



Board of Trustees Meeting Minutes

December 15, 2025– 6:00 PM Regular Meeting
Vancouver Community Library
901 C Street, Vancouver, WA 98660
Columbia Room
Hybrid/In-Person

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

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

Absent:

Present Staff: Jennifer Giltrop, Executive Director; Catrina Galicz, Finance Director; Alicia Gomori, Deputy Director; Andrea Scherer, Human Resources Director; Miranda Holtmann, Executive Assistant; Julian Mendez, Communications and Marketing Director; Lynne Caldwell, Collection and Technical Services Director; Lucien Kress, IT Director; Jason Reetz, Facilities and Fleet Director; Jenny Wilkerson, Executive Director, FVRL Foundation; Justin Keeler, Branch Manager, Vancouver Community Library

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 6:00 p.m.
2. **AGENDA APPROVAL** – At 6:00 p.m. Mary Williams made a motion to approve the agenda. Irina Kakorina seconded. Motion approved with 7 of 7 votes.
3. **CHAIR ANNOUNCEMENTS** – the chair had no announcements.
4. **PUBLIC COMMENTS** – At 6:03 p.m. public comments began with the following speakers:
 - Milton Jones of Vancouver made a public comment about equity alternatives.
 - Katherine Gardner of Vancouver made a public comment regarding the strategic plan but due to technical issues had to provide written comments to the board.
 - Jamie Bair of Vancouver made a public comment about library access and equity.
 - James Tindall of Husum made a public comment about the sanctity of the Library Bill of Rights.
 - Kayelin R of Vancouver made a public comment about the 2026 FVRL Budget.
 - Sue Pennington of White Salmon made a public comment about the strategic plan language.
 - Nikki Taylor of Vancouver made a public comment on the use of the word ‘equity’.
 - Quill Onstead of Portland made a public comment on drag queen story hour and equity.
 - Jacob Ausmus of Vancouver made a public comment on equity and intellectual freedom.
 - Veroniaca Yanhs of Vancouver made a public comment on equity and inclusion.
 - Cynthia Ernst of Vancouver made a public comment on the November FVRL board meeting.
 - Armin Tolentino of Vancouver made a public comment on the celebration of library outreach.
 - Susan Nystorm of Vancouver made a public comment about equity.
 - Melissa Perez of Clark County made a public comment about the Vancouver Mall Library.
 - Andy Anady of Vancouver made a public comment about equality vs. equity.
 - Devon Laing of Clark County and the Next Chapter Advisory Committee made a public comment about language in the mission, vision and values.
 - Janet Hedgepath of Vancouver made a public comment about the strategic plan.

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- Jenny Wilkerson of Clark County and the FVRL Library Foundation made a public comment about the Foundation Perspective on the Strategic Plan.
 - Carmen Getz of Clark County made a public comment about equity and intellectual freedom.
 - Narissa Eckerson of Vancouver made a public comment about the strategic plan.
 - Randy Schmidt of Clark County made a public comment about drag queen story hour.
 - Gary Wilson of Clark County made a public comment about library services and the strategic plan.
 - John Wolf of Battle Ground made a public comment about equity and materials.
 - Jessica Cole of Battle Ground made a public comment about the strategic plan.
 - Carol Inonye-Matthews of Vancouver made a public comment about the strategic plan and equity.
 - Lu Aspon of Vancouver made a public comment about equity.
 - Kristina Martin of Vancouver made a public comment about why she loves the library.
 - Collette Connor of Vancouver made a public comment about neutral language.
 - Monica Garcia of Vancouver made a public comment about equity and intellectual freedom.
 - Chris Martin of Vancouver made a public comment about the library being for everyone.
 - Justine Stimmel of La Center made a public comment about the strategic plan.
 - Ann Bauer of Vancouver made a public comment about equity.
 - Judy Musa of Ridgefield made a public comment about equity.
 - Riley Donehey of Vancouver made a public comment about equity in the mission, vision and values.
5. **APPROVAL OF CONSENT AGENDA ITEMS**— At 7:13 p.m. Williams made a motion to approve the Consent Agenda. Marie Coffey seconded. Motion approved with 7 of 7 votes.
6. **REPORTS**
- 6.1. **FINANCIAL STATEMENTS AND HIGHLIGHTS** – At 7:13 p.m. Catrina Galicz provided highlights for the month ending October 2025. Galicz reminded the board that the October financials still reflect the original 2025 adopted budget, not the budget amendment that was approved in November.
- Statement of Cash:** At the end of October the district has a cash balance of \$7.3 million.
- Statement of Revenue:** October is a primary month that revenue is received from property taxes and revenues for October are meeting or exceeding expectations. Galicz noted that the four ‘other taxes’ will be combined into one ‘other taxes’ line item moving forward. \$193,000 of the \$218,000 in miscellaneous revenue is associated with insurance reimbursement from the fire in the server room at the Vancouver Community Library in June.
- Statement of Expenses:** Personnel budget is maintaining the trend that it has throughout the year, slightly under budget, which is reflected in the budget amendment. Several capital projects were rolled into the 2026 budget as they were not able to be completed in 2025. Galicz reported that in October 73% of the budget in library books and materials were spent.
- RECEIVE AND FILE OCTOBER FINANCIAL STATEMENTS** – At 7:18 p.m. Williams made a motion to approve receiving and filing the October financial statements. Kakorina seconded. Motion approved with 6 of 7 votes.
- 6.2. **ORGANIZATIONAL REPORT** – At 7:18 p.m. Jennifer Giltrop introduced Jason Reetz, the new Facilities and Fleet Director. Then Alicia Gomori was given the floor to present the organizational report which included the following highlights.
- **Cascade Park Community Library** shared a story about a patron who learned about the Experience Pass where FVRL card holders can reserve free passes to museums, cultural centers and local attractions.

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- **La Center Community Library's** Branch Manager is celebrating her 25-year anniversary with the District. Also Terra McLeod of **Goldendale Community Library** is celebrating her 5 years with the district.
- **La Center Community Library** staff helped a patron with her resume. The patron called the library and let them know that she got an interview and she appreciated the assistance that the library offered.
- **White Salmon Valley Community Library** has been having record attendance at Teen Council and Teen Late Night.
- **Yacolt Library Express** shared a story from a patron who expressed how vital the library is for him to get access to DVDs, books given his remote location.
- The new FVRL **BiblioCommons website** continues to have strong use with over 104,000 active users.

Giltrop highlighted in the statistics report that the district is seeing digital collections use outpacing physical collection use and visitor counts continue to be strong as well. Giltrop highlighted the Foundation's report which included a list of programs and services the Foundation supported in 2025.

- 6.3. **BRANCH REPORT: VANCOUVER COMMUNITY LIBRARY** – At 7:25 p.m. Justin Keeler provided an update on library activities for the Vancouver Community Library. The Vancouver Community Library reported a strong year of service and community impact, serving more than 330,000 visitors—about 30% of district foot traffic—while registering nearly 7,000 new accounts and circulating 740,000 items. The branch hosted 883 programs with over 22,000 attendees, with especially high engagement in early learning, teen services, and summer reading. The branch saw 2,164 participants for summer reading—a 64% increase over 2024 and 21% of district participation. Staff expanded partnerships and outreach through summer meal service, educational talks, ESL and citizenship classes, school and neighborhood engagement, and ongoing collaborations with community organizations. Media coverage, rotating local art installations, and successful Friends of the Library fundraising further highlighted the branch's role as a vibrant community hub, with achievements credited to the dedication of staff, the friends, and community partners.

7. BUSINESS

7.1. FACILITIES AND FINANCE COMMITTEE

- A. **2026 Budget Public Hearing** – At 7:38 p.m., Chair Morgan opened a Public Hearing for the 2026 Budget. The floor was given to Galicz to provide information about the 2026 Budget and highlight changes made since the board reviewed the proposed budget in November. The personnel budget increased just 22% over the 2025 budget amendment. The Books and Materials budget has just over a million-dollar increase, which maintains a collection budget at 12%. Galicz noted a change in machinery and equipment in the capital budget, due to timing of a vehicle purchase. Galicz closed with the five-year forecast that is policy to provide to the board. The five years are 2026 through 2030 and this will be a living document that will continue to be revised and updated as better information comes year over year.

At 7:42 p.m. the chair opened the public comment portion of the public hearing for the 2026 Budget. The board heard the following public comments:

- Jaime Bair provided public comment on FVRL keeping up with the increase in benefits.

At 7:45 p.m. the chair closed the public comment portion of the 2026 Budget and asked for a motion to adopt Resolution 2025-12: 2026 Budget Approval.

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- B. Resolution 2025-12: 2026 Budget Approval** – at 7:45 p.m. Williams moved to adopt Resolution 2025-12: 2026 Budget Approval. Dugan seconded. The motion was approved with 6 of 7 votes.
- C. Resolution 2025-13: Surplus of 2016 Mercedes Sprinter Van** – at 7:47 p.m. Giltrop provided brief context on the 9-year-old sprinter van with over 231,000 miles that has been replaced and is ready for surplus. Coffey moved to approve Resolution 2025-13: Surplus Authorization. Williams seconded. The motion was approved with 7 out of 7 votes.

7.2. STRATEGIC PLAN; COMPREHENSIVE FACILITIES PLAN—at 7:48 p.m. Giltrop introduced the library system’s 10-year facilities plan as a non-binding, working document intended to support long-range planning and informed discussion rather than formal adoption. The plan compiles data on population trends, building conditions, and community use to identify systemwide opportunities and challenges, including where existing facilities may no longer meet current or future needs. It is designed to be flexible and iterative, supporting continued study, future updates, and thoughtful exploration of options—such as renovation, relocation, consolidation, or closure—while aligning facilities with evolving service goals and the library’s mission.

Consultant Jill Eyres of Group 4 Architecture presented the findings and recommendations of the comprehensive facilities plan, developed to replace the prior 2013 plan and guide realistic, data-informed investment in library buildings. The planning process combined national library expertise with strong local knowledge and included detailed facility condition assessments, architectural reviews, cost modeling, and extensive engagement with staff, board members, stakeholders, and the community. Overall, district facilities were found to be in excellent condition, reflecting strong stewardship, though ongoing maintenance and modernization remain essential for long-term sustainability.

Analysis of service patterns and population trends identified a systemwide space deficit of at least 20%, with demand expected to grow as the district’s population increases by an estimated 35% over the next 20 years—primarily in Clark County. While branches vary appropriately in how they serve their communities, larger facilities consistently support higher levels of programming, technology use, circulation, and operational efficiency. The plan recommends prioritizing expanded and modernized facilities over adding numerous small branches, establishing a minimum new-branch size of 15,000 square feet, and strategically locating future investments in high-growth areas to better balance service capacity across the district.

Key recommendations include moving forward with the new Washougal library, planning for one to two future regional libraries in Clark County, and identifying opportunities for expansion or replacement of select smaller branches over the long term. Near-term priorities focus on maintenance and modernization of existing buildings, capacity-building projects, and strategic site planning to preserve future options. Cost estimates were intentionally broad to allow flexibility as projects are refined. The plan is intended as a living document, with individual projects returning to the board for consideration and incorporating additional staff and community engagement as they move forward.

7.3 POLICY AND NOMINATING COMMITTEE

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Election of Officers – At 8:23 p.m. Olga Hodges reported that the Policy and Nominating Committee met on December 4, 2025 to produce a slate of officers to bring forward to the board. The Policy and Nominating Committee recommend the following; as Chair, Trustee Megan Dugan. As Vice-Chair, Trustee Marie Coffey. As Secretary, Trustee Mary Williams.

Hodges made a motion to approve the 2026 officers of the Fort Vancouver Regional Library as presented. Williams seconded. Motion approved with 7 out of 7 votes.

- 8. EXECUTIVE SESSION RCW 42.30.110 (1g) Personnel** – at 8:24 p.m. Chair Morgan announced that the board of trustees would exit the room to go into executive session to discuss personnel as allowed by RCW 42.30.110 (1g) to return at 8:45 p.m. The board is expected to take action after the executive session.

The Chair called the meeting back to order at 8:49 p.m.

- 9. RESOLUTION 2025-14: EXECUTIVE DIRECTOR'S REVIEW** – at 8:49 p.m. The chair announced that the Board of Trustees reviewed the Executive Director's compensation and benefits as part of its annual performance evaluation and has determined that a compensation adjustment of 7% was warranted and entered into the resolution. Hodges moved to approve Resolution 2025-14: Executive Director's Review and Compensation. Dugan seconded. The motion was approved with 7 out of 7 votes.

- 10. BOARD COMMENT** - at 8:51 p.m. the chair opened the floor for board comments.

- Coffey thanked and congratulated Galicz on a successful audit, thanked Morgan for her work in the role of Chair, and thanked Giltrop for her work regarding the levy lid lift.
- Morgan thanked the Friends of Vancouver Community Library for their hospitality and commented on the value of compromise and working together.
- Hodges thanked Giltrop on her two years of service at FVRL and her work on the levy lid lift.
- Williams provided prepared remarks expressing concern that three members of the board were challenging the inclusion of equity and intellectual freedom in the strategic plan. Williams defended the process that produced the strategic plan and the feedback received by the community that informed its contents.
- Morgan made a comment that all trustees are appointed by the communities in which they live and they represent the people who are not at the meetings or did not participate in the surveys.
- Dugan made a comment that her responsibility to the community she serves includes upholding basic principles of libraries include equity and intellectual freedom.
- Kakorina made a comment suggesting caution in what is accessible by children.
- Coffey commented on her disappointment with this exchange among the trustees.
- Hodges added a comment seconding disappointment with this exchange.
- Duncan-Cole commented that trustees represent their communities that span from urban to rural and when issues arise it shouldn't be personal, but for the benefit of the library system.

- 11. SETTING FOR NEXT REGULAR MEETING:** Monday, January 26 at 6:00 p.m. at Vancouver Community Library. It will be a hybrid (in-person/online) meeting.

- 12. ADJOURNMENT** – At 9:24 p.m. Coffey made a motion to approve. Kakorina seconded. The meeting was adjourned at 9:24 p.m.

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