 2026 for underserved areas of the county.
- Increased programming and outreach across the District.

Maintenance & Expansion of Physical Branches

- Maintains basic repairs/maintenance of facilities budget.

- Includes funding for the new Washougal Community Library building in 2027 and related staff and operational costs in 2027 and beyond.
- Includes funding for a new library in 2030 to address growth in the district (location TBD and will be informed by master facilities plan). Includes related staff and operational costs in 2031 and beyond.

Personnel

- Staff positions increase 8% or an estimated 18 FTE in 2026 to deliver an estimated 91 more open hours per week district-wide.
- Personnel costs are expected to represent 67% to 71% of the total operating budget from 2025 to 2031, then remains at 71% through 2035. This is driven by increased staffing to support increased hours.
- Ensures training and travel budget is sufficient to invest in staff growth & development.

NOTE – *graph represent the average allocations form 2026-2030; the actual % vary slightly year-to-year*

Levy Lid Lift Fail Options

Levy Lid Lift Fails – Option #1: Significant Upfront Reductions

- Realizes a higher upfront reduction allowing staffing and services to adjust to the new normal, while also providing organizational capacity to focus on continued Levy Lid Lift efforts which will be required.
- Requires $500K in the budget for Levy Lid Lift ballot costs each year until it passes.

Fail Option #1	2025	2026	2027	2028	2029	2030
Revenues	$ 30,575,552	$ 30,606,852	$ 30,882,685	$ 31,188,811	$ 31,455,839	$ 31,809,411
Expenses	$ 35,288,963	$ 32,258,357	$ 31,179,593	$ 33,602,458	$ 29,705,856	$ 34,016,587
Cash Change	$ (4,713,412)	$ (1,651,505)	$ (296,908)	$ (2,413,647)	$ 1,749,983	$ (2,207,176)
Cash Balance	$ 13,530,241	$ 11,878,736	$ 11,581,828	$ 9,168,182	$ 10,918,165	$ 8,710,989

Hours & Services

- Branch and Bookmobile hours reduced by approximately 51% or 352 hours per week districtwide between 2026 – 2030.
    - Branch and Bookmobile hours reduced by 30% or 207 hours districtwide in 2026.
    - Branch and Bookmobile hours reduced by 30% or 145 hours district wide in 2029.
- Books and Materials while holding at 12% of budget, would realize a reduction of 36% or $675,000 between 2025-2030.
- Removes any investment of expanded services and programs.

Maintenance & Reduction of Physical Branches

- Vancouver Mall Library would close at end of the lease term 3/31/2028.
- Maintains costs that cannot be adjusted no matter our service level to the public
    - Insurance
    - Rents/Leases
    - Basic Repairs/Maintenance of Facilities
- Removes any investment in new libraries, renovations or new bookmobile.
- Reduction estimated in utilities, supplies, custodial, professional and other services.

Personnel

- Reduction estimate impacts for 2026 through 2030 include:
    - Personnel Costs remain above 60% of the overall budget each year.
    - Staff positions reduced by approximately 30% or an estimated 68 FTE in 2026. This reduction remains in 2027 – 2028.
    - Staff positions reduced by approximately 25% or an estimated 40 FTE in 2029. This reduction remains in 2030.
- Maintains the integrity of expected inflation factors for personnel costs and other expenses.

NOTE – *graph represent the average allocations form 2026-2030; the actual % vary slightly year-to-year*

Levy Lid Lift Fails – Option #2: Minimum Annual Reductions

- Reduces the annual service impact to meet the minimum amount needed each year to meet the 60-90 days of annual budgeted expenditures.
- Will require annual reduction adjustments to staffing and patron services, which will be labor intensive and costly administratively, and may cause further confusion to the public as hours will change every year to meet budget.
- Reduces controllable costs which has a direct and material impact on services to patrons including reducing branch hours/staffing.
- Requires $500K in the budget for Levy Lid Lift ballot costs each year until it passes.

Fail Option #2	2025	2026	2027	2028	2029	2030
Revenues	$ 30,575,552	$ 30,606,852	$ 30,821,772	$ 31,117,342	$ 31,430,244	$ 31,749,280
Expenses	$ 35,288,963	$ 35,303,964	$ 31,646,518	$ 31,237,302	$ 31,407,053	$ 31,684,360
Cash Change	$ (4,713,411)	$ (4,697,112)	$ (824,746)	$ (119,960)	$ 23,191	$ 64,920
Cash Balance	$ 13,530,241	$ 8,833,129	$ 8,008,383	$ 7,888,423	$ 7,911,615	$ 7,976,534

Hours & Services

- Branch and Bookmobile hours reduced by approximately 41% or 286 hours districtwide between 2026 – 2030.
    - Branch and Bookmobile hours reduced by 15% or 103 hours districtwide in 2026.
    - Branch and Bookmobile hours reduced by 31% or 186 hours districtwide from 2027-2030.

- Books and Materials while holding at 12% of budget, would realize a reduction of 47% or $900K between 2025-2030.

Maintenance & Reduction of Physical Branches

- Vancouver Mall Library would close at end of the lease term 3/31/2028.
- Reduction estimated in utilities, supplies, custodial, professional and other services.
- Maintains costs that cannot be adjusted no matter our service level to the public
    - Insurance
    - Rents/Leases
    - Basic Repairs/Maintenance of Facilities
- Removes any investment in new libraries, renovations or new bookmobile.

Personnel

- Reduction estimate impacts for 2026 through 2030 include:
    - Personnel Costs remain above 60% of the overall budget each year.
    - Staff positions will be reduced by approximately 50% or an estimated 134 FTE between 2026 – 2030.
        - Staff positions reduced by 15% or an estimated 34 FTE in 2026.
        - Staffing reduced by 7% to 16% each year or an estimated 100 FTE from 2027 – 2030.
- Maintains the integrity of expected inflation factors for personnel costs and other expenses.

NOTE – *graph represent the average allocations form 2026-2030; the actual % vary slightly year-to-year*

Summary Comparison of Options – 2026 Impacts

	Pass Option 1	Pass Option 2	Fail Option 1	Fail Option 2
Branch Hours	Maintained	Increased 13%	Reduced 30%	Reduced 15%
Staffing Impact	Maintained	Increased 8%	Reduced 30%	Reduced 15%
New Washougal Branch location	Y	Y	N	N
New Clark County Branch (Location TBD)	N	Y	N	N
New Clark County Bookmobile	N	Y	N	N
Collections % of Operating	12% Maintained	12% Maintained	12% Maintained	12% Maintained
Personnel % of Operating	68%	69%	64%	65%
Branch Closure	N	N	Y*	Y*
	*Note: The Vancouver Mall Library expected to close at end of lease in 2028			

The scenarios under consideration share several common elements:

	If the Levy Passes	If the Levy Does Not Pass
Library Hours	Continue current open hours, with potential for expansion	Reduced open hours across the district
Programs & Outreach	Ongoing programs and outreach for all ages	Fewer programs and outreach, including for children, seniors, and families
Staff Capacity	Stable staffing to support service and community needs	Fewer staff, impacting support and service responsiveness
Facilities & Growth	Open new Washougal Library; potential for a new Bookmobile and a new library location	Vancouver Mall Library closes when lease ends in 2028
Technology Access	Continued access to public computers, Wi-Fi, printing, and digital tools	Reduced ability to innovate and maintain computer replacement cycles
Strategic Plan Goals	Investments in innovation, learning, and welcoming spaces across the district	Long-term goals delayed or deferred
Financial Stability	Stable funding through at least 2035	deep budget/operations cuts needed to balance budget

Next Steps:

- Board of Trustees Vote on the Pass & Fail Service Plan
- This approval will inform FVRLibraries' Information Campaign, scheduled to launch as soon as possible following the 4/21/25 Board Meeting.

RESOLUTION 2025-06

FORT VANCOUVER REGIONAL LIBRARY DISTRICT

RESOLUTION OF THE BOARD OF TRUSTEES OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT AFFIRMING THE 2026 SERVICE PLAN IMPACTS REGARDING THE OUTCOME OF THE AUGUST 5, 2025 BALLOT INITIATIVE

WHEREAS, pursuant to RCW 84.55.050, the Fort Vancouver Regional Library District (the "District") may levy regular property taxes in any calendar year in excess of the limit factor provided for in RCW 84.55.0101 when such levy has been authorized by a proposition approved by a majority of the voters of the district voting on the proposition at a general or special election within the district; and

WHEREAS, the District has adopted Resolution 2025-01 to call for an election authorizing the district to restore its regular property tax levy to $0.50 per $1,000 of assessed value for collection in 2026; and

WHEREAS, the outcome of the levy lid lift election will determine funding available in 2026; and

WHEREAS, the District needs to provide factual information to the residents of the district specifying what the budget and service impacts will be in 2026 should the levy lid lift pass or fail; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

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 to18 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

Section 3. The Executive Director is hereby authorized and directed to provide factual inform the residents of the district in print, digital, and other forms regarding the impacts of the Levy Lid Lift Proposition on August 5, 2025 should it pass or fail.

Section 4. This resolution shall become effective immediately upon its adoption.

[SIGNATURES ON NEXT PAGE]

Adopted by the Board of Trustees of the Fort Vancouver Regional Library District at an open, public meeting thereof, held this 21st day of April, 2025.

Kristy Morgan, Chair

Megan Dugan, Vice Chair

Marie Coffey, Secretary

Mary Williams

Olga Hodges (Apr 23, 2025 17:05 PDT)

Mary Ann Duncan-Cole

Olga Hodges

Irina Kakorina