



**AGENDA FOR PUBLIC MEETING**

**DATE:** Monday, August 21, 2023 at 6:00pm

**LOCATION:** HYBRID: Zoom Meeting /Ridgefield Community Library;

Zoom: <https://us02web.zoom.us/j/7248898607> or <https://zoom.us/join>

Meeting ID: 724 889 8607: Passcode: 136299 Or Dial: 206-337-9723

1. Call to Order
2. Agenda Approval ACTION
3. Chair Announcements INFORMATION
4. Public Comments
5. Executive Session: RCW 42.30.110(1) – Personnel
6. Reports INFORMATION
  - 6.1 Ridgefield Community Library Branch Report: Sean McGill
  - 6.2 June 2023 Financial statements: Attar Bhangal, Finance Manager
  - 6.3 Strategic Plan Update: Justin Keeler, Interim Executive Director
7. Consent Agenda ACTION
  - Amended Minutes Approval: June 26, 2023
  - Minutes Approval: July 17, 2023
  - FVRL Expenditures Approval: Reviewed by Marie Coffey INFORMATION
8. Business INFORMATION
  - 8.1 Foundation MOU Committee ACTION
  - 8.2 Facilities ACTION
    - 8.2.1 Resolution 2023-16: UCC Closeout
  - 8.3 Personnel Committee INFORMATION
    - 8.3.1 Personnel – Executive Director Recruitment Update
  - 8.4 Information Technology ACTION
    - 8.4.1 Resolution 2023-17: Surplus Uninterrupted Power Supply (UPS)
9. Board Comments
10. Setting for next regular meeting – Monday September 18, 2023  
(Hybrid/Battle Ground Community Library)
11. Adjournment

2018 Grand Blvd, Vancouver Washington 98661 • 360-906-5000 • fvrl.org

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

**JULY 2023 MONTHLY REPORT  
RIDGEFIELD COMMUNITY LIBRARY**

In June 2023 patrons checked out 11,037 items from the Ridgefield Community Library. In 2022 patrons checked out 11,159 items so we're down 1.09%. For the year patrons checked out 59,847 items compared to this time in 2022 when 57,106 items were checked out, an increase of 4.80%.

**EQUITY**

One of the artists who belongs to the Ridgefield Art Association who has art on display this quarter reported that one of his pieces, on the theme of PRIDE month, had sold to a patron who saw it at the library.

We will be hosting two YES interns in the month of August.

**CONNECTIONS**

Paradise of Samoa performed in the morning at the Farmers Market at Davis Park. Attendance was 85.

The Museum of Curious Things was excellent. I think my mouth fell open when I saw the plaster cast of a Sasquatch footprint. I wasn't sure how many people would come for this because it's a more passive program, but 100 people went through the museum.

Attendance dwindled for Angel Ocasio with only 17 attending.

Henna Tattoos had very happy people at it though attendance was 9.

Our first regular Hybrid Pathfinder session was July 14. One teen attended virtually with everyone else being in person and happy to be together in-person. The OWL technology is very good and keeps the kids attending virtually feeling connected to both conversation and action.

The OWL has also been used for a Dungeons & Dragons program that became hybrid with very short notice. The Tuesday afternoon Dungeons & Dragons program led by branch staff is still going strong. We thought we might see a drop off over the summer, but that is not the case with this program.

I've been very impressed with the In-Person Spanish Conversation Circle which continued to meet in spite of the leader. This group grew with two new members.

July 19 The City of Ridgefield's Meet Me on Wednesday walking group stopped at the library for a tour as the theme for the month was "The Library and Little Libraries".

Patrons enjoyed the traveling kit activities we put on during the month. This is my first time using these, and I commend Program Services for putting these together and making them available. Color Your World, Noodlin' Around and Kraken Up were all fun with good attendance.

We are happy to be hosting a Homeschool Dungeons & Dragons group which has been meeting in our small meeting room. It was apparent to me that this group had outgrown their space and I suggested they try the Community Meeting Room which allows this group to spread out and because this is open to the public there's an opportunity for more kids to join. It was useful to point out that we keep 5th edition Dungeons & Dragons rulebooks in reference as well as dice for use by patrons.

Storytime numbers were averaging a comfortable 70 per week at the start of July, but by the end of the month were closing in on 100.

I attended a meeting of the Ridgefield Lions Club on July 11 to present about the expanded library, our services, programs, and partnerships. For me it was important to thank the Lions personally. Before there was a site, architectural drawings, plans, and before virtually any fundraising had taken place the LIONS sent a thousand dollar check, making them the first Cornerstone.

We also held a window painting contest with the winning design announced during the Library's 2nd birthday. People both enjoyed participating in this program and seeing the art on the windows. One patron told me, "This is what libraries should do." Alexis Bitter's butterfly design won best in show. Participants have been asked to come back in early September to help clean the windows.



## **PARTNERSHIPS**

We celebrated the Ridgefield Community Library's 2nd birthday on Friday July 14 in conjunction with Ridgefield Main Street's Main Street Day. We celebrated at Davis Park. As you can see from the photograph, the Library Art Bar was popular. Equally popular were the balloon artist, Rhys Thomas, and the llama and alpaca brought by the folks who owned Rojo the Llama. Main Street provided individually wrapped cookies to pass out to kids paid for by CrossCountry Mortgage. The Friends gave out free books to kids, a bottle of water, and paid for the balloon artist. We've put attendance at 250 because that's how many cookies the Friends gave out, but I think we saw more people.



The Friends of Ridgefield Community Library did not hold a general meeting in July, but the Friends' Board did meet along with the Budget Committee. I attended both meetings. At the Board meeting a final member was appointed. The Board discussed a number of topics including the selling price for donated books. Also the Friends will join the library at National Night Out and give out free books to children. Weekly a group of three to four Friends come to the library on Tuesday morning to sort donated items.

#### **ORGANIZATIONAL CULTURE**

I attended the Branch Managers' meeting. Staff met July 18. Marilyn and I attended the Supervisors' meeting and YES intern training given by Rebekah Cherveney. Programming staff met twice this month.

**Fort Vancouver Regional Library District**  
Statement Of Cash  
For the Month Ending June 2023 (With year-to-date totals)

December 31, 2022 Ending Cash Balance	\$20,940,100
Year-to-date Revenue Received	\$16,267,080
Year-to-date Expenditures	-\$15,090,646
Add back Expenditures incurred but unpaid	-\$119,286
<b>Cash Balance June 30, 2023</b>	<b>\$21,997,249</b>

**January 01, 2023 - December 31, 2023 Fiscal Year**

**Restatement of cash balance with cash reserve plan summary -**

January 1, 2023 Starting Cash Balance:	\$20,940,100
June 30, 2023 Ending Cash Balance:	\$21,997,249
Reserve Plan Objectives 1-5:	-\$13,240,426
Operational Reserve (Unassigned)	\$8,756,823

## Fort Vancouver Regional Library District

Statement Of Revenue - Calendar Year 2023  
For the Month Ending June 2023 (With year-to-date totals)

	2023 Budget (Approved 12/22)	June 2023 Revenues	Year-to-Date Totals thru June 2023	Year - to - Date Annual Budget Percent
<b>Property Taxes</b>				
311.10.( Property Taxes - Clark	25,300,000	222,284	14,287,749	56.47%
311.10.( Property Taxes - Skamania	690,000	79,932	416,086	60.30%
311.10.( Property Taxes - Klickitat	1,315,000	705,036	860,968	65.47%
311.10.( Property Taxes - Cowlitz	315,000	35,164	181,882	57.74%
<b>Total Property Taxes</b>	<b>27,620,000</b>	<b>1,042,416</b>	<b>15,746,685</b>	<b>57.01%</b>
<b>Other Taxes</b>				
312.10. Other General Tax	25,000	10,734	41,855	167.42%
318.20 Leasehold Excise Tax	95,000	173	64,425	67.82%
<b>Total Other Taxes</b>	<b>120,000</b>	<b>10,906</b>	<b>106,281</b>	<b>88.57%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
332.00 Federal in-lieu of Taxes	15,000	983	32,156	214.38%
335.05 State Forest Boards	150,000	233	12,287	8.19%
333.00 State Grants	25,000	-	-	-
338.7 Yale Valley Library Dist	180,000	70,000	70,016	38.90%
338.72 Contracts - Clark County Jail	500	-	-	0.00%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>370,500</b>	<b>71,216</b>	<b>114,460</b>	<b>30.89%</b>
<b>Charges for Services</b>				
341.60 Equipment Use Fees	20,000	6,219	19,860	99.30%
347.21 Non-Resident Borrower Fee	6,000	2,893	3,907	65.11%
347.90 Lost / Damaged Material Fee	25,000	12,312	16,026	64.10%
347.50 Collection Agency Referral Fee	0	290	446	0.00%
<b>Total Charges for Services</b>	<b>51,000</b>	<b>21,714</b>	<b>40,239</b>	<b>78.90%</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	200,000	51,050	223,501	111.75%
362.00 Rental Income	1,000	100	1,939	193.91%
367.10 Gifts/Contributions	15,000	-	171	1.14%
369.90 Library Friends Groups' Reimbursements	300,000	3,034	9,191	3.06%
369.90 Library Foundation Reimbursements	2,500,000	-	6,343	0.25%
369.40 Insurance Reimbursements	2,500	-	7,000	280.00%
369.90 Miscellaneous	2,500	2,184	5,293	211.71%
367.1 Private Grants	50,000	1,050	2,803	5.61%
369.90 Other Miscellaneous - E-Rate	150,000	-	-	0.00%
395.00 Sale of Assets	20,000	154	3,176	15.88%
<b>Total Miscellaneous</b>	<b>3,241,000</b>	<b>57,572</b>	<b>259,416</b>	<b>8.00%</b>
<b>Total Operating Revenue</b>	<b>\$ 31,402,500</b>	<b>1,203,825</b>	<b>16,267,080</b>	<b>51.80%</b>
<b>Transfer in from Reserves</b>	<b>\$ 2,500,000</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Total Revenues and Transfer from Reserve</b>	<b>\$ 33,902,500</b>	<b>1,203,825</b>	<b>16,267,080</b>	<b>47.98%</b>

Jan.-Dec. 2023 Fiscal Year

June is the 6th month of the fiscal year.  
Year-to-date budget percentages should  
be at 50%, representing 6/12 months.

**Fort Vancouver Regional Library District**  
Statement of Expenses - Calendar Year 2023  
For the Month Ending June 2023 (With year-to-date totals)

<u>Bars</u>	<u>Description</u>	2023 Budget (Approved 12/22)	June 2023 Expenditures	Year-to-Date Totals thru June 2023	Year to Date Annual Budget Percentage
<b>Personnel</b>					
572.10	Wages	12,750,000	1,023,915	5,998,183	47.04%
572.24	Benefit - Medical	2,300,000	183,469	1,108,055	48.18%
572.24	Benefit - Dental	240,000	20,590	124,879	52.03%
572.24	Benefit - Life, LTD, AD&D	75,000	11,984	72,768	97.02%
572.22	Benefit - PERS	1,324,725	103,720	605,151	45.68%
572.21	Benefit - FICA	975,375	76,832	449,884	46.12%
572.25	Benefit - L & I - Workers Compensation	100,000	6,701	38,167	38.17%
572.25	Benefit - PFML	27,785	2,243	13,130	47.26%
572.28	Unemployment Expense	10,000	303	6,106	61.06%
	<b>Personnel Subtotal:</b>	<b>17,802,885</b>	<b>1,429,757</b>	<b>8,416,322</b>	<b>47.28%</b>
<b>Supplies</b>					
572.30	Supplies	458,000	36,780	170,255	37.17%
572.35	Small Equipment (FF&E)	250,000	5,422	49,996	20.00%
572.38	Technology	462,000	6,114	42,689	9.24%
572.33	Professional Collection / Tech	300,000	11,624	140,650	46.88%
	<b>Supplies &amp; Small Equipmt/Tech Subtotal:</b>	<b>1,470,000</b>	<b>59,940</b>	<b>403,590</b>	<b>27.46%</b>
<b>Library Books / Materials</b>					
572.34	Library Books & Materials	1,903,500	91,338	676,257	35.53%
572.39	Electronic Resources	1,896,500	182,278	834,733	44.01%
	<b>Library Materials Subtotal:</b>	<b>3,800,000</b>	<b>273,616</b>	<b>1,510,990</b>	<b>39.76%</b>
<b>Other Services / Charges</b>					
572.41	Professional Services	2,079,225	87,683	608,573	29.27%
572.42	Communications	410,000	33,720	225,443	54.99%
572.43	Training / Travel	108,000	11,420	62,048	57.45%
572.44	Advertising	30,000	403	3,081	10.27%
572.45	Rentals / Leases	560,000	38,725	268,811	48.00%
572.46	Insurance	250,000	35,653	43,342	17.34%
572.47	Utilities	450,000	34,055	228,751	50.83%
572.48	Repairs & Maintenance	870,000	158,422	518,752	59.63%
572.49	Misc / Dues / Printing / Other	163,750	3,938	66,226	40.44%
572.50	Intergovernmental Services	3,640	198	1,924	52.87%
	<b>Other Charges &amp; Services Subtotal:</b>	<b>4,924,615</b>	<b>404,217</b>	<b>2,026,951</b>	<b>41.16%</b>
<b>Capital Outlay</b>					
594.62	Buildings / Non-Owned	300,000	-	-	0.00%
594.62	Buildings / Owned	5,500,000	-	198,948	3.62%
595.62	Yale	40,000	-	-	0.00%
594.64	Machinery & Equipment	65,000	-	50,932	78.36%
	<b>Capital Outlay Subtotal:</b>	<b>5,905,000</b>	<b>-</b>	<b>249,880</b>	<b>4.23%</b>
<b>Total Operating Expenditures:</b>		<b>33,902,500</b>	<b>2,167,530</b>	<b>12,607,733</b>	<b>37.19%</b>
<b>Total Reserved Projects</b>			<b>544,276</b>	<b>2,482,913</b>	
<b>Grand Total All Expenditures:</b>		<b>33,902,500</b>	<b>2,711,806</b>	<b>15,090,646</b>	<b>44.51%</b>



**FORT VANCOUVER REGIONAL LIBRARY DISTRICT**

**Approval of Claims**

**As of**

**August 21, 2023**

As required by RCW 42.24.080 and RCW 42.24.090, vouchers audited and certified by the Auditing Officer of the Fort Vancouver Regional Library District and those expense reimbursement claims which have been certified as required, have been recorded on a list and made available to the Board of Directors for approval.

As of this date, August 21, 2023, The Board of Directors, by a \_\_\_\_\_  
 vote does approve for payment the following vouchers, warrants, voids, and electronic transfers issued  
July 1, 2023 through July 31, 2023

<b>Accounts Payable Warrants Issued</b>	Numbers	<u>117769</u>	Through	<u>117943</u>	<u>\$ 1,529,216.28</u>
<b>Accounts Payable EFT Payments</b>		<u>EFT01698</u>	Through	<u>EFT01726</u>	<u>\$ 62,932.58</u>
<b>Accounts Payable Voids</b>	Numbers	00011057, 117937, EFT01715			<u>( \$ 2,496.82 )</u>
<b>Subtotal FVRL General Fund Warrants, EFTS, Voids</b>					<u>\$ 1,589,652.04</u>
<b>Payroll Warrants Issued</b>	Numbers	_____	Through	_____	<u>\$ -</u>
<b>Payroll Transactions Voided</b>	Numbers	_____			<u>( \$ - )</u>
<b>Payroll Electronic Fund Transfers</b>	Numbers	<u>20230710</u>	Through	<u>20230725</u>	<u>\$ 942,468.04</u>

**Other Electronic Fund Transfers Completed**

<i>Vendor</i>	<i>Date</i>	<i>Amount</i>	
ADP Payroll Fees	July 21, 2023	\$ 4,494.75	
Alliant Insurance	July 7, 2023	\$ 2,293.80	
WA L&I	July 19, 2023	\$ 31,294.31	
Endicia	July 18, 2023	\$ 8,000.00	
Kaiser HSA	July 26, 2023	\$ 15,088.09	
Kaiser HSA Fees	July 28, 2023	\$ 48.75	
WA DOR Sales/Use Tax	July 25, 2023	\$ 1,190.81	
WA DRS - DCP	July 10, 2023	\$ 5,429.85	
WA DRS - DCP	July 28, 2023	\$ 5,675.92	
WA DRS - PERS	July 11, 2023	\$ 82,348.29	
WA DRS - PERS	July 27, 2023	\$ 77,198.52	
			<u>\$ 233,063.09</u>

**Subtotal FVRL General Fund Warrants, Transfers, Direct Deposits, Voids** \$ 2,765,183.17

**Total Transactions for Approval** \$ 2,765,183.17

\_\_\_\_\_  
 DISTRICT LIBRARY - EXECUTIVE DIRECTOR

\_\_\_\_\_  
 DISTRICT LIBRARY - AUDITING BOARD TRUSTEE

**BOARD COVER WORKSHEET**

**BOARD DATE:** August 21, 2023

<u>Date Paid</u>	<u>Warrant Numbers</u>	<u>Amount</u>
<b>Accounts Payable</b>		
July 13, 2023	117769 - 117823	\$ 176,026.43
July 20, 2023	117824 - 117836	\$ 469,818.29
July 27, 2023	117837 - 117943	\$ 883,371.56
Subtotal Accounts Payable Warrants Issued		<u>\$ 1,529,216.28</u>
<b>Accounts Payable EFT Payments</b>		
July 13, 2023	EFT01698 - EFT01706	\$ 10,589.16
July 27, 2023	EFT01707 - EFT01726	\$ 52,343.42
Subtotal Accounts Payable EFT Payments		<u>\$ 62,932.58</u>
Subtotal Accounts Payable Warrants & EFT Payments		<u>\$ 1,592,148.86</u>
<b>Accounts Payable Voids and Cancels</b>		
July 7, 2023	00000000000110757	\$ (2,293.80)
July 27, 2023	117937	\$ (148.00)
July 31, 2023	EFT01715	\$ (55.02)
Subtotal Accounts Payable Voids		<u>\$ (2,496.82)</u>
Subtotal A/P Warrants, EFTs, Voids		<u>\$ 1,589,652.04</u>
<b>Subtotal ADP Payroll Debits</b>		
July 10, 2023	Payroll - Net Wages	\$ 343,401.60
July 10, 2023	Federal Payroll Taxes	\$ 111,368.30
July 10, 2023	OR State Payroll Taxes	\$ 3,045.37
July 10, 2023	PFML Taxes	\$ 3,962.02
July 10, 2023	WA Cares Fund	\$ 2,691.01
July 25, 2023	Payroll - Net Wages	\$ 351,943.20
July 25, 2023	Federal Payroll Taxes	\$ 118,897.46
July 25, 2023	OR State Payroll Taxes	\$ 3,089.47
July 25, 2023	PFML Taxes	\$ 4,069.61
July 25, 2023	WA Cares Fund	\$ 2,748.44
Subtotal Payroll Transfers		<u>\$ 942,468.04</u>
<b>Other ACH Debits</b>		
July 21, 2023	ADP Payroll Fees	\$ 4,494.75
July 7, 2023	Alliant Insurance	\$ 2,293.80
July 19, 2023	WA L&I	\$ 31,294.31
July 18, 2023	Endicia	\$ 8,000.00
July 26, 2023	Kaiser HSA	\$ 15,088.09
July 28, 2023	Kaiser HSA Fees	\$ 48.75
July 25, 2023	WA DOR Sales/Use Tax	\$ 1,190.81
July 10, 2023	WA DRS - DCP	\$ 5,429.85
July 28, 2023	WA DRS - DCP	\$ 5,675.92
July 11, 2023	WA DRS - PERS	\$ 82,348.29
July 27, 2023	WA DRS - PERS	\$ 77,198.52
		<u>\$ 233,063.09</u>

Payroll Voids/Cancels

**Total Funds to Approve for Disbursement** \$ 2,765,183.17

Finance Manager Reviewed Attar Chongal  
 Date 8/15/2023



**Public Meeting Minutes - Amended**

**Date:** Monday, June 26, 2023  
**Time:** 6:00 PM Special Meeting  
**Location:** HYBRID: Zoom Meeting / Three Creeks Community Library

<p><b>Call to Order</b> Chair Morgan, called the regular meeting to order.</p> <p><b>Attendees</b>  <u>Board Members Present:</u> Kristy Morgan, Megan Dugan, Penny Love-Henslee  <u>Board Members Online:</u> Olga Hodges, Marie Coffey, Vikram Kotwani  <u>Administrative Team:</u> Executive Director, Amelia Shelley; Human Resources Director, Lee Strehlow;            Outreach and Community Partnerships Director, Justin Keeler</p>	6:00 PM
<p><b>Agenda Approval</b> Motion: Megan Dugan 2nd: Penny Love-Henslee The motion carried unanimously.</p>	6:01 PM
<p><b>Chair Announcements</b> Kristy Morgan met with the Personnel Committee prior to the meeting to speak to Justin Keeler regarding the Interim Executive Director position.</p>	6:02 PM
<p><b>Public Comments</b></p> <ul style="list-style-type: none"> <li>• Board Should Not Share Personal Beliefs: Keelie Wray, Quil Onstead, Katherine Gardner, Lori Meyers</li> <li>• Personal Beliefs Should be Shared: Becky, Shelley, Meika, Katherine (GD), Seraphim (sic)</li> <li>• Against LGBTQ Material: Isaac</li> <li>• Interim Executive Director: Dennis Johnson</li> </ul>	6:03 PM
<p><b>Business</b></p>	
<p><b>Appointment of Interim Executive Director: Kristy Morgan</b> Kristy Morgan Motion: Megan Dugan 2nd: Penny Love-Henslee Motion carried unanimously.</p>	6:27 PM
<p><b>Board Comments</b> Ms. Hodges said her comments are not meant to offend anyone. She shared her personal story and gratitude for those who make comments.</p>	6:32 PM
<p><b>Setting of next regular meeting: Monday, July 17, 2023, 6:00 PM (Hybrid/White Salmon Community Library)</b>  <b>Motion to adjourn meeting</b> Moved: Penny Love-Henslee 2nd: Megan Dugan</p>	6:34 PM
<p><b>Adjournment</b> <b>Approved:</b></p>	6:35 PM

\_\_\_\_\_  
Kristy Morgan, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Megan Dugan, Vice Chair

\_\_\_\_\_  
Date



**Public Meeting Minutes**

**Date:** July 17, 2023  
**Time:** 6:00 PM Regular Meeting  
**Location:** HYBRID: Zoom Meeting / White Salmon Community Library

**Call to Order** 6:00 PM

Chair Morgan, called the regular meeting to order.

**Attendees**

Board Members Present: Kristy Morgan, Penny Love-Henslee, Olga Hodges, Vikram Kotwani (Virtual), Mary Ann Duncan-Cole

Administrative Team: Executive Director, Amelia Shelley; Executive Assistant and Recorder, Rhonda Kay Calkins; Human Resources Director, Lee Strehlow; Finance Manager, Attar Bhangal; Outreach and Community Partnerships Director, Justin Keeler, Communications and Marketing Director, Tak Kendrick, Branch Manager, Elizabeth Moss

Guests: White Salmon Branch Manager, Ruth Shafer

**Agenda Approval** 6:00 PM

Motion: Mary Ann Duncan-Cole

2nd: Penny Love-Henslee

The motion carried unanimously.

**Chair Announcements** 6:02 PM

**Public Comments** 6:06 PM

- In support of DQSH: Emily Losness, Quill Onstead,
- Against DQSH: Pam Zm, Gary Wilson, Brett Stevenson, Randy Schmidt, Kristen
- Against Censorship: Katherine Gardner, Jude Jacobs, Patty Fink, Melinda Heindel, Gigi Pommerance
- Censorship: Gabrielle Gilbert, Anna Molen,
- Board Recognition: Sue Pennington
- Executive Director Recognition: Jane Higgins
- Library Services: David Kelly, Bruce Bolme, Lynn Mason, Lynn Mason, Kathleen Von Mosch,
- Book Donations: Margo Logan
- Library Displays: Sara Wu,

**Executive Session: RCW 42.30.110 (1) – Personnel** 7:10 PM

Adjourned into Executive Session at 7:10 PM for 15 Minutes

Meeting restarted at 7:25 PM.

**Reports**

**David Stuebe, Washougal City Council Mayor and David Scott, Washougal City Manager, Civic Campus Project**

Discussed the Washougal Civic Campus Project: City/FVRL partnership, project concept, project timing and what the next steps.



<b>White Salmon Branch Report: Ruth Shafer</b>	7:43 PM
Update on library activities around the White Salmon Community Library.	
<b>June Financial Statements:</b>	8:00 PM
Attar Bhargal discussed the May 2023 financial statements.	
<b>Consent Agenda</b>	8:04 PM
Chair Morgan, asked for a motion to approve the Consent Agenda including meeting minutes from the June 20 <sup>th</sup> board meeting.	
Motion: Penny Love-Henslee	
2nd: Mary Ann Duncan-Cole	
Motion carried unanimously.	
<b>FVRL Expenditure Approval: Reviewed by Vikram Kotwani</b>	8:05 PM
Vikram Kotwani attested that he reviewed the June expenditures and found them in order.	
<b>Business</b>	
<b>Personnel: Resolution 2023-13: Approval of Interim Executive Director Employment Contract.</b>	8:11 PM
Amelia Shelley presented Resolution 2023-13.	
Motion: Olga Hodges	
2nd: Mary Ann Duncan-Cole	
Motion carried unanimously.	
<b>Facilities: Resolution 2023-14: Authorizing the Award of the Lowest Responsive Bidder and Authorizing the Executive Director to Execute a Contract and any Required Amendments.</b>	8:14 PM
Amelia Shelley presented Resolution 2023-14.	
Motion: Penny Love-Henslee	
2nd: Mary Ann Duncan-Cole	
Motion carried unanimously.	
<b>Finance Committee: 2023-15 Assignment of Reserve Funds for the Woodland Community Library Construction Project.</b>	8:16 PM
Amelia Shelley presented Resolution 2023-15 concerning financing the Woodland construction project.	
Motion: Mary Ann Duncan-Cole	
2nd: Penny Love-Henslee	
Motion carried unanimously.	
<b>Draft 2024 Budget/Calendar</b>	8:24 PM
Amelia Shelley presented the draft 2024 budget calendar.	
<b>Policy Committee: Internet Use and Safety Policy – Public Hearing</b>	8:25 PM
Amelia Shelley opened a public hearing for the Internet Use and Safety Policy.	
Public Hearing Comments:	
<ul style="list-style-type: none"><li>• Phil K: Discrepancy between print/internet censorship.</li><li>• Debbie Tennerjon: Rules/enforcement</li><li>• Gary Wilson: Ratings</li><li>• Lu Aspon: Rules of Conduct Policy</li><li>• Holland Christie: FVRL employees are equipped to handle issues.</li></ul>	
<b>To Close the Public Hearing</b>	
Motion: Penny Love-Henslee	
2nd: Mary Ann Duncan-Cole	
Trustee Hodges voted no. All other Trustees votes yes.	
Motion carried.	



**Policy Committee: Internet Use and Safety Policy**

Motion: Mary Ann Duncan-Cole

2nd: Penny Love-Henslee

Motion carried unanimously.

**Foundation Policy**

8:53 PM

Amelia Shelley presented the first reading of the Foundation Policy.

**Goldendale Follow-Up: Amelia Shelley**

9:04 PM

Amelia Shelley provided a follow-up from the public comment section of the June 20, 2023 board meeting.

**Board Comments:**

9:10 PM

Penny Love-Henslee: Thanked the Friends for their hospitality and treats.

Kristy Morgan: Thanked White Salmon for hosting us.

**Setting of next regular meeting: Monday, August 21, 2023m 6:00 PM (Ridgefield Community Library/Zoom)**

9:11 PM

**Motion to adjourn meeting**

Moved: Penny Love-Henslee

2nd: Olga Hodges

**Adjournment**

9:12 PM

**Approved**

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Kristy Morgan, Chair

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Date

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Mary Ann Duncan-Cole, Secretary

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Date

**Fort Vancouver Regional Library District  
Staff Report 2023-40  
Facilities**

**To:** Board of Trustees

**From:** Justin Keeler, Interim Executive Director

**Date:** August 21, 2023

**Subject:** Close Out Union Corner Construction Contract for Grand Blvd.

**Summary**

FVRLibraries awarded the contract for the repair and remodel of the new Operations Center at 2018 Grand, Blvd., Vancouver, WA for the amount of two million, five hundred and twenty thousand dollars (\$2,520,000), including Washington Sales Tax to Union Corner Construction. The work has been completed, within the scope of the contract to FVRLibraries' satisfaction. FVRLibraries is withholding retainage until all approvals have been received from the State through the closeout process.

The State of Washington requires a Notice of Completion to be filed prior to closeout of all public works contracts exceeding \$35,000. All contracts in excess of \$300,000 require the approval of our Board of Trustees prior to us submitting a Notice of Completion to the State.

**Recommendation**

Approve Resolution 2023-16 to allow FVRLibraries to submit to the State a Notice of Completion for the construction of the new Operations Center in order to close out the contract with Union Corner Construction.

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT**

**RESOLUTION: 2023-16**

**RESOLUTION OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT BOARD OF TRUSTEES ADOPTING THE CLOSE OUT UNION CORNER CONSTRUCTION CONTRACT FOR GRAND BLVD.**

A meeting of the Board of Trustees of the Fort Vancouver Regional Library was held on Monday, August 21, 2023 at the Ridgefield Community Library, attended by a quorum of the Board of Trustees for the conduct of such business; and, after due consideration and deliberation, the following resolution was duly passed by a majority vote of all Trustees attending.

**WHEREAS**, FVRL awarded a contract to Union Corner Construction for repair and remodel of 2018 Grand Blvd for the amount of two million, five hundred and twenty thousand dollars (\$2,520,000) including Washington sales tax; and

**WHEREAS**, the work has been performed and completed within the scope of the contract and to FVRL’s satisfaction; and

**WHEREAS**, retainage for the work is held by FVRL until all approvals have been received from the state through the close out process; and

**WHEREAS**, the State of Washington requires that a Notice of Completion is filed prior to the close out of all public works contracts exceeding \$35,000; and

**WHEREAS**, all public works contracts in excess of \$300,000 require additional Board approval prior to submission of a Notice of Completion to the State.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Fort Vancouver Regional Library District authorizes the Executive Director to file a Notice of Completion for repair and remodel of 2018 Grand Blvd., and close out the Union Corner Construction contract once all approvals have been returned by the state.

Approved: \_\_\_\_\_  
Kristy Morgan, Chair

Attested: \_\_\_\_\_  
Megan Dugan, Vice Chair



**Fort Vancouver Regional Library District  
Staff Report 2023-41  
Information Technology**

**To:** Board of Trustees

**From:** Justin Keeler, Interim Executive Director

**Date:** August 21, 2023

**Subject:** Surplus Uninterrupted Power Supply (UPS)

**Summary:**

A new, in-box, Uninterruptible Power Supply (UPS) was purchased at some point in the past. It has been identified as surplus by our IT Department as it requires specialized circuitry to operate. Due to the monetary value associated with the UPS (\$1,000+), it is necessary for the Board of Trustees to declare the item as surplus. FVRL will endeavor to sell it for its market value.

**Recommendation:**

Approve Resolution 2023-17 to allow FVRL to designate the UPS as surplus.

**FORT VANCOUVER REGIONAL LIBRARY  
RESOLUTION: 2023-17  
SURPLUS UNINTERRUPTED POWER SUPPLY (UPS)**

**RESOLUTION OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT  
BOARD OF TRUSTEES DECLARING FORT VANCOUVER LIBRARY DISTRICT  
EQUIPMENT AS SURPLUS AND AUTHORIZING ITEMS TO BE DISCARDED**

The regular meeting of the Board of Trustees of the Fort Vancouver Regional Library was held on Monday, August 21, 2023 at the Ridgefield Community Library and attended by a quorum of the Board of Trustees for the conduct of such business; and, after due consideration and deliberation, the following resolution was duly passed by a majority vote of all Trustees attending.

**WHEREAS**, the FVRL Board of Trustees has authorized the purchase of item(s) through budget approval; and

**WHEREAS**, FVRL effectively utilizes its equipment to maximize service, which may result in upgrading equipment; and

**WHEREAS**, FVRL has determined that this uninterrupted power supply is not usable due to the specialized circuitry that is required to operate it.

**WHEREAS**, in order to dispose of the no longer used items, the FVRL Board of Trustees must declare the item as surplus;

**NOW THEREFORE BE IT RESOLVED:** that Fort Vancouver Regional Library District Resolution 2023-17, approving the Surplus Uninterrupted Power Supply (UPS) as adopted.

Approved: \_\_\_\_\_  
Chair, Kristy Morgan

Attested: \_\_\_\_\_  
Vice Chair, Megan Dugan

Date: \_\_\_\_\_

	July Circulation			YTD Circulation		
	2023	2022	Change	2023	2022	Change
Battle Ground Community Library	40,958	45,745	-10.46%	293,465	306,574	-4.28%
Cascade Park Community Library	66,624	70,839	-5.95%	448,724	460,873	-2.64%
La Center Community Library	6,471	6,739	-3.98%	41,925	46,444	-9.73%
Ridgefield Community Library	11,553	11,605	-0.45%	71,400	68,711	3.91%
Three Creeks Community Library	47,978	49,645	-3.36%	333,645	323,260	3.21%
Vancouver Community Library	66,470	64,883	2.45%	421,932	396,089	6.52%
Vancouver Mall Library	11,614	11,602	0.10%	79,818	80,934	-1.38%
Washougal Community Library	7,945	8,379	-5.18%	57,182	55,770	2.53%
Green Mountain Library Express	68	45	51.11%	1,501	1,321	13.63%
Yacolt Library Express	4,915	4,576	7.41%	34,705	33,496	3.61%
LibCabinet at Vancouver Mall				0	38	-100.00%
<b>Clark County Total</b>	<b>264,596</b>	<b>274,058</b>	<b>-3.45%</b>	<b>1,784,297</b>	<b>1,773,510</b>	<b>0.61%</b>
Woodland Community Library	4,912	5,089	-3.48%	37,381	35,092	6.52%
Yale Library Express	864	1,130	-23.54%	6,814	5,907	15.35%
<b>Cowlitz County Total</b>	<b>5,776</b>	<b>6,219</b>	<b>-7.12%</b>	<b>44,195</b>	<b>40,999</b>	<b>7.80%</b>
Goldendale Community Library	5,957	5,624	5.92%	45,646	43,058	6.01%
White Salmon Valley Community Library	9,519	10,062	-5.40%	70,779	70,904	-0.18%
Klickitat County Bookmobile	450	452	-0.44%	6,827	6,241	9.39%
<b>Klickitat County Total</b>	<b>15,926</b>	<b>16,138</b>	<b>-1.31%</b>	<b>123,252</b>	<b>120,203</b>	<b>2.54%</b>
North Bonneville Community Library	336	319	5.33%	2,762	2,784	-0.79%
Stevenson Community Library	4,185	4,565	-8.32%	30,688	30,701	-0.04%
Skamania County Bookmobile	643	622	3.38%	6,771	7,616	-11.10%
<b>Skamania County Total</b>	<b>5,164</b>	<b>5,506</b>	<b>-6.21%</b>	<b>40,221</b>	<b>41,101</b>	<b>-2.14%</b>
District-wide renewals	84	116	-27.59%	1,317	900	46.33%
Mail	1,250	1,032	21.12%	8,918	7,601	17.33%
InterLibrary Loan Materials	313	224	39.73%	2,412	1,998	20.72%
<b>Misc Total</b>	<b>1,647</b>	<b>1,372</b>	<b>20.04%</b>	<b>12,647</b>	<b>10,499</b>	<b>20.46%</b>
Downloadable eBooks	64,864	55,812	16.22%	439,230	386,035	13.78%
eMagazines	1,067	1,716	-37.82%	9,517	12,269	-22.43%
Downloadable & streaming audiobooks	68,040	56,506	20.41%	454,199	371,431	22.28%
Downloadable & streaming music	21,263	17,413	22.11%	161,625	125,644	28.64%
Streaming video	9,198	5,133	79.19%	62,289	55,211	12.82%
<b>eContent Total</b>	<b>164,432</b>	<b>136,580</b>	<b>20.39%</b>	<b>1,126,860</b>	<b>950,590</b>	<b>18.54%</b>
<b>TOTAL</b>	<b>457,541</b>	<b>439,873</b>	<b>4.02%</b>	<b>3,131,472</b>	<b>2,936,902</b>	<b>6.63%</b>

# Letter: Librarians are line of defense

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 [columbian.com/news/2023/jul/22/letter-librarians-are-line-of-defense](https://www.columbian.com/news/2023/jul/22/letter-librarians-are-line-of-defense)

By Rich Ullsmith, Camas

It's good to know in this time of rising governing despots, we have this group of people on the job. I'm talking, of course of our librarians.

Let's listen to Kurt Vonnegut Jr.: "While on the subject of burning books, I want to congratulate librarians, not famous for their physical strength, their powerful political connections or great wealth, who, all over this country, have staunchly resisted anti-democratic bullies who have tried to remove certain books from their shelves, and destroyed records rather than have to reveal to thought police the names of persons who have checked out those titles."

So, the America I loved still exists, if not in the White House, the Supreme Court, the Senate, the House of Representatives, or the media. The America I loved still exists at the front desks of our public libraries.

# Letter: Be picky about library offerings

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 [columbian.com/news/2023/jul/29/letter-be-picky-about-library-offerings](https://www.columbian.com/news/2023/jul/29/letter-be-picky-about-library-offerings)

By Andy Cilley, Bonney Lake

Rich Ullsmith quotes Kurt Vonnegut Jr.'s accusation that responsible citizens who express their concerns about objectionable library books are “bullies” (“Librarians are line of defense,” Our Readers’ Views, July 22).

Books on library shelves are like buffet selections; there’s something for just about everyone, but all restaurateurs must adhere to food safety standards developed by law through legislation approved by the people. The people have decided that they would just as soon not see buffet chefs laying out offerings laced with norovirus, hepatitis A, salmonella, shigella, or E. coli. The people harbor the same kinds of expectations for taxpayer-supported library curators.

# Letter: Libraries promote democracy

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 [columbian.com/news/2023/aug/04/letter-libraries-promote-democracy](https://www.columbian.com/news/2023/aug/04/letter-libraries-promote-democracy)

Janet Hedgepath, VANCOUVER

Andy Cilley's analogy ("Be picky about library offerings," Our Readers' Views, July 29) equating buffets to libraries is apt. Good libraries, like good buffets, offer a wide variety of material from which a person is free to pick and choose. The analogy breaks down when he compares food safety standards to book selections. The safety laws he refers to are based on medical knowledge regarding proven methods to combat disease.

By equating the regulation of food contaminants to the censorship of library material, he implies that there is a commonly acknowledged disease to be found hiding among the shelves of the library. There is not. Censorship, unlike health regulations, is carried out by the group with the loudest voice. Such groups often have a specific agenda that restricts and narrows our choices and our democracy.

We are fortunate to have the Fort Vancouver Regional Library. The staff have created a welcoming, inclusive space that offers "a story for everyone." That does not mean that everyone is for each story. It allows us the freedom to choose. Protect your freedom to choose. Protect our democracy. Say "no" to censorship.

# Cascade Park Community Library will host resource fairFree

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 [columbian.com/news/2023/aug/08/cascade-park-community-library-will-host-resource-fair](https://www.columbian.com/news/2023/aug/08/cascade-park-community-library-will-host-resource-fair)

Griffin Reilly

WorkSource and FVRLibraries are hosting a Community Resources Fair at the Cascade Park Community Library from 4 to 7 p.m. Aug. 23. The event will provide connections and resources for those seeking assistance with finding employment, education, health care and more.

Representatives from more than a dozen local organizations will be in attendance, including Clark College, the Clark County Food Bank, Educational Opportunities for Children and Families, Open House Ministries and more.

The event is free to the public and requires no registration.

To learn more about the event as a patron or partner organization, contact Carson Winter at [carson.winter@esd.wa.gov](mailto:carson.winter@esd.wa.gov) or by calling 360-735-4962. Interested parties can also follow the event on Facebook here: <https://fb.me/e/PI1eFze5>.

# Return of the Library Ice Cream Social

[goldendalesentinel.com/features/return-of-the-library-ice-cream-social/collection\\_cddc332e-36c3-11ee-843e-0716953c089b.html](https://goldendalesentinel.com/features/return-of-the-library-ice-cream-social/collection_cddc332e-36c3-11ee-843e-0716953c089b.html)

August 9, 2023



**RETURN OF THE LIBRARY ICE CREAM SOCIAL:** The Goldendale Library celebrates its 50th anniversary of joining the Fort Vancouver Regional Library system with an ice cream social tomorrow, August 10, from 5 to 7 p.m. at the Library. The event will also feature a cake auction and live music. These are scenes from the Library Ice Cream Social in past years. One is of the Gorge Winds playing in 2015, but that ensemble will not be here this year. The music this year will be by Dr. James Ogden and the Moody Family Band.



# Foundation Update

Authors & Illustrators  
2023 DINNER AND AUCTION

**David Baldacci**

FUNDRAISER | OCTOBER 17, 5:30–9:30 pm | Hilton Vancouver

**Purchase tickets at [fvrlfoundation.org](http://fvrlfoundation.org)!**      **TICKETS: \$120**  
**Tables of 10: \$1,200**

## Tickets Are on Sale!

FVRL Foundation’s Authors & Illustrators Dinner & Silent Auction will take place October 17 at the Hilton Vancouver and will feature globally recognized author David Baldacci. Baldacci has written 48 novels, including 1996’s *Absolute Power* and the recent *Simply Lies*, all of which have been international bestsellers, with several adapted for film and television.

Tickets are available at [fvrlfoundation.org](http://fvrlfoundation.org). We look forward to seeing you there!

## Many Thanks to our Authors & Illustrators Event Sponsors!

- **Presenting Sponsor:** Columbia Credit Union

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|---|--|
| <ul style="list-style-type: none"> <li>• ANC Movers</li> <li>• Biggs Insurance</li> <li>• <i>The Columbian</i></li> <li>• DA Davidson</li> <li>• Davidson Benefits</li> <li>• Encore</li> <li>• Gesa Credit Union</li> <li>• HAPO Credit Union</li> </ul> | <ul style="list-style-type: none"> <li>• Hilton Vancouver Washington</li> <li>• ilani Casino Resort</li> <li>• iQ Credit Union</li> <li>• OnPoint Credit Union</li> <li>• Raise Your Media</li> <li>• Ultimate Truck Service</li> <li>• Washington Trust Bank</li> </ul> |
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**Upcoming Events**

Monday, August 21

**FVRL Trustee Meeting**

Hybrid: Ridgefield Community Library  
and Zoom  
6:00pm–8:00pm

Tuesday, August 22

**FVRL Foundation Board Meeting**

Via Zoom  
4:00pm–5:00pm

Saturday, August 19– Saturday  
August 26,

**Vancouver Friends Book Sale**

Vancouver Community Library,  
11:00am–4:30pm all days

Friday and Saturday, September 8–9,

**Woodland Friends Book Sale**

Lewis River Fellowship,  
2000 Lewis River Rd  
10:00am–4:00pm both days

Tuesday, August 29

**K&M Drive-In 15% cash back  
Fundraiser for the Friends of  
Washougal Library**

3414 NE 3<sup>rd</sup> Ave, Camas WA  
3:00pm–7:45pm

Monday, September 4

**All libraries will be closed in  
observance of Labor Day**

Monday, September 18

**FVRL Trustee Meeting**

Hybrid: Battle Ground Community  
Library and Zoom  
6:00pm–8:00pm

**Building Campaigns and  
Cornerstone Pledges**

Washougal has 42 Cornerstones,  
1 Stepping Stone,  
and 4 Keystones.

Woodland has 35 Cornerstones,  
5 Stepping Stones, 8 Keystones, and  
6 Capstones.

*\*Please note: some Cornerstones have  
graduated to Stepping Stones, which is why  
some Cornerstone totals have decreased.*

**Satisfy Your Senses**

**Art & Wine Event**  
*Satisfy Your Senses*  
FVRL FOUNDATION  
**September 16–17**  
**Latte Da**  
Coffee House  
and Wine Bar  
205 E 39th St, Vancouver WA

Join us September 16 and 17 from 8:00am to 5:00pm for  
the Satisfy Your Senses Art Show and Sale at  
Latte Da Coffee House and Wine Bar, located at  
205 E. 36<sup>th</sup> Street, Vancouver WA 98663.  
FVRL Foundation will receive a portion of all food,  
beverage, and art sales during the show!

**We're Moving to Our New Offices!**

We are  
**moving**

FVRL Foundation will be moving to its new offices at  
4201 NE 66<sup>th</sup> Ave, Suite 101, Vancouver WA 98661 on  
Wednesday, August 23.

We look forward to hosting an open house once we are all  
settled in our new space!