

## Agenda for Regular Public Meeting

**Date:** April 9, 2026

**Time:** 3:00 PM

**Location:** Yale Valley Community Library  
11700 Lewis River Road, Ariel, WA 98603

- |  |             |
|--|-------------|
| 1. Call to Order   |             |
| 2. Agenda Approval   | ACTION      |
| 3. Introductions and Welcomes/Chair Announcements              | INFORMATION |
| 4. Consent Agenda  | ACTION      |
| a. Minutes Approval: February 12, 2026                         |             |
| 5. Financial Report  | INFORMATION |
| a. January 2026, February 2026                                 |             |
| 6. New Open Hours - June 1, 2026                               | INFORMATION |
| 7. Port of Woodland  | INFORMATION |
| 8. Branch Manager Report: Angela Duncan                        | INFORMATION |
| 9. Public Comments   |             |
| 10. Board Comments   |             |
| 11. Adjournment – Next Regular Meeting June 11, 2026 at 3 p.m. |             |

# Yale Valley Library District

Regular Meeting

February 12, 2026

Yale Valley Community Library

Trustees Present: Cynthia McAllister, Emelda Ochoa, Julia Starr, Alyssa Demenko

Absent: Lottie Stoll-Smith

FVRL: Jennifer Giltrop

YVLD: Lesley Miller

Members of the Public: Rob Starr

1. The meeting was called to order by Cynthia McAllister at 3:04 pm.
2. Agenda approval – Emelda Ochoa moved to approve the agenda. Alyssa Demenko seconded. The motion was approved with 4 out of 5 votes.
3. Chair McAllister welcomed everyone, there was no one new in attendance and no announcements.
4. Consent Agenda
  - a. November 13, 2025, Minutes. Ochoa made a motion to approve the minutes. Demenko seconded. The motion was approved with 4 out of 5 votes.
5. Financial Report - Three months of financials; October, November and December 2025 were included for the board's review. Jennifer Giltrop focused her oral report on the most current month's financials, December 2025.

Tax Revenue for December 2025 was \$5,774. Timber Revenue was \$6,814. Miscellaneous income was \$1,297. Total income for December was \$13,885. There were no Expenditures for December. Ending December 31, 2025, Total non-Capital reserves were \$246,615. Capital Reserves were \$121,203.

Starr made a motion to approve receiving and filing the October, November and December 2025 financial statements. Ochoa seconded. The motion was approved with 4 out of 5 votes.

6. Branch Manager Report – Lesley Miller reported that just over 1,000 patrons visit the library monthly, it ebbs and flows, but the number is growing. It seems more come

when the library is not staffed. Yale Elementary students visited for their monthly trip, approximately 55 students in grades K-4 and some of the kids entered the bookmark contest that is currently in progress, February 1<sup>st</sup> through the 28<sup>th</sup>. Miller highlighted the News and Events magazine includes a “Library of Things” that can be checked out; items like a telescope, sewing machine, metal detector among other things, however Yale Valley Library is not a “pick-up” spot at this time. Other highlights include using the library as a resource to print Tax Forms, and that some branches also provide help on-site.

7. Public comments – None
8. Board comments – Starr asked for a list of phone numbers of the board members.
9. McAllister made a motion to adjourn the meeting. Ochoa seconded and the meeting was adjourned at 3:19 p.m. The motion was approved by all trustees present. The next regular meeting will be April 9, 2026, at 3pm.

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# Yale Valley Library District

For the Month Ending January 31, 2026 (With Year-to-Date Totals)

## Statement of Cash

January 1, 2026 Beginning Cash Balance	\$ 367,818
Year-to-date Revenue Received	2,623
Year-to-date Expenditures	-
Cash Balance January 31, 2026	<u>\$ 370,442</u>

# Yale Valley Library District

For the Month Ending January 31, 2026 (With Year-to-Date Totals)

## Schedule of Reserves

<b>Non Capital Reserve Beginning Balance January 1, 2026</b>	\$	246,615
Property Tax Collections (Revenue)		1,250
Professional Expenses (Expenses)		-
<b>Non Capital Reserve Ending Balance January 31, 2026</b>	<b>\$</b>	<b><u>247,865</u></b>
<b>Capital Reserve Beginning Balance January 1, 2026</b>	\$	121,203
Intergovernmental, Grants and Contracts (Revenue)		79
Miscellaneous (Revenue)		1,295
Capital Out lay (Expenses)		-
<b>Capital Reserve Ending Balance January 31, 2026</b>	<b>\$</b>	<b><u>122,577</u></b>
<b>Total Reserves</b>	<b>\$</b>	<b><u><u>370,442</u></u></b>

# Yale Valley Library District

For the Month Ending January 31, 2026 (With Year-to-Date Totals)

## Revenue

<u>Description</u>	<u>2026 Budget</u>	<u>January</u>	<u>Year-to-Date Totals thru Jan 2026</u>	<u>Year -to - Date Annual Budget Percentage</u>
<b>Property Taxes</b>				
Property Tax Collections - Yale Valley District	\$ 143,154	\$ 1,250	\$ 1,250	0.87%
<b>Total Property Taxes</b>	<b>143,154</b>	<b>1,250</b>	<b>1,250</b>	<b>0.87%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
DNR - Timber Revenue	30,000	-	-	0.00%
DNR - Other Revenue	100	79	79	78.56%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>30,100</b>	<b>79</b>	<b>79</b>	<b>0.26%</b>
<b>Miscellaneous</b>				
Investment Interest	15,500	1,295	1,295	8.36%
<b>Total Miscellaneous</b>	<b>15,500</b>	<b>1,295</b>	<b>1,295</b>	<b>8.36%</b>
<b>Total Revenue:</b>	<b>\$ 188,754</b>	<b>\$ 1,328</b>	<b>\$ 2,623</b>	<b>1.39%</b>
Transfer from Reserves	\$ -	\$ -	\$ -	0.00%
<b>Total Revenue and Reserves</b>	<b>\$ 188,754</b>	<b>\$ 1,328</b>	<b>\$ 2,623</b>	<b>1.39%</b>

## Expenses

<u>Description</u>	<u>2026 Budget</u>	<u>January</u>	<u>Year-to-Date Totals thru Jan 2026</u>	<u>Year to Date Annual Budget Percentage</u>
<b>Other Services / Charges</b>				
Professional Services	\$ 160,000	-	\$ -	0.00%
Capital Outlay	20,000	-	\$ -	0.00%
<b>Grand Total Expense:</b>	<b>\$ 180,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>

Net Cash Activity	\$ 2,623
Jan. 1, 2026 Cash with County Treasurer	\$ 367,818
<b>Ending Cash January 31, 2026</b>	<b>\$ 370,442</b>

# Yale Valley Library District

For the Month Ending February 28, 2026 (With Year-to-Date Totals)

## Statement of Cash

January 1, 2026 Beginning Cash Balance	\$ 367,818
Year-to-date Revenue Received	4,061
Year-to-date Expenditures	-
Cash Balance February 28, 2026	<u>\$ 371,879</u>

# Yale Valley Library District

*For the Month Ending February 28, 2026 (With Year-to-Date Totals)*

## Schedule of Reserves

<b>Non Capital Reserve Beginning Balance January 1, 2026</b>	\$	246,615
Property Tax Collections (Revenue)		1,476
Professional Expenses (Expenses)		-
<b>Non Capital Reserve Ending Balance February 28, 2026</b>	<b>\$</b>	<b><u>248,091</u></b>
<b>Capital Reserve Beginning Balance January 1, 2026</b>	\$	121,203
Intergovernmental, Grants and Contracts (Revenue)		79
Miscellaneous (Revenue)		2,506
Capital Out lay (Expenses)		-
<b>Capital Reserve Ending Balance February 28, 2026</b>	<b>\$</b>	<b><u>123,788</u></b>
<b>Total Reserves</b>	<b>\$</b>	<b><u><u>371,879</u></u></b>

# Yale Valley Library District

For the Month Ending February 28, 2026 (With Year-to-Date Totals)

## Revenue

Description	2026 Budget	February	Year-to-Date Totals thru Feb 2026	Year -to - Date Annual Budget Percentage
<b>Property Taxes</b>				
Property Tax Collections - Yale Valley District	\$ 143,154	\$ 226	\$ 1,476	1.03%
<b>Total Property Taxes</b>	<b>143,154</b>	<b>226</b>	<b>1,476</b>	<b>1.03%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
DNR - Timber Revenue	30,000		-	0.00%
DNR - Other Revenue	100	0	79	78.98%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>30,100</b>	<b>0</b>	<b>79</b>	<b>0.26%</b>
<b>Miscellaneous</b>				
Investment Interest	15,500	1,211	2,506	16.17%
<b>Total Miscellaneous</b>	<b>15,500</b>	<b>1,211</b>	<b>2,506</b>	<b>16.17%</b>
<b>Total Revenue:</b>	<b>\$ 188,754</b>	<b>\$ 227</b>	<b>\$ 4,061</b>	<b>2.15%</b>
Transfer from Reserves	\$ -	\$ -	\$ -	<b>0.00%</b>
<b>Total Revenue and Reserves</b>	<b>\$ 188,754</b>	<b>\$ 227</b>	<b>\$ 4,061</b>	<b>2.15%</b>

## Expenses

Description	2026 Budget	February	Year-to-Date Totals thru Feb 2026	Year to Date Annual Budget Percentage
<b>Other Services / Charges</b>				
Professional Services	\$ 160,000		\$ -	0.00%
Capital Outlay	20,000		\$ -	0.00%
<b>Grand Total Expense:</b>	<b>\$ 180,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>

Net Cash Activity	\$ 4,061
Jan. 1, 2026 Cash with County Treasurer	\$ 367,818
<b>Ending Cash February 28, 2026</b>	<b>\$ 371,879</b>

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT**  
**STAFF REPORT 2026-07 – New/Expanded Open Hours Starting June 1, 2026**

**To: Board of Trustees**

**FROM:** Jennifer Giltrop

**Date:** 03/16/2026

**SUBJECT: New and Expanded Open Hours Beginning June 1, 2026**

**Summary:** In fulfillment of a Levy Lid Lift commitment, **FVRLibraries will expand open hours by 13%, adding 91 hours per week across the district beginning June 1, 2026.** New open hours for each branch were determined using library usage statistics, geographic distribution of hours, and community feedback expressing interest in increased evening and weekend access.

The new schedule also establishes greater consistency in open hours across branch locations, improving the public’s experience while creating operational efficiencies for the district.

The staffing model supporting the expanded hours will add 20.2 full-time equivalent (FTE) positions districtwide and aligns with the 2026 personnel budget allocation.

**Methodology:** This project required careful coordination of schedules, staffing, and operations to develop a model that works effectively across the district. The methodology included:

- Reviewing key data, including current staffing levels, library usage statistics, patron feedback from 2025 community engagement activities, and current branch open hours.
- Developing data-driven proposed open-hours schedule options.
- Creating staffing level proposals aligned with the expanded hours.
- Collaborating with Branch Managers to develop draft staff schedules.

**Expanded/New Open Hours:**

The expanded open-hours model adds 74 additional branch open hours per week across the district. The remaining hours will support 15 hours for the new Clark County Bookmobile and 2 additional hours for the Klickitat County Bookmobile, resulting in a total increase of 91 open hours per week (13%).

All branches—except Vancouver Mall, **Yale Valley**, and North Bonneville—will receive additional open hours. High-demand evening and weekend hours are being added in response to community feedback. The new schedules also create more consistent open hours across branches.

In addition to Vancouver and Vancouver Mall, five additional branches will now be open on Sundays. The four largest libraries—Battle Ground, Cascade Park, Three Creeks, and Vancouver—will be open seven days per week for a total of 64 hours. Stevenson and White Salmon Valley will also be open seven days per week for 60 hours. Vancouver Mall will maintain its current schedule of 54 hours per week across seven days.

These changes ensure that at least one library in each county will offer Sunday hours, improving access throughout the district.

Five libraries—Goldendale, Ridgefield, Washougal, La Center, and Woodland—will operate 54 hours per week across six days, with expanded evening hours.

At Yacolt, four staffed hours will be added to make Tuesdays a full-service day. Staffed hours at Yacolt and Yale will also shift from Mondays to Saturdays to provide weekend staffed service in those communities.

These expanded and adjusted hours will significantly improve access to library services across the district. FVRLibraries will continue to monitor usage data and patron feedback as the new hours are implemented.

The branch open hours schedules are provided on the following page.

**Current Open Hours until 5/31/26 & New Open Hours as of 6/1/26**

Library	Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Total Hours	Total Hours	Change in Hours
	Current	New	Current	New	Current	New	Current	New	Current	New	Current	New	Current	New	Current	New	
<b>Battle Ground</b>		10-6	9-7	10-8	9-7	10-8	9-7	10-8	9-7	10-8	10-6	10-6	10-6	10-6	56	64	8
<b>Cascade Park</b>		10-6	9-8	10-8	9-8	10-8	9-8	10-8	9-8	10-8	9-6	10-6	9-6	10-6	62	64	2
<b>Goldendale</b>			10-6	10-7	9-6	10-8	10-6	10-7	9-6	10-8	10-6	10-6	10-6	10-6	50	54	4
<b>La Center</b>			10-6	10-7	10-6	10-8	10-6	10-7	10-6	10-8	10-6	10-6	10-6	10-6	48	54	6
<b>North Bonneville</b>							2-5	2-5			2-5	2-5			6	6	0
<b>Ridgefield</b>			10-6	10-7	10-7	10-8	10-7	10-7	10-6	10-8	10-6	10-6	10-6	10-6	50	54	4
<b>Stevenson</b>		10-6	10-6	10-7	10-6	10-7	10-6	10-7	10-6	10-7	10-6	10-6	10-6	10-6	48	60	12
<b>Three Creeks</b>		10-6	9-7	10-8	9-7	10-8	9-7	10-8	9-7	10-8	10-6	10-6	10-6	10-6	56	64	8
<b>Vancouver</b>	10-6	10-6	10-6	10-8	9-7	10-8	9-7	10-8	9-7	10-8	10-6	10-6	10-6	10-6	62	64	2
<b>Vancouver Mall</b>	11-6	11-6	11-7	11-7	11-7	11-7	11-7	11-7	11-7	11-7	11-6	11-6	10-6	10-6	54	54	0
<b>Washougal</b>			10-6	10-7	10-6	10-8	10-6	10-7	10-6	10-8	10-6	10-6	10-6	10-6	48	54	6
<b>White Salmon Valley</b>		10-6	10-6	10-7	10-6	10-7	10-6	10-7	10-6	10-7	10-6	10-6	10-6	10-6	48	60	12
<b>Woodland</b>			10-6	10-7	10-6	10-8	10-6	10-7	10-6	10-8	10-6	10-6	10-6	10-6	48	54	6
<b>Yacolt Library Express</b>			9-1		1:30-5:30	10-1; 1:30-6	9-5:30	10-1; 1:30-6			10-5:30	10-1; 1:30-6		10-1; 1:30-4	24	28	4
<b>Yale Valley</b>			2-5:30		9-12:30	10-1:30			9-1; 1:30-5:30	10-1; 1:30-6:30				10-1:30	15	15	0
<b>Sub-total Branches</b>															<b>675</b>	<b>749</b>	<b>74</b>
Clark County Bookmobile																15	15
Klickitat County Bookmobile*																2	2
<b>Sub-total Outreach</b>																<b>17</b>	<b>17</b>
<b>Total Expanded Hours</b>																<b>766</b>	<b>91</b>

\* No change to Skamania County Bookmobile

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT  
STAFF REPORT – PORT OF WOODLAND**

**To:** YVLD Board of Trustees

**FROM:** Catrina Galicz

**Date:** 04/09/2026

**SUBJECT:** Port of Woodland Agreement & Addendum

**Background:** The Yale Valley Library District has an agreement with the Port of Woodland (POW) wherein the Library leases a portion of the Electrical Room in the building of the Yale Valley Community Library to house telecommunication racks and a fiberoptic cable system for the POW. The twenty-five year agreement (January 1, 2023 – December 31, 2048) provides exclusive right-of-access to the POW and POW-approved internet service providers to the Electrical Room to service and maintain the fiberoptic cable system. The POW bears all expenses for the installation, maintenance, and repair of their fiberoptic system and pays the YVLD \$1 a year.

**Addendum to the agreement:** FVRL engaged with the POW on an addendum to the agreement effective April 1. The addendum agrees to allow the POW's use of the YVLD storage facility (shed) to store a 3,500-watt generator. The addendum stipulates that the Port must carry their own liability insurance and agree that YVLD and FVRL will have zero liability for damage, theft, etc. The addendum outlines that no spare gas or oil is to be stored in the shed and that the POW must provide nominal supplies for use and security of the generator.

Additionally, FVRL will provide a dedicated, secure Wi-Fi network for the POW's camera, keeping its data separate from library traffic. The POW will pay FVRL \$100 annually for this dedicated service, with a prorated fee for 2026 of \$75 for April – December.

**LEASE AGREEMENT  
BETWEEN YALE COMMUNITY LIBRARY AND THE PORT OF WOODLAND**

This Lease Agreement (“**Agreement**”) is made and entered into as of October 6, 2022 (the “**Effective Date**”) between the YALE VALLEY LIBRARY DISTRICT, a Washington public agency (“**Library**” or “**Landlord**”), and the PORT OF WOODLAND (“**Port**” or “**Tenant**”), a municipal government entity (“**Port**” or “**Tenant**”). In this Agreement, the above entities are jointly referred to as the “**Parties**”.

**RECITALS**

A. The Port intends to build, install, operate, and maintain a fiber optic cable system for the purpose of facilitating broadband telecommunications service between Ariel, Washington and Cougar, Washington. This project will enable faster and more dependable internet speeds, and will be critical for the residents and business between Ariel and Cougar.

B. Library owns the real property commonly known as 11700 Lewis River Road, Ariel, Washington 98603 (the “**Library Property**”), including the Building known as the Yale Community Library (the “**Building**”) located thereon.

C. The Port seeks to locate a colocation facility in the Electrical Room in the Building from which the fiber optic cable system will be established.

D. With this Agreement, subject to the terms and conditions herein, the Library agrees to grant the Port exclusive rights to install, service, and maintain a fiber optic cable system within the Electric Room in the Building.

Accordingly, in consideration of the mutual promises set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

**AGREEMENT**

**1. PURPOSE AND PREMISES**

The Library hereby leases to Port, and Port hereby leases from Library, for the Term and upon the terms and conditions set forth herein, that portion of the Electric Room in the Building, as described or depicted in Exhibit A attached hereto (“**Premises**”), solely for the installation of telecommunication racks and a fiber optic cable system (“**Fiber Optic System**”). Port may not use the Premises for any other purpose without Library’s prior written consent, which Library may withhold in its sole discretion. Port accepts the Premises in its existing condition AS-IS.

**2. EXCLUSIVE RIGHT-OF-ACCESS**

During the Term, the Port and Port-approved internet service providers (“**Approved ISPs**”) shall have the exclusive right to use and have uninterrupted access to the Premises to, at its sole expense, build,

LEASE AGREEMENT - 1

Yale Valley Library District and Port of Woodland

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install, operate, service and maintain a fiber optic cable system and shall have the right to replace or add strands as needed. Use and access of the Premises shall be twenty-four (24) hours a day, three hundred sixty-five (365) days a year in the event the Port finds access necessary for system upgrades or repairs. The Port may, in its reasonable discretion and its sole cost and expense, make upgrades or improvements to the Premises for the purpose of securing the Premises and protecting the Fiber Optic System (e.g., secure access lock, key pad, new door, etc.) that will be pre-approved and done in agreement with the Library or their designated representative.

The Parties acknowledge that the Fiber Optic System will be used by Approved ISP's and the Port may assign the rights of the Fiber Optic System to additional ISP's without the imposition of fees or charges; provided, access to Library Property and the Premises by the Port and Approved ISP's shall be subject to such restrictions by the Library as may be reasonably necessary to safeguard Library property, personnel and the public. Port shall not allow the Fiber Optic System or any use thereof by any Approved ISP to interfere with Library's data and communications systems or its use thereof.

**6. TERM**

The term of this Agreement shall be twenty-five (25) years ("Initial Term"), commencing on January 1, 2023 ("Lease Commencement Date"), and terminating on December 31, 2048 ("Lease Termination Date"). The Port shall have the option to extend the term of this Agreement ("Extension Option") for an additional term of twenty-five (25) years ("Extension Term") upon the same terms and conditions as set forth herein (the Initial Term and Extension Term shall collectively be referred to as the "Term"). This Extension Option shall be exercised by the Port giving notice in writing to the Library, delivered no less than ninety (90) days prior to the end of the Initial Term. Thereafter, this Agreement may be extended for an additional term or terms upon the written agreement of both Parties, provided, nothing herein shall be construed to obligate either party to agree to such extension. A lease year ("Lease Year") will commence on the anniversary date each year and end the day before the succeeding anniversary.

**7. CONSIDERATION**

As consideration for the rights granted to Port, the Port agrees to pay the Library One Dollar (\$1.00) per year, payable within ninety (90) days of the beginning of each Lease Year, with the initial payment to be paid concurrent with the execution of this Agreement.

**8. INSTALLATION AND MAINTENANCE**

The Port, at its sole cost and expense, shall bear the sole responsibility for the installation, maintenance, and repair of the Fiber Optic System. Such installation, maintenance, and repair shall at no time unreasonably interfere with the Library's use of the Building. The installation and any replacement or repair of the Fiber Optic System shall be done in a first-class, workman-like manner, in full compliance with all applicable federal, state and local laws, rules, regulations, and ordinances. Should the installation, maintenance, repair, and/or replacement of the Fiber Optic System result in any damage to the Building, including any damage or leaks in the structure of the Building, the Port shall immediately repair the same, and shall pay the cost of any damage to the contents of Building.

**9. UTILITIES**

The Port shall be solely responsible for its share of all utility services, including electricity, it will require for operation of the Fiber Optic System on the Premises and for payment of all costs associated with such utilities consumed at the Premises.

If the parties both consent, the Port may be permitted, at its sole cost and expense, to install a separate power meter for its use of the Fiber Optic System at the Premises.

10. **RESTORATION**

To the extent reasonably practicable, the Port shall restore to a well-ordered condition any Library Property that is disturbed or damaged as a result of the Port's exercise of its right-of-access hereunder.

11. **ASSIGNMENT AND SUBLEASE RESTRICTED**

**Assignment.** Port shall not voluntarily or involuntarily assign or otherwise transfer (collectively referred as a "Transfer") its interest in this Agreement, without first obtaining Library's prior written consent, which consent may not be unreasonably withheld. The assignee shall assume all obligations of the Port under this Agreement. Port shall not mortgage, pledge, or otherwise encumber its interest in the Premises or this Lease. Any attempted transfer without consent shall be null and void and, at the option of Library, will cause termination of this Lease. The giving of such consent in one instance shall not preclude the need for Port to obtain Library's consent to further transfers. If Port is permitted to make any transfer, Port shall not be relieved of its obligations, but shall remain primarily liable to Library for performance of all such obligations

**Sublease.** Port shall not sublease all or any portion of the Premises without the prior written consent of Library, which consent may be withheld in the Library's sole discretion and consent may not be unreasonably withheld.

12. **DEFAULT; REMEDIES**

The following shall be deemed an "Event of Default" by the Port:

**Payment of Rent or other money.** If the Port fails to pay any monetary sum set forth herein when payment is due; providing, however, that Library may not terminate this Agreement on account of such failure unless such failure remains uncured ten (10) days after written notice of such default is given by Library to Port.

**Covenants.** If Port neglects or fails to perform or observe any of the covenants, terms and conditions in this Agreement on its part to be observed and such failure remains uncured thirty (30) days after written notice from Library to Port; provided, however, that if such cure, through no fault of Port, cannot be completed within such thirty (30) day period, Port shall have such additional time as is reasonably necessary to complete the cure, provided Port must have undertaken procedures to cure the default within such thirty (30) day period and thereafter diligently pursue such efforts to cure to completion.

Upon an Event of Default by the Port, Library may exercise any one or more of the following remedies, in addition to all other remedies available under applicable law:

Termination. Landlord may terminate Tenant's right to possession of the Premises and Tenant's rights under this Lease by giving written notice to Tenant of Landlord's election to terminate Tenant's right to possession of the Premises, and this Lease will terminate as of the date of such notice. In the event of such termination, Landlord may recover damages from Tenant as provided below.

Retake Possession. Landlord may re-enter and retake possession of the Premises, without notice, either by summary proceedings or any other lawful applicable action or proceeding. Landlord may use the Premises for Landlord's own purposes or relet it upon any reasonable terms without prejudice to any other remedies that Landlord may have by reason of Tenant's default. None of these actions will be deemed an acceptance of surrender by Tenant.

Damages for Default. Whether or not Landlord retakes possession or relets the Premises, Landlord may recover all damages caused by the default (including but not limited to attorneys' fees relating to the default).

Cure of Tenant's Default. Without prejudice to any other remedy for default, Landlord may perform any obligation or make any payment required to cure a default by Tenant. The cost of performance, including attorneys' fees and all disbursements, shall immediately be repaid by Tenant upon demand, together with interest from the date of expenditure until fully paid at the rate of 10 percent per annum, but not in any event at a rate greater than the maximum rate of interest permitted by law.

### 13. INDEMNIFICATION

Except to the extent of the Library's comparative fault or breach of an express provision of this Agreement, to the extent permitted by law, the Port shall indemnify, defend, and save the Library, its successors, assigns, and agents harmless for, from, and against any and all claims, liability, losses, costs, charges, or expenses which the Library may incur as a result of any act or omission of the Port in its use of the Premises under this Agreement.

### 14. INSURANCE

Port, at its sole cost and expense, shall carry at all times while this Agreement is in effect Commercial General Liability Insurance covering bodily injury and property damage liability in an amount not less than Two Million and No/100 Dollars (\$2,000,000.00) in any one occurrence and in the aggregate. The Library shall be named as an additional insured (with additional insured endorsement acceptable to Library) on such policy and Port shall furnish to Library an insurance certificate, in a form acceptable to Library, for the insurance required to be provided by Port hereunder. Port shall also be responsible for insuring the Fiber Optic System.

### 15. GOVERNING LAW AND CONSENT TO EXCLUSIVE JURISDICTION.

This Agreement shall be construed in accordance with and governed by the laws of the State of Washington, without regard to conflict of laws principles. For the purpose of any suit, action or proceeding arising out of or relating to this Agreement, each of Port and Library hereby irrevocably consents and submits to the jurisdiction and venue of the Clark County Superior Court and the United States District Court for the Western District of the State of Washington. Each of Port and Library irrevocably waives any objection that it may now or hereafter have to the laying of venue of any such suit, action or proceeding brought in either such court and any claim that such suit, action or proceeding brought in such court has

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Yale Valley Library District and Port of Woodland

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been brought in an inconvenient forum. In addition to any form of service of process otherwise permitted by law, service in any such action may be given by certified or registered mail, return receipt requested, and shall be deemed served upon the actual delivery thereof in such manner to the party intended to be served, which service shall be adequately established by the receipt for such delivery.

**16. WAIVER**

Waiver by either party of strict performance of any provision of this Agreement shall not be a waiver or prejudice the party's right to require strict performance of the same or any other provision in the future.

**17. SEVERABILITY**

Any provision of this Agreement which shall prove to be invalid, void or illegal in no way affects, impairs or invalidates any other provision hereof, and such other provisions shall remain in full force and effect.

**18. COMPLIANCE WITH ALL LAWS AND INDUSTRY STANDARDS**

The PORT agrees to comply in all respects with any and all federal, state, and local statutes, laws ordinances, codes, regulations, and rules in connection with the exercise of its rights and obligations under this AGREEMENT.

**19. QUIET ENJOYMENT**

Library covenants and agrees with Port that upon Port's paying the rent required under this Agreement and paying all other charges and performing all of the covenants and provisions aforesaid on Port's part to be observed and performed under this Agreement, Port shall and may, subject to the rights of the Library under this Agreement, peaceably and quietly have, hold, and enjoy the Premises during the Term in accordance with this Agreement.

**20. COSTS AND ATTORNEY FEES**

If by reason of default on the part of either party to this Agreement it becomes necessary to employ an attorney to recover any payments due hereunder or to enforce any provision of this Agreement, the prevailing party, whether such party be the successful claimant or the party who successfully defended against the claim of the other party, shall be entitled to recover reasonable attorney fees at trial and on appeal, and to be reimbursed for such costs and expenses as may have been incurred by such prevailing party.

**21. NOTICE**

Any notice or demand from or to the Parties shall be personally delivered or mailed by first class certified United States mail, return receipt requested, postage prepaid, addressed to the address set forth below or to such other address as the Parties hereto shall have last designated by notice in writing to the other Party as provided herein. Notice shall be deemed delivered on the date actually received.

Yale Community Library  
C/O: Fort Vancouver Regional Library  
2018 Grand Blvd  
Vancouver, WA 98685

Port of Woodland  
Attn: Executive Director  
1608 Guild Road  
Woodland, WA 98674

**22. INTEGRATION; COUNTERPARTS**

This Agreement, including the Exhibits referred to herein, contains the entire agreement of the parties hereto concerning the subject matter contained herein, and supersedes any prior written or oral agreements between them concerning the subject matter contained herein. There are no representations, agreements, arrangements, or understandings, oral or written, relating to the subject matter which are not fully expressed herein. This Agreement may be modified only by a writing signed by the party against whom it is sought to be enforced. This Agreement may be executed in one or more counterparts, each of which shall be an original and all of which together shall constitute one and the same agreement. Signatures to this Agreement delivered by electronic mail in portable document format ("PDF") shall be valid and effective to bind the party so signing.

**23. SURRENDER AT EXPIRATION.**

Condition of Premises. Upon expiration of the lease term, subsequent extensions of the lease, or earlier termination on account of default, Tenant shall surrender the Premises in substantially as good condition as on the commencement of the Term, with the Fiber Optic System and any other equipment and personal property of Tenant removed, reasonable wear, tear, condemnation, and damage caused by casualty excepted. Further, if the Landlord agrees to a new Lease with an ISP rather than the Port in the future, equipment and or fixtures may remain with the Landlord's approval.

**24. ATTORNMENT.**

In the event any proceedings are brought for foreclosure, or in the event of the exercise of the power of sale under any mortgage or trust deed made by Landlord covering the Premises, upon request Tenant shall attorn to the purchaser upon any such foreclosure or sale and recognize such purchaser as Landlord under this Lease.

**25. SUBORDINATION TO MORTGAGES**

This Lease, at Landlord's option, shall be subordinate to the lien of any trust deed or mortgage subsequently placed upon the Premises, and to any and all advances made on the security thereof, and to all renewals, modifications, consolidations, replacements, and extensions thereof. If requested by Landlord in writing, Tenant shall execute and deliver to Landlord a commercially reasonable subordination agreement whereby Tenant acknowledges and confirms the provisions of this Section 25.

**26. CONDEMNATION.**

If the entire Premises is condemned, or if a portion is taken which causes the remainder to be unsuited to the use permitted under this Lease, then this Lease shall terminate as of the date upon which possession of the Premises is taken by the condemning authority. All condemnation proceeds shall belong

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Yale Valley Library District and Port of Woodland  
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to Landlord, except for any award specifically made to Tenant for moving expenses or the taking of Tenant's trade fixtures and personal property.

**27. DAMAGE OR DESTRUCTION**

In case of damage or destruction of the Library Property, Landlord shall have no obligation to restore the Library Property, and, if Library elects not to restore the Library Property, Library may terminate this Lease by written notice to Port. Repair, replacement, or restoration of the Fiber Optic System and any other fixtures, equipment and personal property owned by Port shall be the responsibility of Port.

**28. LIENS**

Tenant shall pay as due all claims for work done on or for services rendered or material furnished to the Premises on account of work done by or for Tenant, and shall keep the Library Property free from any liens created by or through Tenant. If Tenant fails to pay such claim or to discharge any lien, Landlord may do so and collect such amount as additional rent. Amounts paid by Landlord hereunder shall bear interest and be repaid by Tenant as provided in Section 12. Such payment by Landlord shall not constitute a waiver of any right or remedy Landlord may have because of Tenant's default.

**29. WAIVER OF SUBROGATION**

Neither party shall be liable to the other for any loss or damage which (a) would be insured against under the terms of any property insurance required to be carried under this Lease, or (b) is insured against under the terms of any property insurance actually carried, regardless of whether it is required under this Lease, and there shall be no rights of subrogation by one party's insurance carrier against the other party arising out of any such loss or damage. Such waiver shall apply regardless of whether the claim is due to the negligence of a party or that party's agents, officers, employees or contractors.

*{Signatures and Acknowledgments on following pages}*

**LIBRARY:**

YALE VALLEY LIBRARY DISTRICT, a Washington  
Public Agency

By: 

Name: Amelia Shelley

Title: Executive Director

STATE OF WASHINGTON )  
 ) ss:  
COUNTY OF COWLITZ )

On this 28<sup>th</sup> day of OCTOBER, 2022 before me personally appeared Amelia Shelley, to me known to be the Executive Director of the Yale Valley Library District, the corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand this 28<sup>th</sup> day of OCTOBER, 2022.

NOTARY PUBLIC  
STATE OF WASHINGTON  
DAVID V GARRISON  
MY COMMISSION EXPIRES  
FEBRUARY 27, 2024  
COMMISSION # 20106996



NOTARY PUBLIC in and for the State of Washington,  
residing at CLARK

My Commission expires: 2/27/2024

**PORT:**

PORT OF WOODLAND, a municipal corporation of the State of Washington

By: *Robert Wile*  
Commissioner

By: *Paul Cline*  
Commissioner

By: *Robert D. Rich*  
Commissioner

STATE OF WASHINGTON )  
 ) ss:  
COUNTY OF COWLITZ )

On this 18<sup>th</sup> day of October, 2022 before me personally appeared Robert Wile, Paul Cline and Robert D. Rich to me known to be the Commissioners of the Port Commission of the Port of Woodland, a municipal corporation of the State of Washington, the corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand this 18<sup>th</sup> day of October, 2022.



*D. Karlsson*  
NOTARY PUBLIC in and for the State of Washington,  
residing at Cowlitz

My Commission expires: 1-6-26

**FIRST ADDENDUM OF LEASE  
BETWEEN YALE COMMUNITY LIBRARY AND THE PORT OF WOODLAND**

THIS FIRST ADDENDUM TO THE LEASE AGREEMENT (“**Agreement**”) is made by and between the YALE VALLEY LIBRARY DISTRICT, a Washington public agency (“**Library**” or “**Landlord**”), and the PORT OF WOODLAND, a municipal government entity (“**Port**” or “**Tenant**”). In this Addendum, the above entities are jointly referred to as the “**Parties**”.

**WHEREAS**, the Parties entered into a Lease Agreement dated October 6, 2023, located at 11700 Lewis River Road, Ariel, Washington 98603 (the “**Library Property**”), including the building known as the Yale Community Library (the “**Building**”) located thereon.

**WHEREAS**, the Parties wish to modify certain terms of the Lease without altering the yearly rent amount,

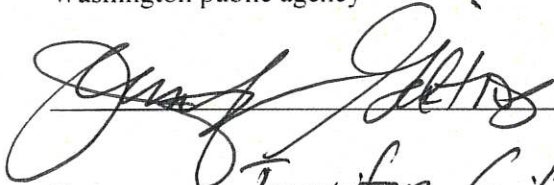
**WHEREAS**, except as specifically stated in this First Addendum, all terms, conditions and obligations shall remain as stated in original Lease including lease payment of One Dollar (\$1.00) per year, payable within ninety (90) days of the beginning of each Lease Year,

**NOWHEREFORE**, the Library and Port agree to the following.

1. As per Attachment A, Operational and Administrative Services Agreement between Library and Fort Vancouver Regional Library District (FVRL), payment for all Utilities as stated in original Lease between Parties shall be paid to FVRL annually.
2. The Library, through Attachment A with FVRL, will supply the Port with a dedicated, secure Wi-Fi network for the Port’s camera at the cost of \$100 annually, due simultaneously to the yearly Utilities payment.
3. A prorated fee in the amount of \$75 to cover April 1<sup>st</sup> to December 31<sup>st</sup>, 2026, will be due to FVRL upon execution of this Agreement.
4. All public records request regarding camera footage inside of the Premises leased by the Port shall be the responsibility of the Port.
5. The Port shall be allowed to store a generator that produces up to 3,500 watts in the Library’s storage shed (Shed) located on the Library Property.
6. Said generator shall be covered in the Commercial General Liability Insurance as stated in original Lease holding Library and Fort Vancouver Regional Library (FVRL) not liable for any damage, theft, and other losses.
7. When said generator is stored in Shed, it shall be placed on a Port supplied minimum ¼” thick, clean plywood, no smaller than the base area of the generator.
8. No spare gas or oil shall be stored in the Shed.
9. A Port supplied horseshoe lock be used for the Library and Port’s individual access to the Shed.

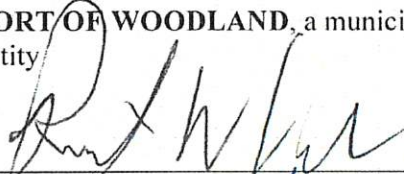
**LANDLORD:**

**YALE VALLEY LIBRARY DISTRICT, a**  
Washington public agency

  
Name: Jennifer Giltrap  
Title: Executive Director

**TENANT:**

**PORT OF WOODLAND, a municipal government**  
entity

  
Robert Wile, President

  
Robert D. Rich, Secretary

  
Patrick Canfield, Commissioner

# **Attachment A**

**AMENDED AND RESTATED INTERGOVERNMENTAL AGREEMENT  
FOR LIBRARY OPERATIONAL AND ADMINISTRATIVE SERVICES  
between  
FORT VANCOUVER REGIONAL LIBRARY DISTRICT  
and  
YALE VALLEY LIBRARY DISTRICT**

THIS Amended and Restated Intergovernmental Agreement for Library Operational and Administrative Services (this Agreement), dated April 14, 2021, between the FORT VANCOUVER REGIONAL LIBRARY DISTRICT, an intercounty rural library district (FVRL), and the YALE VALLEY LIBRARY DISTRICT, a rural partial-county library district (YVLD)

WITNESSETH:

WHEREAS, FVRL operates libraries in Clark, Skamania, and Klickitat counties and in the City of Woodland in Cowlitz County; and

WHEREAS, YVLD was created to provide library services for its residents; and

WHEREAS, pursuant to an existing Agreement for Library Services, dated October 7, 2010, between FVRL and YVLD, FVRL provides the residents of YVLD with resources and library services generally available throughout the FVRL service area, and furnishes library services to the extent deemed reasonable and equitable by the FVRL Board of Trustees in view of its regional service responsibilities; and

WHEREAS, YVLD has recently constructed and developed a new library facility in Ariel, Washington known as the Yale Valley Community Library (the Library); and

WHEREAS, FVRL and YVLD desire to update their existing agreement to include changes reflecting the addition and operation of the Library;

NOW, THEREFORE, in consideration of the mutual benefits to be derived, the parties hereto agree to amend and restate the Agreement to read as follows:

**SECTION 1. LIBRARY CARDS AND PRIVILEGES**

1.01 FVRL will issue library cards to the residents of YVLD following the same guidelines, policies and procedures as for residents of FVRL.

1.02 Holders of the FVRL library cards issued pursuant to this Agreement shall be entitled to all of the privileges of library use accorded to the residents of the FVRL service area, and such library cards may be used at any FVRL location.

**SECTION 2. LIBRARY SERVICES**

2.01 FVRL will operate the Library on behalf of YVLD. Services provided at the Library pursuant to this Agreement will be commensurate with those provided at other FVRL locations. All FVRL policies and procedures shall apply to YVLD patrons.

2.02 FVRL will supply the Library with a collection of materials to circulate to patrons including but not limited to books, DVDs, kits, audio books, electronic devices and other formats.

2.03 All materials in the Library will be part of FVRL's collection and may float to other locations as they are requested by other FVRL patrons. There is no guarantee that a specific item will be available in the Library in perpetuity. Exceptions may be made for items associated with local history.

2.04 FVRL's Collections Policy shall guide the acquisition and retention of all materials at the Library.

**SECTION 3. LIBRARY PERSONNEL AND OPERATIONAL SUPPORT SERVICES**

3.01 FVRL will provide to YVLD the operational support services for the Library as set forth in Exhibit A.

3.02 FVRL agrees to hire and maintain a workforce to staff the Library for a minimum of fifteen (15) hours per week. They will be represented by FVRL's employee unions for their respective positions.

3.03 FVRL will pay the salaries and benefits for persons employed at the Library, and they will be considered employees of FVRL and shall be supervised by FVRL.

3.04 FVRL will set a schedule for the Library employees in alignment with FVRL's other libraries and within the collective bargaining agreements of FVRL's unions.

3.05 FVRL's Personnel Manual and other terms of employment will supersede any verbal or written agreements made with Library staff by the YVLD Board or by members of the Friends of the Yale Valley Library District.

3.06 FVRL will provide regular courier deliveries to the Library twice a week. Schedule to be determined by the need and volume of materials requested.

3.07 FVRL will provide regular maintenance support to the Library through its Facilities Department and staff.

3.08 Emergency repairs, long-term maintenance expenses and damage caused by acts of vandalism, nature or unexpected incidents at the Library shall be solely covered by YVLD. FVRL shall be named as an additional insured on all YVLD insurance policies.

#### **SECTION 4. ADMINISTRATIVE SERVICES**

4.01 FVRL will provide to YVLD administrative support services, including those necessary to maintain YVLD as a rural partial-county library district, as set forth in Exhibit B.

4.02 YVLD will cause the Cowlitz County Treasurer, serving as Treasurer to YVLD, to forward all YVLD revenue (property tax, timber revenue and any other revenue) on a monthly basis to the Clark County Treasurer. The Clark County Treasurer will establish and maintain a separate fund for YVLD.

4.03 FVRL will process and pay all bills for YVLD as outlined in this agreement. FVRL may seek reimbursement for any payments made on behalf of YVLD that exceed the compensation paid by YVLD pursuant to this Agreement; provided, that all non-contractual expenses must be approved by the YVLD Board prior to reimbursement.

#### **SECTION 5. COMPENSATION**

5.01 For each calendar year that this Agreement is in effect, YVLD shall pay FVRL a fee equal to 100% of the amount levied for YVLD by Cowlitz County for collection in that year.

5.02 Each subsequent year's fee due under this Agreement will be based on the prior year's levy amount multiplied by 101%.

5.03 FVRL will provide an annual accounting to YVLD's Board in October of each year as a basis for determining whether the amount of the fee payable in that year needs to be increased or reduced as it relates to actual costs and to establish a budget for the following year.

5.04 Annual fees payable by YVLD to FVRL under this Agreement shall be paid in two approximately equal installments, each due after the property taxes are deposited by the Cowlitz County Treasurer into the YVLD fund established in the Clark County Treasurer's office, generally no later than July and December of each year.

5.05 YVLD may receive grants, donations and other revenues intended to fund and support the Library separate from the levy amounts described in this Agreement. Those funds will be paid to and held by the Clark County Treasurer, and considered to be reserved for Library expenses as determined by the YVLD Board.

#### **SECTION 6. TERM OF AGREEMENT**

6.01 This Agreement commences upon signature of all parties.

6.02 This Agreement will remain in effect until either party requests termination of the Agreement. Either party must give six (6) months' notice to the other party, in writing by certified letter, of its desire to terminate this Agreement.

#### **SECTION 7. SEVERABILITY AND CONTINUANCE**

7.01 The provisions of this Agreement are declared to be separate and severable. The invalidity of any section or other portion of this Agreement shall not affect the validity of the remainder of the Agreement. Further, this Agreement shall be construed and applied as a continuation of the provisions of the Agreement, if amended, insofar as applicable, and the repeal of any part of the Agreement shall not be construed as affecting such continuous application.

#### **SECTION 8. INDEMNIFICATION**

8.01 To the extent permitted by law, YVLD shall indemnify and hold harmless FVRL and its officers, directors, trustees, agents and employees from any and all demands, claims, causes of action, losses, damages, liabilities, obligations, remedies, penalties, costs and expenses (including, without limitation, reasonable attorneys' fees) arising out of, pertaining to or in connection with (i) any acts or omissions of YVLD, its successors, assigns or agents subsequent to the date of this Agreement with respect to or in relation to the Library or any of the improvements, equipment or furnishings therein or any of the services provided pursuant to this Agreement, (ii) YVLD's breach of any representation or warranty made herein and (iii) any failure by YVLD to comply with any and all federal, state and local laws, rules and regulations that govern or pertain to YVLD and/or any of its activities, actions, duties and responsibilities.

8.02 To the extent permitted by law, FVRL shall indemnify and hold harmless YVLD and its officers, directors, trustees, agents and employees from any and all demands, claims, causes of action, losses, damages, liabilities, obligations, remedies, penalties, costs and expenses (including, without limitation, reasonable attorneys' fees) arising out of, pertaining to or in connection with (i) any acts or omissions of FVRL, its successors, assigns or agents subsequent to the date of this Agreement with respect to or in relation to the Library Facility or any of the improvements, equipment or furnishings therein or any of the services provided pursuant to this Agreement, (ii) FVRL's breach of any representation or warranty made herein; and (iii) any failure by FVRL to comply with any and all federal, state and local laws, rules and regulations that govern or pertain to FVRL and/or any of its activities, actions, duties and responsibilities.

#### **SECTION 9. WASHINGTON LAW**

9.01 This Agreement shall be governed by and construed under the laws of the State of Washington. Both parties agree that any judicial dispute shall be brought in Clark County Superior Court of the State of Washington.

FORT VANCOUVER REGIONAL  
LIBRARY DISTRICT

*Amelia Shelley*  
Amelia Shelley (Apr 14, 2021 10:00 PDT)

EXECUTIVE DIRECTOR

Apr 14, 2021

DATE

YALE VALLEY LIBRARY  
DISTRICT

*Eric Reese*  
Eric Reese (May 5, 2021 06:01 PDT)

BOARD CHAIR

May 5, 2021

DATE

# Yale Valley Community Library

## Board Operations Report | March 2026

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### Community Programs

**Prepare with Pedro: March 9th** In partnership with the American Red Cross, our *Prepare with Pedro* program brought fire safety education to life for our youngest community members. Children learned valuable skills focused on wildfire prevention and emergency preparedness.

**Creature Teachers: April 7th** Our most recent program, *Creature Teachers*, was a hit! Held on April 7th, the event drew **19 enthusiastic attendees** who got up close and personal with snakes, spiders, and reptiles. The energy and excitement in the room were contagious, and the feedback was overwhelmingly positive.

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**March 2026 At a Glance:** Library visitors and checkouts saw meaningful **year-over-year growth**.

	March 2026	March 2025	Change
Library Visitors	857	793	▲ +64
Total Checkouts	538	462	▲ +76

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**Community Reads: Tilt by Emma Patte**, pick up your copy and attend an author talk

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