

Yale Valley Library District

Regular Board Meeting | February 8, 2024 | 3:00pm
Yale Community Library

Trustees: Bob Appling; Cynthia MacAllister; Julie Starr; Kathi Wheeler
FVRL: Jennifer Huan; Justin Keeler; Lesley Miller (YVLD); Jay McCuiston
Community Members: Rob Starr

1. The meeting was called to order at 3:02pm by Vice Chair, Cynthia MacAllister.
2. The agenda was approved. Wheeler/Appling The agenda was approved by all trustees present.
3. Cynthia introduced everyone. Justin Keeler was representing the new FVRL Director, Jennifer Giltrop, Executive Director Who was unable to attend.
4. Consent Agenda
 - a. a. Minutes from November 2, 2023. Appling/Wheeler The minutes were approved by all trustees present.
 - b. b. Approval of bills by Bob Appling. Bob reported that there were no bills.
5. Financial Report: Justin Keeler: Justin reported that Attar Bhargal is no longer working for FVRL. They are interviewing for replacements at this time. Justin gave the report for October, November and December. The total revenue for the month of October 2023 is \$13,880.00. Total cash balance is \$400,554.00. The total revenue for the month of November 2023 is \$31,708.00. Total cash balance is \$362,262.00. This reflects a \$70,000.00 payment to FVRL for administrative services. The total revenue for the month of December 2023 is \$10,461.00. Total cash balance as of December 31, 2023 is \$372,723.00. For the year, non-capital reserves are \$271,427.00. Capital reserves are \$101,296.00.
6. Facilities: Jay McCuiston: Jay started the discussion with **well drillers** since he learned that this is a priority of the board. He secured 2 bids: Pittner Drilling and Pump and Dale McGhee Well Drilling. These bids were approximates as much of the cost depends on the depth of the well. The board feels very strongly that we need to take this step to secure our own water. The schools' water, while adequate for the school, will not meet our needs because of the fluctuation of the water supply. Jay and the trustees reviewed both bids and liked the Dale McGhee bid. It was more detailed and specified the cost for the tank setup. It included more of the costs we would be paying for a complete package. The trustees will review the bid and we will try to have a representative from McGhee's available at the next meeting. Three bids for **paving** were received. PaveConnect; Precision Paving Plus LLC; and Clark County Paving Inc. Jay shared the bids with the trustees and discussed the issues involved. If the board decides to proceed with paving the parking area, it could not be done until after the well is completed as water and electricity will run under the parking area. This will give us more time to review these bids and see if this type of project is financially feasible for the district. **Flagpole** repair received a bid from Elmer's Flag and Banner for \$1707.54. The trustees discussed the bid and decided to accept the bid. A motion was made to hire Elmer's Flag and Banner to repair our flagpole at the earliest convenience. Appling/Wheeler The motion was approved by all trustees present. **Quarterly HVAC Service** with McDonald Miller was discussed. This would be a quarterly service

that would clean units, change filters and keep them in good running order. The annual cost would be \$5364.00 + tax. A motion was made to begin this service to keep our units running properly. Wheeler/Starr The motion was approved by all trustees present. The need for **ceiling fans** has become apparent to the librarians, staff and patrons using the library. The peaked ceilings create a pocket for hot/cold air to linger above where it is needed. Ceiling fans will help to better circulate the air. We will be looking for quotes at our next meeting. **The Port of Woodland** has contacted **FVRL/YVLD** to propose a mini-split HVAC system to keep their rotor cool/warm during weather events. This request will be coming in the next few weeks for the board's consideration. Jay will need drawings and other information before we move forward with this tentative proposal.

7. **Local Security Contact.** The library needs a person involved in the library community to be the contact for our security firm. During times when the alarm is tripped or the power goes off or there is a real emergency, this person would be called and able to contact the proper authorities. Lesley Miller volunteered as she lives close by and understands the system.
8. **2024 YVLD meeting schedule** was presented to the board. Meeting dates will be the 2nd Thursday of March, May, August, October and November. The time was change to 3:00pm. Meetings will take place in the YVLD meeting room. A motion was made to accept these meeting dates and times for 2024. Wheeler/Starr The motion was approved by all trustee presents.
9. Jennifer Huan, Woodland librarian, reported the fundraising for the new Woodland library is going strong. There will be an event at **Beaches** restaurant in Vancouver on February 24, 2024. On April 227, 2024 a fundraising dinner at the Peterson Barn in Woodland Bottoms from 5-8pm. Tickets are available online or call 360-906-4700. The annual Bookmark contest has begun and the there are 5 categories in K-12. Lesley Miller, Yale Library, reported that she had 47 entries in the bookmark contest. The Girl Scouts are using the Community room for meetings and Yale students visit the library on the 1st Thursday for story time and crafts. Beth Ham has taken a position at Three Creeks Library in Vancouver. There will be a new assistant at the library soon.
10. **Public Comment:** There was no public comment.
11. **Board Comment:** Julie Starr inquired about forms for the value of donated books for the Book Nook. Jennifer will bring some to place in the holder next to the bookshelf. Donors will be responsible for filling out their own forms. Kathi Wheeler brought up the subject of annexing to FVRL. She would like to place this on the agenda for discussion at our next meeting.
12. **Adjournment:** The motion to adjourn the meeting was made at 4:28pm. Starr/Wheeler The motion was approved by all trustees present.

Respectfully Submitted,

 3/19/24

Kathi Wheeler, YVLD Secretary