



Board of Trustees Meeting Minutes

February 17, 2026 – 6:00 PM Regular Meeting
Cascade Park Community Library
600 NE 136th Ave
Vancouver, WA 98684
Community Room
Hybrid/In-Person

Megan Dugan, *Chair*, City of Vancouver
Marie Coffey, *Vice Chair*, Clark County At-Large
Kristy Morgan, Clark County At-Large
Vacant, Skamania County
Vacant, City of Vancouver
Olga Hodges, Klickitat County
Irina Kakorina, Clark County At-Large

Present Board: Kristy Morgan (remote), Olga Hodges (remote), Marie Coffey, Irina Kakorina, Megan Dugan

Absent:

Present Staff: Jennifer Giltrop, Executive Director; Catrina Galicz, Finance Director; 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; Rachael Reis, Branch Manager, Cascade Park Community Library

Remote Access: <https://us06web.zoom.us/j/83384284329> • Meeting ID:833 8428 4329 • Passcode: 765500

Fort Vancouver Regional Library Business Meeting Minutes

AGENDA:

1. **CALL TO ORDER** - Chair Dugan called the meeting to order at 6:00 p.m..
2. **AGENDA APPROVAL** – At 6:00 p.m. Trustee Coffey made a motion to approve the agenda. Trustee Kakorina seconded. Motion approved with 5 out of 5 votes.
3. **CHAIR ANNOUNCEMENTS** – the Chair had no announcement.
4. **PUBLIC COMMENTS** – At 6:01 p.m. public comments began with the following speakers;
 - MaryKay Moskal of White Salmon made a public comment about exception to the adoption of revised language at the January 26th meeting.
 - Quill Onstead of Portland made a public comment about Board conduct.
 - Nancy Potter of Ridgefield made a public comment about equity.
 - Dennis Anderson of Brush Prairie made a public comment about support for board members.
 - Gary Wilson of Clark County made a public comment about library board members and intellectual freedom.
 - Margo Logan of Portland made a public comment about protecting children.
 - Tiffany Heine of Vancouver made a public comment about equity.
 - Randy Schmidt of Clark County made a public comment about equity.
 - Jamie Bair of Vancouver made a public comment about board actions with the strategic plan.
 - Ann Bauer of Vancouver made a public comment about democracy.
 - Sarah Newhouse of Vancouver made a public comment about the strategic plan.
 - Jake Ausmus of Vancouver made a public comment about the board and strategic planning.
 - James Watson-Hughes of Vancouver made a public comment about the strategic plan.
 - Phil Kronebusch of Clark County made a public comment about the CIPA computer filter.
 - Kelly Cowger of Clark Count made a public comment about the strategic plan wording.
 - Heidi Green of Clark County made a public comment about the strategic plan.
 - Monica Garcia of Clark County made a public comment about intellectual freedom.
 - Carol Maddox of Vancouver made a public comment about the clarification of board action on equity.

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- Armin Tolentino of Vancouver made a public comment about democracy.
5. **APPROVAL OF CONSENT AGENDA ITEMS**— At 6:37 Trustee Kakorina made a motion to approve the Consent Agenda. Trustee Coffey seconded. Motion approved with 5 out of 5 votes.

6. **REPORTS**

6.1. **FINANCIAL STATEMENTS AND HIGHLIGHTS** – At 6:38 p.m. Catrina Galicz presented the financial statements for the month ending December 2025.

Statement of Cash: At the end of 2025 the District had a year-end cash balance of \$18,596,471. This represents an increase of just over \$350,000 compared to the beginning of the year. The District is meeting its cash targets.

Statement of Revenue: Operating revenues reached 101% of budget approximately \$375,000 more than budgeted. The District did not need to draw from reserves due to delayed capital projects (including the Vancouver Deck Project) and staffing vacancies related to some cost savings.

Statement of Expenses: Total expenditures were \$2.7 million under budget with the District spending 92% of this planned budget. Library books and materials budget was exceeded at 108% of budget.

RECEIVE AND FILE DECEMBER FINANCIAL STATEMENTS – At 6:41 p.m. Trustee Coffey made a motion to receive and file the December 2025 financial statements. Trustee Kakorina seconded. Motion approved with 5 out of 5 votes.

6.2. **ORGANIZATIONAL REPORT** – At 6:42 p.m. Jennifer Giltrop provided the Organizational Report which included the following highlights:

- **Battle Ground Community Library** reported strong attendance in baby and preschool storytimes, including the addition of sign language and movement activities.
- **Cascade Park Community Library** expanded outreach through monthly programming at Columbia Heights Apartments in partnership with Mercy Housing and collaboration with the Council for the Homeless.
- **Goldendale Community Library** participated in Klickitat School District Literacy Night, incorporating bookmobile services and family engagement.
- **La Center Community Library's** outreach in January reached more than 236 individuals through schools, preschools, and teen programming.
- **Ridgefield Community Library** launched new adult and youth programs, including line dancing and kids yoga, with storytimes nearing room capacity.
- **Stevenson Community Library** distributed more than 600 bookmark contest entry forms to educators, supporting District-wide engagement.
- **Three Creeks Community Library** delivered diverse programming in January outreach, education and community partnerships.
- **Vancouver Community Library** continues outreach to the Juvenile Detention Center which focused on ongoing relationships with formerly incarcerated youths.
- **Washougal Community Library** staff provided database training for the Washougal School District's Adult Transitions Program.
- **White Salmon Community Library** hosted a regional jigsaw puzzle contest which drew strong participation.
- **Yacolt Library Express** serves as a critical access point for technology, employment resources and community connection.
- **Yale Community Library** welcomed 55 elementary students for instructional visits focused on library services and information on literacy.

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- **There are two seats currently open on the Board of Trustees.** Skamania County is actively recruiting candidates and The City of Vancouver seat will open soon. The City of Vancouver will be hosting a Boards and Commissions Open House on March 18 from 4:30 – 6:30 p.m. at the Cascade Park Community library.
- **The 75th Anniversary Road Trip Passport Program** distributed 9,000 passports and engaged nearly 1,800 online participants, contributing to a 29% increase in Maryhill Museum Experience Pass reservations.
- Planning is underway for a new Clark County bookmobile.
- Volunteer participation increased 11.5% in 2025 and an a 38% increase in volunteer hours.

6.3. FVRL FOUNDATION REPORT – At 6:50 p.m. Jenny Wilkerson presented a report for the FVRL Foundation. The foundation is undergoing operation changes including recruitment for a new Director of Development and Judy Musa is serving as a new Friends of the Library Coordinator in an effort to provide greater support for the Friends of the Library groups.

Wilkerson announced that Amy Tan will be the speaker for the 2026 Authors and Illustrators Dinner and Silent Auction October 6th. The Foundation is celebrating its 35th anniversary in 2026.

The Foundation is proud to support the District collections, including the Library of Things, and programs like the bookmark contest and Summer at Your Library. The Foundation also is focused on capital projects with a priority to fund the \$6 million gap for the Washougal Library. The Friends of Washougal are hosting on April 30th their second annual storytelling event as a fundraising project for the capital campaign. The Foundation continues its advocacy work as the community voices its concern regarding board action around the library's mission, vision and values.

6.4. BRANCH REPORT: CASCADE PARK COMMUNITY LIBRARY – At 6:48 p.m. Branch Manager Rachael Reis provided an update on library activities at Cascade Park Community Library. Reis provided an overview of the history of the branch highlighting the designation of the courtyard's Douglas Fir as a heritage tree. Signature events such as Goat Happy Hour and the Conscious Consumption Series drew strong participation, while cultural offerings, writing workshops, and the Teen Film Festival fostered creativity and community connection. Technology assistance remained a critical service, with expanded drop-in tech help sessions addressing strong demand. Reis highlighted some of the groups the library partners with—Project Linus, Master Gardeners, AARP, local schools, and the Firstenberg Community Center – these partnerships amplify the branch's impact through collaborative programming and outreach serving patrons and the community at large. In 2025, Cascade Park recorded 285,422 in-person visits, processed more than 6,800 delivery boxes, facilitated 250 curbside pickups, and issued a growing number of new library cards. While digital circulation continues to rise District-wide, the branch saw notable growth in in-person engagement, reinforcing the library's role as both an information center and a vital gathering place for the community.

6.5 LIBRARY OF THINGS – At 7:16 p.m. Barrie Olmstead, Collection Manager presented a report on the Library of Things. The collection includes items across multiple categories, including musical instruments, technology equipment, baking tools, household tools, outdoor recreation kits, crafting equipment, hobby supplies, and educational toys. Popular items to date include the metal detector, telescope, knitting machine, and technology equipment such as podcasting microphones and projectors. The collection allows patrons to explore new hobbies, test technology before purchase, and access tools they may not otherwise be able to afford or store. Since launch, demand has remained high, with some items consistently circulating and additional units already on order. The current overdue rate is slightly higher than traditional materials, reflecting strong use. Staff continue to evaluate patron suggestions and vet potential additions

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based on practicality, durability, storage considerations, and ease of maintenance. The Library of Things collection is funded by the Foundation. Olmstead closed by thanking the Foundation for the support of this collection and the community for the feedback and input.

7. BUSINESS

7.1. FACILITIES AND FINANCE COMMITTEE

Staff Report 2026-03: Non-Resident Borrower Fees – At 7:27 p.m. Jennifer Giltrop presented the Staff Report 2026-03. The District’s Library Privileges Policy requires that the annual non-resident fee reflect the average property tax paid by households within the District’s service area. Non-resident cards are available to individuals living in geographically adjacent areas not served by a tax-supported public library, most commonly residents in portions of Woodland located in Cowlitz County.

Based on updated calculations following the levy lid lift, staff recommended setting the 2026 non-resident fee at \$200 annually, with options to pay \$100 semi-annually or \$50 quarterly. The intent of the fee structure is to ensure that individuals who do not pay through local property taxes pay an equitable share for access to library services. Individuals who qualify for property tax exemption under state guidelines may apply for a corresponding exemption from the non-resident fee with appropriate documentation.

Trustee Kakorina asked clarifying questions about the calculations and what areas the non-resident fee would apply to. Giltrop clarified that people in the District’s service area are paying this rate through property taxes, this adjustment to the non-resident fee makes it equal to what a residents pay, following the levy lid lift. Trustee Hodges asked a question about exemptions. Those who are exempted from paying property tax could show evidence to have the same exemption under the non-resident borrower fee.

Resolution 2026-01: Non-Resident Borrower Fee

Trustee Coffey made a motion to approve **Resolution 2026-01: Non-Resident Borrower Fee**. Trustee Hodges seconded. Motion approved with 4 out of 5 votes.

Staff Report 2026-05: Surplus of 2008 Scion xB and 2008 Toyota Sienna – At 7:35 p.m. Giltrop introduced the request for two vehicles to be surplus; a 2008 Scion xB with over 100,000 miles and a 2008 Toyota Sienna with almost 120,000 miles.

Resolution 2026-02: Surplus of 2008 Scion xB and 2008 Toyota Sienna - Trustee Coffey made a motion to approve **Resolution 2026-02: Surplus of 2008 Scion xB and 2008 Toyota Sienna**. Trustee Kakorina seconded. Motion approved with 5 out of 5 votes.

7.2. POLICY AND NOMINATING COMMITTEE

Staff Report 2026-06: Election of Secretary – At 7:38 p.m. Giltrop presented the Staff report. Due to changes in the board’s membership, the board has a vacancy in the role of secretary. According to the bylaws any vacancy occurring in the elected office shall be filled at the next regular meeting of the board. The Nominating committee met to discuss the appointment of a secretary through December 2026.

Trustee Hodges made a motion to elect Trustee Marie Coffey to the position of Secretary, in addition to her role as Vice-Chair. Trustee Kakorina seconded. The motion was approved with 4 out of 5 votes, with Trustee Coffey abstaining from the vote.

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Staff Report 2026-04: Grammatical revisions to the 2026-2030 Strategic Plan Vision, Mission, Values and Priority statements – At 7:38 p.m. Giltrop presented a staff report requesting approval of minor grammatical revisions to the Strategic Plan’s vision, mission, values, and priority statements adopted at the January meeting. She noted that an earlier version of the document posted in the meeting packet contained an omission that has since been corrected to accurately reflect the Board-approved language. Staff identified several technical edits, including the addition of commas and minor wording adjustments to improve clarity and readability without altering the substance or intent of the adopted plan.

Trustee Dugan pointed out a comma that was added that was not highlighted in the document, to make sure the trustees were aware that that was a change.

At 7:45 Trustee Kakorina moved to approve the Grammatical revision to the 2026-2020 Strategic Plan Vision, Mission, Values and Priority Statement. Trustee Coffey seconded. The motion was approved with 5 out of 5 votes.

7.3 UPDATED COMMITTEE ASSIGNMENTS - At 7:46 Chair Dugan presented the revised committee assignments reflecting the recent changes in Board membership. Due to the vacancy of two seats, maximum membership for committees will be at two members.

8. **BOARD COMMENT** - at 7:47 p.m. p.m. Trustee Dugan opened the floor for Board Comments.
 - Trustee Kakorina asked a question about the Library being on the agenda for the Clark County Council. Giltrop and Dugan weren’t invited to the Council meeting. It was offered that perhaps she saw the re-appointment of Trustee Dugan being affirmed. Trustee Kakorina thanked the Cascade Park Community Library for hosting the board meeting.
9. **SETTING FOR NEXT REGULAR MEETING:** Monday, March 16 at 6:00 p.m. at Three Creeks Community Library. It will be a hybrid (in-person/online) meeting.
10. **ADJOURNMENT** – At 7:49 p.m. Trustee Coffey moved to adjourn the meeting; Trustee Kakorina seconded. The meeting was adjourned at 7:39 p.m.