



Board of Trustees Meeting Minutes

June 15, 2026 – 6:00 PM Regular Meeting
Ridgefield Community Library
210 N Main Ave, Ridgefield, WA
Allene Wodage Community Room
Hybrid/In-Person

Megan Dugan, *Chair*, City of Vancouver
Marie Coffey, *Vice Chair/Secretary*, 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: Marie Coffey, Megan Dugan, Olga Hodges (remote), Irina Kakorina, Kristy Morgan

Absent:

Present Staff: Jennifer Giltrop, Executive Director; Catrina Galicz, Finance Director; Andrea Scherer, Human Resources Director; Alicia Gomori, Deputy Director; Miranda Holtmann, Executive Assistant; Lucien Kress, IT Director; Jason Reetz, Facilities and Fleet Director; Brett Auger, Strategic Initiatives and Public Records Officer; Sean McGill, Branch Manager, Ridgefield Community Library

Remote Access: <https://us06web.zoom.us/j/86539660767> • Meeting ID: 865 3966 0767 • Passcode: 620506

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 Morgan seconded. Motion approved with 4 out of 5 votes.
3. **CHAIR ANNOUNCEMENTS** – the Chair had no announcements.
4. **PUBLIC COMMENTS** – At 6:01 p.m. public comments began with the following speakers;
 - Quill Onstead of Portland made a public comment about drag queen story hour.
 - Jake Ausmus of Clark County made a public comment about a WPEA ULP filing and temporary workers.
 - Rachel Ernst of Vancouver made a public comment about budget items and AI policy.
 - Paula Sherrin of Yacolt made a public comment about new trustees.
 - Nerissa Eckerson of Clark County made a public comment about the WPEA.
 - Margo Logan of Portland made a public comment about celebrating America's semiquincentennial.
 - Randy Schmidt of Clark County made a public comment about drag queen story hour.
 - Gary Wilson of Clark County made a public comment about library services.
 - Marla Koch of Vancouver made a public comment about equity vs. fairness.
5. **APPROVAL OF CONSENT AGENDA ITEMS**– At 6:19 p.m. Trustee Coffey made a motion to approve the Consent Agenda. Trustee Morgan seconded. Motion approved with 5 out of 5 votes.
6. **REPORTS**
 - 6.1. **FINANCIAL STATEMENTS AND HIGHLIGHTS** – At 6:20 p.m. Catrina Galicz presented the Financial Statements for the month ending April 30, 2026.

Statement of Cash: The cash balance at the end of April 2026 was just under \$35M, an increase over the beginning of the year of just over \$16M. The 90 day cash on hand target is being met.

Statement of Revenue: In April \$22.5M in property taxes came in, the realization of the levy lid lift. 53% of the annual budget expectation from Clark County was received. The rest of the counties' percents are lower due to the timing of how funds move through Clark County treasurer system to FVRL. Those funds should be realized in the May financials. Investment interest is expected to pick up in the second and third quarter of 2026, especially with the boost of funds from the property tax revenue. E-rate revenues show 0% of annual budget as those funds are expected in the third quarter of 2026.

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Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



Statement of Expenses: Overall, in April FVRL is trending under budget, though expenses are meeting expectations for the year. For example, although the personnel line item is trending under budget, that will right itself once the settlements of labor contracts and the impact of the new hours and increased hiring to support those hours are realized in the financials. Galicz took a moment to outline the many types of expenses that fall under the professional services line item. These can include accounting and audit fees, architect and engineering for various projects and professional consulting fees required to operate as a district. Galicz noted that the \$6,000 that was expended in April in the intergovernmental services line is expected to be the last charge for that expense for the levy lid lift. In Capital Outlay there are a number of building projects that the district has budgeted for; the New Washougal Library project, the Goldendale elevator, study pods in the Vancouver branch, the Operations Center needs a new roof and HVAC replacement as well as Stevenson's new windows. Many of these line items show little thus far in the annual year to date budget percentage, with the exception of machinery and equipment, but expect this to change as those projects get underway.

Trustee Morgan asked for clarification if architectural fees for new buildings go in capital outlay or if those are under professional services. Galicz responded that they go under capital outlay. Trustee Coffey asked for clarification of the \$20,000 budgeted for Yale in capital outlay. Galicz noted that line item is a place holder should Yale Valley Library District decide to do any capital projects, those funds are reimbursed dollar for dollar. Yale doesn't have any capital outlay plans at this time.

RECEIVE AND FILE MARCH FINANCIAL STATEMENTS – At 6:27 p.m. Trustee Morgan made a motion to approve receiving and filing the March financial statements. Trustee Coffey seconded. Motion approved with 5 out of 5 votes.

- 6.2. ORGANIZATIONAL REPORT** – At 6:27 p.m. Jennifer Giltrop and Alicia Gomori were given the floor to provide the organizational report. Giltrop provided an update on the two vacancies on the board. Clark County, the last county to vote on those vacancies, is expected to vote the following day so it is expected that those board member will begin their duties. Giltrop also commended Branch Manager of the Ridgefield Community Library, Sean McGill, for his 30 years of service to FVRL. Giltrop announced that Julian Mendez, former Communications and Marketing Director, left the district for another position and introduced the new Communications and Marketing Director, Sophie Ventura.

Giltrop introduced the format for the Organizational report, which directly ties the work reported to the new strategic plan adopted at the beginning of the year. This new format intends to connect the day-to-day operations with the larger vision of the organization. Giltrop and Gomori provided the following highlights from the organizational report:

- **Summer Reading** is underway.
- **Expanded Hours** started on June 1 reducing barriers to access for the community. One branch in every county is open on a Sunday. **White Salmon Valley Community Library** had 87 people walk through their doors on the first day of Sunday hours.
- FVRL has seen a 14% growth in digital percentage of checkouts between May 2022 and May 2026 and 65% of checkouts are digital. Though digital use of the collection is trending upward, when looking at collection budget, FVRL has to balance the digital with the physical as a district that services rural areas that don't have strong broadband connections.

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- The **Clark County Bookmobile** that was promised in the levy lid lift has started its summer routes. Though a larger bookmobile is expected to come in the fall, the outreach van has been outfitted to serve in this capacity until the new bookmobile arrives.
- **La Center Community Library** staff represented the library at the La Center Arts Fair in May connecting with 185 people.
- The **Vancouver Community Library** hosted a successful murder mystery program with 88 adult participants.
- The **Vancouver Community Library** deck project began work in mid-May. The fourth floor deck will be closed through the end of August as the wood decking structure is removed, work is done on the roof and the planters, and a new decking and vegetation is installed.

6.3. **BRANCH REPORT: RIDGEFIELD COMMUNITY LIBRARY** – At 6:44 P.M. Sean McGill provided an update on library activities around the Ridgefield Community Library. McGill highlighted a year of significant program growth and community engagement. New offerings since last June included Storybook Adventures, paid performers for spring break, adult line dancing, adult tabletop gaming, Teen Art Chat, and enhanced Build It! activities. Summer Reading programs exceeded expectations, with attendance outgrowing previous venues. McGill highlighted partnerships with Clark-Cowlitz Fire Rescue, the YMCA and PTA groups for expanded programming and outreach opportunities. Staff have also been engaged in outreach with local elementary and middle schools providing storytimes and STEM activities.

7. **POLICY COMMITTEE** – At 6:50 p.m. Giltrop provided background on the review of the first read of the Public Records Request Policy. Revisions to the policy were to ensure continued compliance with Washington law and current best practices. This first review provides an opportunity to clarify procedures, update terminology, align responsibilities with current practice, and reduce the potential for confusion for both staff and members of the public. The board is encouraged to provide feedback and any additional edits before the second read in which the policy revisions are proposed for adoption.

Chair Dugan provided the correction that there are instances in which the document reads “FVLR” instead of FVRL.

Trustee Coffey asked a question regarding the amount of staff time and effort that goes into filling public records requests. Giltrop noted that some requests are short and simple to meet while others can involve thousands of documents, taking weeks to process. While requests were once relatively rare, in the past several years the district has seen a significant increase. At the time of the meeting there have been over 50 records requests in 2026. All local governments are seeing this trend of increasing requests and staff time dedicated to this process.

8. **BOARD COMMENT** – there were no board comments.
9. **Setting for next regular meeting:** Monday, July 20 at 6:00 p.m. at White Salmon Valley Community Library. It will be a hybrid (in-person/online) meeting.
10. **ADJOURNMENT** – At 7:00 p.m. the chair adjourned the meeting.