



Agenda for Regular Public Meeting

Date: June 11, 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: April 9, 2026 | |
| b. Invoice for contract services: January – June 2026 | |
| 5. Financial Report | INFORMATION |
| a. March 2026, April 2026 | |
| 6. Potential Sale of Library Property: Update from the April 23 Woodland School Board Meeting | INFORMATION |
| 7. Election of Board Officers (Chair, Vice-Chair, Secretary, Treasurer) | ACTION |
| 8. Branch Manager Report: Angela Duncan | INFORMATION |
| 9. Public Comments | |
| 10. Board Comments | |
| 11. Adjournment – Next Regular Meeting Thursday, August 13, 2026 at 3 p.m. | |

Yale Valley Library District

Regular Meeting

April 9, 2026

Yale Valley Community Library

Trustees Present: Julia Starr, Emelda Ochoa, Lottie Stoll-Smith

Absent: Cynthia McAllister, Alyssa Demenko

FVRL: Jennifer Giltrop, Angela Duncan

Members of the Public: Rob Starr

1. The meeting was called to order by Julia Starr at 3:03 pm.
2. Agenda approval – Emelda Ochoa moved to approve the agenda. Julia Starr seconded. The motion was approved with 3 out of 5 votes.
3. Starr welcomed everyone, and Jennifer Giltrop introduced the new Yale Valley Library Branch Manager, Angela Duncan. Duncan replaced Lesley Miller and also manages the Woodland Community Library.
4. Consent Agenda
 - a. February 12, 2026, Minutes. Ochoa made a motion to approve the minutes. Starr seconded. The motion was approved with 3 out of 5 votes.
5. Financial Report - Two months of financials; January and February 2026 were included for the board's review. Giltrop focused her oral report on the most current month's financials, February 2026.

Tax Revenue for February 2026 was \$226. There was no Timber Revenue for February. Miscellaneous income was \$1,211. Total income for February was \$1,437. There were no Expenditures for February. Ending February 28, 2026, Total non-Capital reserves were \$248,091. Capital Reserves were \$123,788.

Giltrop noticed some areas on the building exterior where paint was coming off. She put in a facilities request for the repainting.

Stoll-Smith made a motion to approve receiving and filing the January and February 2026 financial statements. Starr seconded. The motion was approved with 3 out of 5 votes.

6. New Open Hours effective June 1, 2026. Based on recent survey results, evenings and weekends were requested. Yale Library's new schedule will be Tuesdays, 10 am – 1:30 pm, Thursdays, 10 am -1 pm & 1:30 pm – 6:30 pm, and Saturdays 10 am – 1:30 pm.
7. The Port of Woodland (POW) agreement and addendum was updated to include storage of a 3,500-watt generator. Additionally, FVRL will provide a dedicated, secure Wi-Fi network for POW's camera, with a fee of \$100 annually for this service. The 2026 fee will be \$75, prorated April – December.
8. Branch Manager Report – Duncan highlighted the “Community Reads” upcoming event, *Tilt* by Emma Patte where the author will be in person at a few libraries to talk about her book. The Board was provided a copy of the book. Additionally, a couple of past events, “Prepare with Pedro” on March 9th, a partnership with the American Red Cross which focused on wildfire prevention and emergency preparedness for our youngest community members. Also, Creature Teachers on April 7th, which was a hit, drawing 19 enthusiastic attendees, getting up and personal with snakes, spiders and reptiles. Duncan also noted year-over-year increased library visitors (+64) and checkouts (+76), March 2026 vs March 2025.
9. Public comments – None
10. Board comments – Ochoa asked for a volunteer to take the meeting minutes at the next meeting in June, Stoll-Smith volunteered.
11. Ochoa made a motion to adjourn the meeting. Starr seconded and the meeting was adjourned at 3:31 p.m. The motion was approved by all trustees present. The next regular meeting will be June 11, 2026, at 3pm.

Respectively submitted,

Emelda Ochoa, Secretary YVLD Board of Trustees



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

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Invoice 1404
Date 6/1/2026

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 CONTRACT JAN-JUN			\$80,000.00	\$80,000.00

Subtotal	\$80,000.00
Tax	\$0.00
Total	\$80,000.00

Yale Valley Library District

2026 Adopted Budget

Revenue

<u>Description</u>	2025 Projected - Actual FVRL	Budget 2025	Proposed Budget 2026
Property Taxes			
001 311.10 Property Tax Collections - Yale Valley District	\$ 135,630	\$ 135,000	\$ 137,700
Total Property Taxes	135,630	\$ 135,000	\$ 137,700
Intergovernmental, Grants & Contracts			
035 335.02 DNR - Timber Revenue	30,000	\$ 37,000	\$ 30,000
040 335.02 DNR - Other Revenue	100	\$ 600	\$ 100
Total Intergovernmental, Grants & Contracts	30,100	\$ 37,600	\$ 30,100
Miscellaneous			
095 361.11 Investment Interest	15,500	\$ 5,000	\$ 15,500
367-10 Non-Governmental Contributions	-	\$ -	\$ -
Total Miscellaneous	15,500	\$ 5,000	\$ 15,500
Total Revenue:	\$ 181,230	\$ 177,600	\$ 183,300
Transfer from Reserves	\$ 30,770	\$ 42,400	\$ -
Total Revenue and Reserves	\$ 212,000	\$ 220,000	\$ 183,300

Expenses

572.41 Professional services - FVRL	\$ 150,000	\$ 150,000	\$ 160,000
572.41 Professional Services - Other	-	-	-
572.62 Capital Outlay	62,000	70,000	20,000
Grand Total Expense:	\$ 212,000	220,000	180,000

Yale Valley Library District

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

Statement of Cash

January 1, 2026 Beginning Cash Balance	\$	367,818
Year-to-date Revenue Received		9,433
Year-to-date Expenditures		-
Cash Balance March 31, 2026	\$	<u>377,251</u>

Yale Valley Library District

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

Schedule of Reserves

Non Capital Reserve Beginning Balance January 1, 2026	\$	246,615
Property Tax Collections (Revenue)		5,530
Professional Expenses (Expenses)		-
Non Capital Reserve Ending Balance March 31, 2026	\$	<u>252,145</u>
Capital Reserve Beginning Balance January 1, 2026	\$	121,203
Intergovernmental, Grants and Contracts (Revenue)		84
Miscellaneous (Revenue)		3,819
Capital Out lay (Expenses)		-
Capital Reserve Ending Balance March 31, 2026	\$	<u>125,106</u>
Total Reserves	\$	<u><u>377,251</u></u>

Yale Valley Library District

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

Revenue

Description	2026 Budget	March	Year-to-Date Totals thru Mar 2026	Year -to - Date Annual Budget Percentage
Property Taxes				
Cash Balance March 31, 2026	\$ 143,154	\$ 4,054	\$ 5,530	3.86%
Total Property Taxes	143,154	4,054	5,530	3.86%
Intergovernmental, Grants & Contracts				
DNR - Timber Revenue	30,000	-	-	0.00%
DNR - Other Revenue	100	5	84	83.91%
Total Intergovernmental, Grants & Contracts	30,100	5	84	0.28%
Miscellaneous				
Investment Interest	15,500	1,313	3,819	24.64%
Total Miscellaneous	15,500	1,313	3,819	24.64%
Total Revenue:	\$ 188,754	\$ 5,372	\$ 9,433	5.00%
Transfer from Reserves	\$ -	\$ -	\$ -	0.00%
Total Revenue and Reserves	\$ 188,754	\$ 5,372	\$ 9,433	5.00%

Expenses

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

Net Cash Activity	\$ 9,433
Jan. 1, 2026 Cash with County Treasurer	\$ 367,818
Ending Cash March 31, 2026	\$ 377,251

Yale Valley Library District

For the Month Ending April 30, 2026 (With Year-to-Date Totals)

Statement of Cash

January 1, 2026 Beginning Cash Balance	\$ 367,818
Year-to-date Revenue Received	\$ 22,667
Year-to-date Expenditures	\$ -
Cash Balance April 30, 2026	<u>\$ 390,485</u>

Yale Valley Library District

For the Month Ending April 30, 2026 (With Year-to-Date Totals)

Schedule of Reserves

Non Capital Reserve Beginning Balance January 1, 2026	\$	246,615
Property Tax Collections (Revenue)		17,456
Professional Expenses (Expenses)		-
Non Capital Reserve Ending Balance April 30, 2026	\$	<u>264,071</u>
Capital Reserve Beginning Balance January 1, 2026	\$	121,203
Intergovernmental, Grants and Contracts (Revenue)		94
Miscellaneous (Revenue)		5,117
Capital Out lay (Expenses)		-
Capital Reserve Ending Balance April 30, 2026	\$	<u>126,414</u>
Total Reserves	\$	<u><u>390,485</u></u>

Yale Valley Library District

For the Month Ending April 30, 2026 (With Year-to-Date Totals)

Revenue

<u>Description</u>	<u>2026 Budget</u>	<u>April</u>	<u>Year-to-Date Totals thru Apr 2026</u>	<u>Year -to - Date Annual Budget Percentage</u>
Property Taxes				
Cash Balance April 30, 2026	\$ 143,154	11,926	\$ 17,456	12.19%
Total Property Taxes	143,154	11,926	17,456	12.19%
Intergovernmental, Grants & Contracts				
DNR - Timber Revenue	30,000		-	0.00%
DNR - Other Revenue	100	10	94	93.79%
Total Intergovernmental, Grants & Contracts	30,100	10	94	0.31%
Miscellaneous				
Investment Interest	15,500	1,298	5,117	33.01%
Total Miscellaneous	15,500	1,298	5,117	33.01%
Total Revenue:	\$ 188,754	\$ 13,234	\$ 22,667	12.01%
Transfer from Reserves	\$ -	\$ -	\$ -	0.00%
Total Revenue and Reserves	\$ 188,754	\$ 13,234	\$ 22,667	12.01%

Expenses

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

Net Cash Activity	\$ 22,667
Jan. 1, 2026 Cash with County Treasurer	\$ 367,818
Ending Cash April 30, 2026	\$ 390,485

**Yale Valley Library District
Election of Officers**

To: Yale Valley Library District Board of Trustees

Date: June 11, 2026

Subject: Election of Officers

Summary:

Per Article III of the Yale Valley Library Board of Trustees Bylaws, the Board's officers shall be a Chair, a Vice-Chair, a Secretary and a Treasurer elected from among the appointed trustees at its regular June meeting.

Key Points

Terms: Officers shall serve a term of one year, from July through June following their election.

Duties: The Chair shall preside at all meetings of the Board; authorize special meetings; appoint committees; execute authorized documents; and perform all other duties associated with that office. The Chair shall act as spokesperson for the Board and act as its representative with other organizations and activities unless another representative shall otherwise be authorized by the Board; provided however the Chair may delegate to any Trustee these duties and such person shall make no statements that will obligate or commit the District except pursuant to prior authorization of the Board.

The Vice-Chair, in the event of the Chair's absence or inability to act, shall assume the Chair's duties.

The Secretary shall insure that a true and accurate record is maintained of all meetings of the Board, and in the absence of the Chair and Vice-Chair, shall preside at a meeting of the Board.

The Treasurer shall review monthly invoices and operating expenses and shall advise the Board on payment of these invoices.

Vacancies: Any vacancy occurring in any elected office shall be filled at the next regular meeting of the Board.

Yale Valley Community Library

Board Operations Report | April - May 2026

Community Outreach

The branch participated in a seasonal market hosted by the Cougar Artisans and Farmers Collaborative. The Branch Manager represented the library at a booth, engaging with more than 100 community members and connecting residents with library resources, services, and upcoming programs.

Community Engagement

The branch welcomed its final school visit of the academic year, hosting 48 students from Yale Elementary School. During the visit, students participated in a Science, Technology, Engineering, and Mathematics (STEM) themed scavenger hunt designed to make the library experience interactive.

In keeping with the science and technology theme, the branch hosted the local Girl Scout troop, providing members with hands-on experience using STEM kits.

Summer Reading Event

Yale Valley Library's kick-off event for the Summer Reading program will feature the one and only Reptile Man on June 9th. As this report is being written, the event has not yet taken place; however, by the time of the Board Meeting, the Branch Manager will have a full report on the event, including attendance figures.

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

	April/May 2026	April/May 2025	Actual Change	Percentage Change
Library Visitors	2,504	1,732	▲ +772	▲ +44.6%
Total Checkouts	892	808	▲ +84	▲ +10.4%