



## Agenda for Regular Public Meeting

**Date:** April 10, 2025

**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: March 5, 2025                             |             |
| 5. Financial Report  | INFORMATION |
| a. February 2025   |             |
| b. March 2025  |             |
| 6. Board of Trustee Recommendations - 2 Seats                  | ACTION      |
| 7. Facilities and Capital Outlay Update                        | ACTION      |
| 8. Branch Manager Report: Jennifer Hauan/Lesley Miller         | INFORMATION |
| 9. Public Comments   |             |
| 10. Board Comments   |             |
| 11. Adjournment – Next Regular Meeting June 12, 2025 at 3 p.m. |             |

# Yale Valley Library District

---

Regular Meeting

March 5, 2025

3pm

Yale Valley Library

Trustees Present: Cynthia McAllister, Julie Starr and Kathi Wheeler

FVRL: Jennifer Giltrop; Dave Josephson and Lesley Miller

Members of the Public: Alesya Demenko and Rob Starr

1. The meeting was called to order by Vice Chair, Cynthia McAllister at 3:02pm.
2. The agenda was approved with a correction Sec. 6, line 3, change my to may. Wheeler/Starr The motion was approved by all trustees present.
3. Dave Josephson was introduced by Jennifer Giltrop as the new Facilities and Fleet Manager. He has been with FVRL for 12 Years. The board welcomed Dave. Cynthia announced that 4 people are interested in the two open positions on the board. Alesya Demenko, who is present at this meeting, is one of them. In July, there will be a third position as Kathi Wheeler's term will be up.
4. **Consent Agenda**
  - a. November 14, 2024 regular meeting. A motion was made to approve these minutes. Starr/Wheeler The motion was approved by all trustees present.
5. **Financial Report**
  - a. October, November and December 2024: Jennifer Giltrop gave the financial report. For October, 2024, YVLD had \$40,141.00 in revenue. Expenses were \$7,674.00. For October, 2024 our non-capital and capital reserves are \$426,240.00. For November, 2024, YVLD had \$35,156.00 in revenue. Expenses were the Professional Services for FVRL, \$72,500.00. For November, 2024, our non-capital and capital reserves are \$388,896.00. For December, 2024, YVLD had revenue of \$27,212.00. Expenses for the month of \$30,662.00 to MacGhee Well Drilling. Ending the year of 2024 our non-capital and capital reserves total \$385,446.00.
  - b. Beginning the year of 2025, property tax revenues will see a 1% increase plus any new construction and the expectation is that will be about \$2,600 more than actual property tax revenue in 2024. Revenue for January, 2025 was \$2,682.00. For the month of January 2025, non-capital and capital reserves were \$388,129.00. The board feels our finances are in good order.
6. **Well Project Report** Dave Josephson gave the final report from Jay McCuistion, retiring FVRL Facilities Manager. The well was begun on 10/23/24 and drilling finished on 10/24/24. The well is 202 ft in depth and was flow tested on 10/29/24 and the GPM was 12-13 after 2 hours of testing. The water samples were submitted to ALS for analysis. The well log, test flow and water samples were then submitted to Cowlitz County Health Department on 12/2/24. The CCHD

samples were then submitted to Cowlitz County Health Department on 12/2/24. The CCHD approved the water system to be adequate on 02/06/25. The facilities team built and installed a 6x8 ft shed to house the electrical, pressure tank and shut off valves for the well. They dug trenches for the power to the well and for water lines running from the well to the pump house and connection to the library. Kaski Electric line bored the power to the pump house and installed a 60 amp subpanel, wall heater, lights and electrical outlets. MacGhee Well Drillers installed the pressure tank and connected the water lines. Shut off valves for the tank and the library are labeled on the south wall of the pump house. Kathi Wheeler brought up that she was concerned about the fake rock over the well head. It can be moved or pulled up very easily. The board and Dave decided facilities would come up with some ideas to protect the well head and at the next meeting discuss them.

7. **Parking Lot Asphalt Project Quotes** Dave Josephson gave the report from Jay McCuiston, retiring Facilities Manager. Jay received 3 quotes for driveway and parking lot paving and striping. The quotes include the grading, compaction, placement of 3" asphalt, and the parking stall striping and handicap markings. These quotes include Prevailing Wage. Jay and Dave's recommendation is 360 Dirt Works in Battle Ground, WA. The submitted the lowest bid of the three contractors. The total bid is \$50,181.25. There was discussion about operation of the library during the work which would take 1-2 days. It was decided the library would close and give ample notice ahead of time. A motion to accept the bid from 360 Dirt Works to grade, asphalt, stall striping and handicap marking be accepted. Starr/Wheeler The motion was approved by all trustees present.
8. **Public Use & Tabling Map** Jennifer Giltrop discussed the Special Use of Library Facilities and Grounds Policy. This policy restricts sales and solicitation activities and imposes reasonable time, place and manner restrictions on signature gathering, political activities and election materials and activities or expressions of free speech in accordance with WA State law and to the extent necessary to prevent unreasonable interference with patrons' enjoyment of the library. A map was included of the library to show approved areas. An area outside the Yale Library door to the left would provide space for a table and information. It would not interfere with the Handicapped Parking which is on the right. For further definitions of the Grounds and Facilities Policy, please consult the Policy Manual.
9. **Branch Manager Report** Lesley Miller presented the regular report for the Yale Valley Library. Library user numbers are climbing. Over a period this winter, over 1000 patrons used the library. Yale School students came to the library for their usual visit to make moving hearts. The monthly book discussion has begun and 8 readers attended. The next discussion is March 20. Readers are asked to bring and discuss a favorite book or one they are reading at the moment. As a craft, project, kids came to the library and created Painted Forks. March 13, 2025, 11:00-12:00 will be a discussion of the History of Women's Clubs. Jennifer Huaun was not present to give the report from the Woodland Library. Jennifer Giltrop passed out the News and Events booklet for FVRL.
10. **Citizen Comments** Alesya Demenko asked if during the summer months, the library could have extended hours. The trustees will discuss it at a future meeting.

11. **Board Comments** Kathi Wheeler ask if FVRL receives any Federal Funding. Jennifer Giltrop said they do not.
12. A motion was made to adjourn the meeting at 3:54pm. Starr/Wheeler The motion was approved by all trustees present.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kathi Wheeler". The signature is written in black ink and is positioned above a horizontal line.

Kathi Wheeler, YVLD Secretary

# Yale Valley Library District

For the Month Ending February 28th, 2025 (With Year-to-Date Totals)

## Statement of Cash

January 1, 2025 Beginning Cash Balance	\$	385,447
Year-to-date Revenue Received		4,271
Year-to-date Expenditures		-
Cash Balance February 28th, 2025	\$	<b>389,718</b>

# Yale Valley Library District

*For the Month Ending February 28th, 2025 (With Year-to-Date Totals)*

## Schedule of Reserves

<b>Non Capital Reserve Beginning Balance January 1, 2025</b>	\$	258,966
Property Tax Collections (Revenue)		1,593
<b>Non Capital Reserve Ending Balance February 28th, 2025</b>	<b>\$</b>	<b>260,559</b>
<b>Capital Reserve Beginning Balance January 1, 2025</b>	\$	126,481
Intergovernmental, Grants and Contracts (Revenue)		8
Miscellaneous (Revenue)		2,671
Capital Out lay (Expenses)		-
<b>Capital Reserve Ending Balance February 28th, 2025</b>	<b>\$</b>	<b>129,159</b>
<b>Total Non Capital and Capital Reserves</b>	<b>\$</b>	<b>389,718</b>

# Yale Valley Library District

For the Month Ending February 28th, 2025 (With Year-to-Date Totals)

## Revenue

Description	2025 Budget (Adopted 11/2024)	February	Year-to-Date Totals thru February 2025	Year -to - Date Annual Budget Percent
<b>Property Taxes</b>				
311.10 Property Tax Collections - Yale Valley District	\$ 135,000	\$ 271	\$ 1,593	1.18%
<b>Total Property Taxes</b>	<b>135,000</b>	<b>271</b>	<b>1,593</b>	<b>1.18%</b>
<b>Other Taxes</b>				
317.2 Leasehold Excise Tax	-	-	-	0.00%
<b>Total Other Taxes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
335.02 DNR - Timber Revenue	37,000	7	7	0.02%
361.02 DNR - Other Revenue	600	1	1	0.10%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>37,600</b>	<b>8</b>	<b>8</b>	<b>0.02%</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	5,000	1,310	2,671	53.42%
<b>Total Miscellaneous</b>	<b>5,000</b>	<b>1,310</b>	<b>2,671</b>	<b>53.42%</b>
<b>Total Revenue:</b>	<b>\$ 177,600</b>	<b>\$ 1,589</b>	<b>\$ 4,271</b>	<b>2.41%</b>
Transfer from Reserves	\$ 42,400	\$ -	\$ -	0.00%
<b>Total Revenue and Reserves</b>	<b>\$ 220,000</b>	<b>\$ 1,589</b>	<b>\$ 4,271</b>	<b>1.94%</b>

## Expenses

Description	2025 Budget (Adopted 11/2024)	February	Year-to-Date Totals thru February 2025	Year to Date Annual Budget Percentage
<b>Other Services / Charges</b>				
572.41 Professional Services	\$ 150,000		\$ -	0.00%
572.62 Capital Outlay	70,000		\$ -	0.00%
<b>Grand Total Expense:</b>	<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>

Net Cash Activity	\$ 4,271
Jan. 1, 2025 Cash with County Treasurer	\$ 385,447
<b>Ending Cash February 28th, 2025</b>	<b>\$ 389,718</b>

# Yale Valley Library District

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

## Statement of Cash

January 1, 2025 Beginning Cash Balance	\$	385,447
Year-to-date Revenue Received		6,023
Year-to-date Expenditures		-
Cash Balance March 31st, 2025	\$	<b>391,470</b>

# Yale Valley Library District

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

## Schedule of Reserves

<b>Non Capital Reserve Beginning Balance January 1, 2025</b>	\$	258,966
Property Tax Collections (Revenue)		1,981
<b>Non Capital Reserve Ending Balance March 31st, 2025</b>	<b>\$</b>	<b>260,947</b>
<b>Capital Reserve Beginning Balance January 1, 2025</b>	\$	126,481
Intergovernmental, Grants and Contracts (Revenue)		12
Miscellaneous (Revenue)		4,030
Capital Out lay (Expenses)		-
<b>Capital Reserve Ending Balance March 31st, 2025</b>	<b>\$</b>	<b>130,523</b>
<b>Total Non Capital and Capital Reserves</b>	<b>\$</b>	<b>391,470</b>

# Yale Valley Library District

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

## Revenue

Description	2025 Budget (Adopted 11/2024)	March	Year-to-Date Totals thru March 2025	Year -to - Date Annual Budget Percent
<b>Property Taxes</b>				
311.10 Property Tax Collections - Yale Valley District	\$ 135,000	\$ 388	\$ 1,981	1.47%
<b>Total Property Taxes</b>	<b>135,000</b>	<b>388</b>	<b>1,981</b>	<b>1.47%</b>
<b>Other Taxes</b>				
317.2 Leasehold Excise Tax	-	-	-	0.00%
<b>Total Other Taxes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
335.02 DNR - Timber Revenue	37,000	4	11	0.03%
361.02 DNR - Other Revenue	600	-	1	0.10%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>37,600</b>	<b>4</b>	<b>12</b>	<b>0.03%</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	5,000	1,360	4,030	80.61%
<b>Total Miscellaneous</b>	<b>5,000</b>	<b>1,360</b>	<b>4,030</b>	<b>80.61%</b>
<b>Total Revenue:</b>	<b>\$ 177,600</b>	<b>\$ 1,752</b>	<b>\$ 6,023</b>	<b>3.39%</b>
Transfer from Reserves	\$ 42,400	\$ -	\$ -	0.00%
<b>Total Revenue and Reserves</b>	<b>\$ 220,000</b>	<b>\$ 1,752</b>	<b>\$ 6,023</b>	<b>2.74%</b>

## Expenses

Description	2025 Budget (Adopted 11/2024)	March	Year-to-Date Totals thru March 2025	Year to Date Annual Budget Percentage
<b>Other Services / Charges</b>				
572.41 Professional Services	\$ 150,000		\$ -	0.00%
572.62 Capital Outlay	70,000		\$ -	0.00%
<b>Grand Total Expense:</b>	<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>

Net Cash Activity	\$ 6,023
Jan. 1, 2025 Cash with County Treasurer	\$ 385,447
<b>Ending Cash March 31st, 2025</b>	<b>\$ 391,470</b>

Name	Length of residency in county	Occupation	Why are you interested in this position/opportunity?
Eric Reese	54 years	Hydro Operator	I have served on this board before, and understand that there are couple of vacancies that need to be filled
Charlotte "Lottie" Stoll-Smith	27 years	Cybersecurity Engineer	I believe strongly in the importance of equitable access to knowledge. Libraries serve a vital purpose in connecting individuals and communities with ideas, resources, information, knowledge and understandings that they otherwise may not have access to. Since we are in such a rural area, exposure to different perspectives is more limited and access to resources which a library provides is even more crucial. Having this library is a tremendous resource for building a stronger community. Growing up in this community, I have seen the work that so many people have put in to ensure that this library not only exist but be a sustainable resource and I am interested in helping in that effort. My experience and knowledge gained through my education (B.A. Comparative Ethnic Studies, M.S. IT Management), work as an artist and educator, and career in cybersecurity give me unique perspectives that I would like to bring to this space. Thank you for your consideration. Lottie Stoll-Smith
Mara Reese	22 years	Artist	I love our local library and want to see it continue to flourish.
Emelda Ochoa	1 year 4 months	Retired Accountant	I am eager to contribute my time and expertise to help further the impact of the Yale Valley Library within the community. I have always had a passion for reading and fond memories of checking out books from the library, as well as utilizing library facilities during college and early in my career.



**FVRLibraries**  
FORT VANCOUVER REGIONAL LIBRARIES

Page 1/1  
Invoice 1255  
Date 3/7/2025

**Bill To:** YALE VALLEY LIBRARY DISTRICT  
PO BOX 434  
ARIEL WA 98603

**Remit To:** Fort Vancouver Regional Library District  
2018 Grand Blvd  
Vancouver, WA 98661

Please return a copy of this invoice with payment.

Purchase Order No.	Customer ID		Payment Terms		
	YALE0001				
Qty		Description		Unit Price	Ext. Price
1		YALE WELL PROJECT HOME DEPOT RETURN		(\$22.76)	(\$22.76)
1		YALE WELL PROJECT HOME DEPOT		\$47.85	\$47.85
1		YALE WELL PROJECT HOME DEPOT		\$59.88	\$59.88
1		YALE WELL PROJECT HOME DEPOT		\$114.96	\$114.96
1		YALE WELL PROJECT HOME DEPOT		\$6.09	\$6.09
1		YALE WELL PROJECT HOME DEPOT		\$30.41	\$30.41
1		YALE WELL PROJECT HOME DEPOT		\$39.51	\$39.51
1		YALE WEL PROJECT HOME DEPOT		\$87.25	\$87.25
1		YALE WELL PROJECT HOME DEPOT		\$1,798.19	\$1,798.19
1		YALE WELL PROJECT SHUR-WAY		\$54.25	\$54.25
1		YALE WELL PROJECT PFEIFERS MOBILE CONCRETE		\$441.60	\$441.60
1		YALE WELL PROJECT DALE MCGHEE & SONS		\$3,855.19	\$3,855.19

<b>Subtotal</b>	\$6,512.42
<b>Tax</b>	\$0.00
<b>Total</b>	\$6,512.42