



AGENDA FOR PUBLIC MEETING

DATE: Monday, October 21, 2024 at 6:00 pm
LOCATION: In Person: Ridgefield Community Library;
Allene Wodaeye Community Room
210 N Mail Ave, Ridgefield, WA 98642
Virtual: Zoom Link <https://us02web.zoom.us/j/3852820936>
Meeting ID: 385 282 0936 Passcode: 070150

1. **Call to Order**
2. **Agenda Approval** ACTION
3. **Chair Announcements** INFORMATION
4. **Public Comments (limit 2 minutes each)**
5. **Consent Agenda** ACTION
 - a. Approval of September 21, 2024 Board Retreat Minutes
 - b. Approval of September 21, 2024 Regular Meeting Minutes
 - c. Approval of claims – September 2024
6. **Reports**
 - 5.1 FVRL Organizational Report: Alicia Gomori, Jennifer Giltrop INFORMATION
 - 5.2 Ridgefield Community Library Report: Sean McGill INFORMATION
 - 5.3 Financial Statements, August 2024: Catrina Galicz ACTION
7. **Business**
 - 7.1 **Facilities and Finance Committee**

2025 Budget (1st Reading): Catrina Galicz, Jennifer Giltrop INFORMATION
8. **Board Comments** INFORMATION
9. **Setting for next regular meeting:** Monday, November 18 at 6:00 PM at
Woodland Community Library/Zoom
10. **Adjournment**

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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



Board of Trustees Meeting Minutes

9/21/2024 – 9:00 AM Annual Board Retreat
Battle Ground Community Library
1207 SE 8th Way, Battle Ground, WA 98604
Meyer Memorial Trust Community Room
In-Person

Kristy Morgan, *Chair*, Clark County At-Large
Vacant Seat, *Vice Chair*, Clark County At-Large
Marie Coffey, *Secretary*, Clark County At-Large
Mary Ann Duncan-Cole, Skamania County
Olga Hodges, Klickitat County
Mary Williams, City of Vancouver
Vacant Seat, City of Vancouver

Present Board: Kristy Morgan, Marie Coffey, Mary Williams, Olga Hodges

Absent: Mary Ann Duncan-Cole

Present Staff: Jennifer Giltrop, Executive Director; Alicia Gomori, Deputy Director; Justin Keeler, Outreach and Community Partnerships Director; Holland Christine, Branch Manager; Catrina Galicz, Finance Director; Andrea Scherer, Human Resources Director; Miranda Holtmann, Executive Assistant

AGENDA:

WELCOME- Jennifer Giltrop started the meeting at 9:21 a.m. and provided a brief overview of the agenda and presenters.

FVRL OVERVIEW AND PRIORITIES – At 9:26 p.m. Jennifer Giltrop provided the overview of the library district. Of the 7-member board, 2 board seats are currently vacant. Hopefully, these seats will be filled by November. Giltrop provided a reminder of ways public libraries strengthen communities; providing a public space which is open to all, access to information, access to digital technology, skills training, reading and lifelong learning, and providing staff to support these services and programs to the public. In reviewing the mission, vision, and values, Giltrop pointed out that these are not set in stone they are able to change with the times, but the overall meaning will largely stay the same. Giltrop spoke to the perceptions of the public library. Those perceptions are shaped by the public's experiences, though perceptions are not always based on fact. The public comes with a spectrum of values, which is not the place of the library to change. The library has the power to change experiences of the public's perception of the library through interactions. The more people who have cards and use their cards, those are library supporters who will want to ensure the library's financial success.

2024 has been a year of transition with a number of transitions in the administration team.

Jennifer Giltrop provided an overview of the key priorities and opportunities.

- Update strategic plan: The current plan is set to end in December 2024. This would be a 12-to-18-month process, given the size of the district. The first step would be to draft and release Request for Proposal (RFP) document to secure a consultant for the project. The project would include engaging stakeholders and the community as well as gathering focus groups and surveys of the community, both card holders and non-card holders.
- Facilities master plan: The last plan was written in 2013. This is something that could be done in tandem with the strategic plan as far as surveying the community. Look at where outlets might be needed in the region. FVRL has a diverse mix of ownership/lease arrangements. The population in the service area has grown by over 100,000 since the last plan with an additional 50,000 people expected over the next 5 years.
- The Levy Lid lift
- Funding the new Washougal Community Library
- On-going services efficiency and analysis reviews

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- Customer service excellence with each interaction.

Marie Coffey asked which properties were leased vs owned. Giltrop and Catrina Galicz provided a brief run-through on the ownership/lease arrangements of each branch.

At 10:04 a.m. there was a short, unscheduled break. The meeting resumed at 10:09 a.m.

DISTRICT DEBT/FINANCING OPTIONS, DISCUSSION – At 10:09 Duncan Brown of PFM Financial Advisors presented on Bond Basics. Brown provided an overview of what bonds are — if a local government borrows money, it's probably a bond. Municipal bonds are different than corporate bonds in that many qualify for tax exemption, the lenders do not have to pay federal income tax on the interest from the lender. Municipal bonds typically have semiannual interest payments and annual principal payments, the two added together are termed “debt service.” However, many municipal bonds are structured with level annual payments.

Two types of debt available to library districts; Limited tax general obligation bonds (LTGO) and unlimited tax general obligation bonds (UTGO) bonds. LTGO bonds are repaid through existing resources (including regular property tax levy) and an authorized by the board adopting a bond resolution. UTGO bonds are bonds that go to the voter and require 60% voter approval with a voter turnout requirement of 40%. UTGO bonds come with their own “excess” property tax levy which is unlimited. UTGO bonds are low risk for the lender but they can be difficult to get passed. UTGO debt is limited by what voters are willing to approve while LTGO debt is more meaningfully limited by existing resources available to pay debt service.

Kristy Morgan asked if this was related to the levy lid lift. Giltrop clarified that this bond discussion is separate from the levy lid lift which will be discussed later during the retreat.

Olga Hodges asked if the library had any of these. Duncan responded that the library does not have either of these bonds.

Library Capital Facility Areas (LCFAs) authorized by RCW 21.15 is another tool for library districts to “localize” the financing of new facilities. This is what FVRL used for the Vancouver LCFA (bonds outstanding through 2028) and Three Creeks (bonds paid off). Only taxpayers within the area of the LCFA pay for UTGO bonds issued by the LCFA. Governed by three members of the county council/board; administered by the library district. LCFAs require a supermajority (60%) within the proposed LCFA boundaries.

Morgan asked how the TIF affects this. Duncan responded that none of these options are impacted by TIF, only regular levies are affected by TIF.

Morgan asked if there were requirements about when to spend the money if voters approved it. There is no statute of limitations, its more with consistency of what voters authorized through the vote.

Giltrop wrapped up the conversation stating that this is knowledge is useful to understand the options available when it comes to building new libraries or funding facility initiatives. When it comes to looking for money for operations, that is where the levy lid lift will come into play.

At 11:00 a.m. there was a scheduled break. The meeting resumed at 11:12 a.m.



5 -YEAR FINANCIAL PROJECTIONS – At 11:12 a.m. Catrina Galicz presented the 5-year financial projections. Property taxes account for 93% of the revenue or more when ignoring one-off revenue such as significant Yale capital, insurance reimbursements, or grants for capital through the Foundation. Other routine revenue sources include other taxes, small grants and contracts, charges for services, one-off situational revenue. Of expenses, the most significant operating expense is wages and benefits which accounts for 65-68% of the operating budget year over year. Wages grow based on inflation, union agreements, stipends and increases or changes to staffing structures. Likewise benefits grow based on inflation and those that are percentage-based rise with wages. Other operating expenses include, library books (13%), general supplies (5%), and other services/charges (17%) this includes professional services, insurance, utilities, IT licensing and maintenance costs, etc.

Galicz presented a look back at historical trends 2019 - 2023 which included actual revenues vs expenses for the district. Revenue trends show that 92-95% of revenue was generated from property tax. Intergovernmental revenue includes the Yale Capital reimbursements for which Jennifer Giltrop added more context for the board on that arrangement. Average operating expenses during this period came to \$24.7M. The average Capital expenses during this period was \$3.8M with many one-off costs for example the old operating center flooding issue, current operating center purchase/remodel, Ridgefield, Woodland and Yale. Capital outlay does not just mean a new building it's also for funds to maintain facilities.

2023 was the first year that total operating and capital expenditures were greater than the revenues in the timeframe analyzed.

Galicz presented the Property Taxes vs Operating Expenses 2019 – 2023 pointing out that this chart removes capital expenditures. Revenues between 2020-2023 showed an average year over year increase of 2.75% which comes from the 1% regular increase plus new construction. Averages of the other revenue were inconsistent due to large, one-off events, as discussed. The total operating expenditures for the same period averaged a 3.78% per year increase, outpacing revenue by 1%.

The operating expense decreased (8%) during 2020 over 2019 which has helped the district sustain to this point. That decrease came from decreased hours of operations (decreased wages with little to no special pay and positions that remained unfilled), decrease in supply spend, and decrease in professional services as performers at branches not occurring in 2020. Post-COVID FVRL has not restored library branch hours to pre-COVID levels. There was an uptick in cost of supplies coming out of reserves. Expense increases started to outpace revenue increases by an average of 1% (2020 - 2023).

Galicz presented 2023 Actual to Draft 2025 budget impact data. This data transitions from actual (2023) to budget (2024/2025). The amended 2024 budget increased operating expenses over 2023 Actuals by 16% or \$4.1M increase, \$3.4M of which is associated with wages/benefits. 2024 wage/benefit expenses Actuals were impacted by a variety of factors including the vacancy of Director and Deputy Director positions (6+ months) and union negotiations. The 2024 budget increase in wages specifically associated with the Collective Bargaining Agreement stipends was partially offset by increased planned use of reserves (\$400k) and decreases in other operating expense areas. The drafted 2025 budget increased over 2024 amended budget by \$1.9M or 6.5%, \$1.4M (or 71%) of this is associated with wages/benefit increases. Percentage of other operating categories in 2024 and 2025 are in line with historical and expected. The draft 2025 capital budget assumes significant decrease over 2024 associated with Woodland branch and totals \$2.2M associated with VA deck and various refresh efforts.

The impact on reserves in 2024 amended budget stands at \$4.4M, none of which is recurring, it is one time. Looking at 2025 budget as it is drafted today, also expecting \$4M use of reserves. This would be the first time that the budget is expected to pull for reserves for operating expenses.

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Looking ahead 2026-2030, Galicz presented the 2025 -2030 operating and capital budget forecast (inflation adjusted) projections with total sources (revenue) and total uses (expenses). This model is not realistic to the extent that it assumes absolutely no capital expenses. Assuming no changes in expenses, this model shows that 90-day reserve test is not met in 2026 with current revenue/expense trajectory (this will impact out month to month ability to pay vendors/staff timely). Neither 60- or 90-day reserve test met in 2027 with current revenue/expense trajectory (making it impossible to pay vendors/staff timely).

Coffey asked about the prospect of the TIF could be relied on. Galicz pointed out that with conservative budgeting the growth of 1% is all that can be relied on. Although actuals have shown some slightly higher growth, projecting what can be reliably expected, the safer bet is that 1%.

Hodges asked if this was known that this was coming. This was a predicted eventually. The financials show that COVID likely staved off this eventuality but the trends show a rise in expenses that would make this a bridge that would need be crossed.

Morgan commended Galicz for the way she presented this information and how easily digestible she made this complex information.

At 12:13 p.m. Giltrop called for a break until 12:45 p.m. The meeting resumed at 12:48 a.m.

LEVY LID-LIFT OVERVIEW, OPTION, DISCUSSION— At 12:48 p.m. Jennifer Giltrop presented an overview of the levy lid-lift. In 2001 Washington voters approved initiative 747 which limits property tax increases to 1% per year. Annual levy rates are calculated as follows prior year levy + 1% + new construction + state assessed utilities = New Levy. All FVRL tax payers pay the same levy rate. There are two limits, 1% constitutional limit and \$5.90 limit on local districts. If either of those limits are exceeded, then the junior taxing district levies involved must be reduced through pro-rationing. A taxing jurisdiction that is collecting less than its maximum statutory levy rate may ask for a simple majority of voters to “lift” the total levy amount collected from current assessed valuation by more than the 1% while not exceeding the statutory rate. The maximum a library can ask for is \$0.50. All levy lid lifts require a simple majority of 50% plus one for passage.

Giltrop outlined the definitions and compared the different types of levy lid lift options; single-year lifts, multi-year lifts, single-year permanent lifts, temporary single-year lifts, multi-year temporary lifts and multi-year permanent levy lid lift.

The last levy lid lift was approved by voters in 2010. Prior to that a lift hadn't been asked for since 1993. The 2020 lid lift was \$0.50/\$1,000 TAV in 2010. The 2024 rate is \$0.27/\$1,000 TAV. In 2010 when the last lid lift was on the ballot, voters approved an increase from \$0.38 to \$0.50/\$1,000. Giltrop shared the ballot language from the 2010 as well as the election result numbers for the ballot by county. The language that goes into a ballot is subject to rules and requirements. There are now 100k more people in the service area than there were in the 2010 election.

Giltrop touched briefly on assessment vs levy rate. Once the revenue amount is determined, then it is divided by the assessed value to determine the levy rate. The levy rate cannot exceed \$0.50. When the assessed valuation increases, the levy rate is reduced to collect the calculated revenue amount. When assessed valuation decreases the levy rate is increased to collect the calculated levy amount.

Giltrop touched on the Tax Increment Financing (TIF), a financing tool that local governments in Washington State—defined as cities, town, counties, port district, or any combination thereof—can use to fund public infrastructure in targeted areas to encourage private development and investment. FVRL is a

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Jr. Taxing District with no option to opt in/out, growth taxes automatically get captured by the TIF areas for up to 25 years. Current TIF areas in FVRL district include Port of Vancouver, Port of Ridgefield, and City of Ridgefield.

Giltrop moved on to the considerations for timing for putting a levy lid lift on the ballot. Single-year lid lifts may be submitted to the voters at any special primary or general election. Multi-year lid lifts are limited to the primary or general election. Giltrop presented data on voter turnout history. April is typically when schools are on the ballot and it would be unwise to share that ballot. August is thought to be best chance to pass because August voters are those who vote in every election and those voters are generally supportive of libraries. Presumably this was the logic in 2010 when the last levy lid lift passed. Giltrop shared election dates in 2025 and 2026 and the deadlines to file a resolution from the board. There is a lot of work required before the filing of a resolution. The board would not only need to approve a resolution directing the county auditor to place the item on the ballot with approved language. The district will have to develop and have ready an explanatory statement to appear in the voters' pamphlet, a list of individuals who will serve on the "pro" and "con" committee to prepare statements for and against the measure in the voters' pamphlet and anything else required from each county's auditor's office. There will be a lot of work sessions.

There are costs associated with participating in an election to be seen on the ballot. The estimated FVRL election cost is \$280,000 for a general election in November and could be as much as \$600,000 for a special election. (Special elections tend to be more expensive because the more ballot measures there are, the lower the cost of the election per measure and special elections tend to have fewer measures.) These numbers are just to meet costs for the counties associated with being on the ballot, this does not include any outreach and communications costs. These estimated fees are not currently in the 2025 draft budget. According to policy, these fees would be an allowable expenditure to pull from reserves to cover.

Morgan asked if the levy lid lift were to get on the November 2025 ballot, will there be a guarantee that taxes in April would come in as revenue in April 2026? Galicz/Giltrop agreed to double confirm that understanding.

Giltrop closed her presentation with a review of the laws in Washington regarding the use of public facilities in election campaigns. State law prohibits the use of facilities of a public office to support or oppose a ballot measure or an election campaign for public office. These rules apply to all units of local government and their officials and employees, including counties, cities, towns, transit districts and other special districts. A local government can prepare objective and neutral presentation of facts concerning a ballot measure. For example, details could be provided to citizens concerning the financial impact of an initiative on the local government, such as how revenues would be affected by its passage. Care must be taken that the information is presented in a fair, objective manner. Simply, FVRL and representatives including the board can provide people information about the ballot and the factual information about it, but cannot tell people how to vote.

Should the board decide to move forward with seeking a levy lid lift, the immediate next steps and priorities would be; mapping out timelines of target election dates, confirming the April 2026 receipt of funds if passed, and reviewing the budget in October with an eye towards earmarking possible funds to get on the ballot.

Going back to the morning session and the key priorities for FVRL that Giltrop outlined, there is a need to create strategic priorities and a facility master plan. In an ideal situation FVRL would have those already when going to the voters to outline what the library's goals. However, as Galicz's presentation showed, there is not that luxury of time. On the positive side, the process of getting out in the community to gather

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feedback and survey the public about the library for those two projects, as well as the 75th anniversary of the district, will bring public awareness and dialogue to the library leading up to the levy showing up on the ballot.

Public member in attendance and former board member, Jane Higgins, pointed out additional context of the challenges the district has faced since the last levy lid lift, having to move operations out of the old headquarters building, having a flood that ruined records and equipment, then COVID and keeping everyone employed. All along, there was a general understanding that this day would eventually come for a need to lift the levy lid.

Galicz then asked the board to look at the operating and capital budget reforecast with a .50 levy lid lift document from her presentation with the reminder that in these numbers currently include zero capital expenditures, which is why the model looks so flush. Given the cost to be on the ballot, the amount of time and energy required to be on the ballot, it is most cost-effective to ask for the full \$0.50.

Giltrop spoke to the importance of the messaging and education in bringing this financial situation to the staff. Everyone — administration, the board, and staff — will need to be on the same page as to the needs and the key initiatives moving forward.

The board thanked Giltrop for being so transparent about the necessity and urgency of this matter. Coffey thanked Galicz for demystifying the financials and the transparency.

Hodges asked about how the cultural conflicts affecting the library will affect the levy lid lift once on the ballot. That is a very nuanced question. Giltrop spoke to ways the library can address that, programming standards, staff training in improving adhering to the library values and sharing with the community the services that FVRL provide. Heavy messaging in telling stories to help the public understand that the library is there for them. Strike a balance of messaging where each branch's community has different needs but the services that the library provides to the public is universal to the district. Share stories of how, in a world of divisiveness, FVRLibraries bring community together.

BOARD ROUNDTABLE – BOARD ROLES/EXPECTATIONS, Q&A – At 2:56 p.m.

Giltrop presented the Trustee Ethics and Responsibilities Policy. Given the priorities that were discussed today and the work ahead, the board can expect that more will be asked of them in the year ahead. Morgan stressed the importance of showing up to do the work. Hodges spoke to the positive changes she has seen since joining the board thanks to the leadership of Giltrop and administration.

Giltrop thanked the board and the staff for their time and attention, as well as the members of the foundation and the public who joined for today's retreat.

There being no further agenda items for the retreat at 3:07 p.m. the chair called for a break before regrouping for the regular meeting to commence at 4:00 p.m.



Board of Trustees Meeting Minutes

9/21/2024 – 4:00 PM Regular Meeting
Battle Ground Community Library
1207 SE 8th Way, Battle Ground, WA 98604
Meyer Memorial Trust Community Room
Hybrid/In-Person

Kristy Morgan, *Chair*, Clark County At-Large
Vacant Seat, *Vice Chair*, Clark County At-Large
Marie Coffey, *Secretary*, Clark County At-Large
Mary Ann Duncan-Cole, Skamania County
Olga Hodges, Klickitat County
Mary Williams, City of Vancouver
Vacant Seat, City of Vancouver

Present Board: Kristy Morgan, Marie Coffey, Mary Williams, Olga Hodges

Absent: Mary Ann Duncan-Cole

Present Staff: Jennifer Giltrop, Executive Director; Alicia Gomori, Deputy Director; Justin Keeler, Outreach and Community Partnerships Director; Holland Christine, Branch Manager; Catrina Galicz, Finance Director; Andrea Scherer, Human Resources Director; Miranda Holtmann, Executive Assistant

Remote Access: <https://us02web.zoom.us/j/3852820936> • Meeting ID: 385 282 0936 • Passcode: 070150

Fort Vancouver Regional Library Business Meeting Minutes

AGENDA:

1. **CALL TO ORDER** - Chair Morgan called the meeting to order at 4:00 p.m.
2. **AGENDA APPROVAL** – At 4:02 p.m., Marie Coffey made a motion to approve the agenda as amended with item 9 reflected as an action item. Mary Williams seconded. Motion approved with 4 out of 4 votes.
3. **CHAIR ANNOUNCEMENTS** – No announcements, the board has been meeting since 9:00 a.m. for their board retreat.
4. **PUBLIC COMMENTS** – At 4:03 p.m. public comments began with the following speakers:
Tiffany Heine of Vancouver made a public comment about Drag Queen Storytime.
Jane Higgins of Battle Ground made a public comment to welcome the board and the administration.
Randy Schmidt of Clark County made a public comment about Drag Queen Storytime.
Gary Wilson of Clark County a public comment to thank board for their service and that children are important.
Quill Onstead of Portland made a public comment about Drag Queen Storytime.
Jessica Cole of Battle Ground made a public comment about Drag Queen Storytime.
Margot Logan of Portland made a public comment about her book donation *Finding Angela Shelton*.
5. **APPROVAL OF CONSENT AGENDA ITEMS**– At 4:15 p.m. Mary Williams made a motion to approve the Consent Agenda. Marie Coffey seconded. Motion approved with 4 out of 4 votes.
6. **REPORTS**
 - 6.1. **ORGANIZATIONAL REPORT** – At 4:15 p.m. Alicia Gomori and Jennifer Giltrop provided the following highlights:
 - Alicia Gomori has been at FVRL for almost three months and is still in the process of getting out to visit each location and meeting with the frontline staff.
 - Cascade Park held a back-to-school clothing swap, a program that helps families with financial constraints swap to get kids new cloths for the school year. The branch also hosted a five-minute teen film festival in an effort to engage the teen demographic in creative ways.

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- Goldendale recently partnered with the Senior Services Advisory board and learned that Washington State Parks has free passes for seniors and those with disabilities which is something the branch can share with patrons in the community.
- The bookmobile appeared at the Klickitat County Fair and Rodeo.
- Ridgefield partnered with the YMCA doing lunches at Davis Park.
- Three Creeks and other branches have hosted teen escape rooms to capture the teen demographics.
- Jennifer Giltrop normally highlights statistics but as it has been a long meeting day opened the floor for the board to ask any questions about the number provided in the packet.
- Jennifer Giltrop highlighted the Foundation update that the Authors and Illustrator Dinner and Auction. There is still time to get tickets for the largest annual fundraiser for the library.

6.2 BRANCH REPORT: BATTLE GROUND COMMUNITY LIBRARY – At 4:20 p.m. Holland Christine, Branch Manager reported about the Battle Ground Community Library and the Yacolt Library Express. Holland gave thanks to the team at her branch and their investment in the community. Battle Ground was serviced by a bookmobile starting in 1941. The first Battle Ground Library opened in 1944 as a branch of Clark County. In 1959 the Battle Ground Library opened on Main Street. In 1981 the City of Battle Ground annexed to FVRLibraries. The new library opened in Battle Ground Village on May 15, 2009. The branch received a facilities refresh in 2019. The population of Battle Ground is 22,470 with 7,513 cardholders (33%). In 2023 the branch had 293 programs, 124,227 visitors and 248,603 checkouts.

The Yacolt Library Express opened in 20212 following the retirement of the Clark County bookmobile. The library is housed in a historic building and is open 7 days a week as a self-service location. Staff are on-site 24 hours per week. The Yacolt population is 1,670 with 797 (48%) cardholders. The branch has 29,363 visitors with 33,296 checkouts in 2023.

Holland presented on some of the branch programming and community partnerships. Summer at Your Library saw 1558 registered in Battle Ground and 227 registered in Yacolt. The branch offers three book groups per month. Master Gardens programs are very popular. The branch hosted a Resource Fair. The branch also hosts English conversation circles which help new English speakers casually learn English. Holland shared some of the staff activities and curated displays as part of the branch's organizational culture. Holland shared a list of the outreach events that the branch has participated in. Holland closed by sharing some of the events presented by the The Friends of Library group and thanked that group for their support.

6.3.1 FINANCIAL STATEMENTS – JULY 2024 – At 4:37 p.m. Catrina Galicz provided highlights for the month ending July 2024. Galicz pointed out that the adjustments that the budget adjustments the board made in July are reflected in the numbers presented.

July Statement of Cash: Cash in July is about \$850,000 lower than it was at the beginning of the year. The critical measure of the 60 – 90 days' worth of operational reserves target is currently exceeded. \$400,000 from the Washougal project was moved into operational reserves to cover the negotiated wage stipends.

July Statement of Revenue: Overall revenues are meeting or exceeding expectations. Property taxes are at 57% which is what is to be expected with the major payments coming in in April and October. Other taxes are exceeding year to date expectations. Intergovernmental grants and contracts are slightly below the 58% budget for this year. Miscellaneous revenue is tracking above expectations as Woodland money comes in to pay for Woodland expenses for the project.

July Statement of Expenses: Operating expenditures are meeting or exceeding the 58% year to date budget percent. Operating expenditures are 50% for personnel and under 50% for supplies, just under 53% for books and materials and 54% for other services and charges.

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RECEIVE AND FILE JULY 2024 FINANCIAL STATEMENTS – At 4:47 p.m. Mary Williams made a motion to receive and file the June financial statements. Marie Coffey seconded. Motion approved with 4 out of 4 votes.

7 BUSINESS

7.1 FACILITIES AND FINANCE COMMITTEE

- a. **Woodland Community Library Update:** At 4:42 p.m. Jennifer Giltrop provided an update on the Woodland Community Library project. The project is on target as far as budget, all the major work is done and furniture and equipment are being delivered. As the old building closes, movers will transition the collections to the new building on Tuesday. IT will relocate all of the technology from the old building to be repurposed and adding more, providing training for the staff along the way.

As the branch moves from a facility that didn't have a community room, where space next door in a separate facility had to be used and paid for, to a place with activity space of its own more programs will be happening throughout the week with more people being served. There are beautiful settings to enjoy the landscape. From adults, to teens, to children, every generation has a space in this library. Staff will also benefit from the improved workspaces at the location.

Dave Josephson, fleets and facilities director, has been key in managing throughout the project with the construction company, Bremick, and Hacker architects to make sure everything is done accurately. Jennifer Hauan, the branch manager of Woodland, has worked tirelessly from supporting the Friends of the Library activities to all the details that go into getting the library set up. Work is being finalized on a project that will bring the art installation in the Children's area designed by SuperFab to life through gamification that a senior seminar class at WSU Vancouver is producing this quarter.

All are invited to the Grand Opening at the Woodland Community Library for a ribbon cutting on Saturday, October 12th at 10 a.m.

7.2 POLICY AND NOMINATING COMMITTEE

At 4:47 p.m. Kristy Morgan brought forward the following policy changes for consideration.

- a. **Election of Vice-Chair (currently vacant):** Mary Williams made a motion to nominate Olga Hodges to the position of Vice-Chair. Marie Coffey seconded. Motion approved with 4 out of 4 votes.
- b. **Board Reimbursement Policy (2nd reading):** This is the second reading of the policies for adoption. The Board of Trustees reimbursement policy discussed in the August meeting spells out more clearly reimbursement for trustees regarding mileage, lodging, meals and other expenses that are legal within the duties as board of trustee members. Mary Williams made a motion to approve the Policy as stated. Marie Coffey seconded. Motion approved with 4 out of 4 votes.
- c. **Public Records Request Policy (2nd reading):** This policy is a total rewrite of our current Public Records Request Policy to ensure compliance with state law and best practices. It has been looked at by legal counsel as well as the State Attorney General's Office. This should bring us into compliance with public records requests and ask that this policy be adopted. Mary Williams made a motion to approve the Policy as stated. Marie Coffey seconded. Motion approved with 4 out of 4 votes.
- d. **Resolution 2024-08 Public Disclosure Indexing (2nd reading):** This is a resolution that recommended for approval as it's required under the law to declare public disclosure indexing as under and burdensome as required by RCW 42.56.070. What this means is that FVRL would not be required to create an index of every public record that's created within the library system because it would be unduly burdensome. Most public records requests that come in today are for records that are

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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



electronic and systems are in place for gathering and tracking those records. An index of every record that is created, however, is not possible for the library, so in order to be in compliance with the law this resolution needs to be adopted. Mary Williams made a motion to approve the Policy as stated. Marie Coffey seconded. Motion approved with 4 out of 4 votes.

8. **EXECUTIVE SESSION RE: Real Estate – RCW 42.30.110(1)(c)** At 4:53 p.m. Chair Morgan announced that the board of trustees would exit the room to go into executive session, to return at 5:15.

The Chair called the meeting back to order at 5:13 p.m.

9. **RESOLUTION 2024-09 SURPLUS AND SALE OF LAND** At 5:13 p.m. May Wilson made a motion to approve adopt Resolution 2024-09 Surplus and Sale of Land. Marie Coffey seconded. Motion approved with 4 out of 4 votes.
10. **BOARD COMMENTS** – Chair Morgan thanked Holland and the Battle Ground Community for hosting the meeting.
11. **NEXT REGULAR MEETING:** Monday, October 21, 2024 at 6 p.m. at the Ridgefield Community Library. It will be a hybrid (in-person/online) meeting.
12. **ADJOURNMENT** – At 5:15 p.m. Motion to adjourn moved by Mary Williams and seconded by Marie Coffey.

FORT VANCOUVER REGIONAL LIBRARY DISTRICT

Approval of Claims

As of

October 21, 2024

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, October 21, 2024 The Board of Directors, by a vote does approve for payment the following vouchers, warrants, voids, and electronic transfers issued

	September 1, 2024	through	September 30, 2024	
Accounts Payable Warrants Issued	Numbers	<u>120353</u>	Through <u>120510</u>	\$ 1,202,409.64
Accounts Payable EFT Payments		<u>EFT02220</u>	Through <u>EFT02252</u>	\$ 75,909.41
Accounts Payable Voids	Numbers	<u>EFT02236, 120509</u>		\$ (170.00)
Subtotal FVRL General Fund Warrants, EFTS, Voids				<u>\$ 1,278,149.05</u>
Payroll Electronic Fund Transfers	Numbers	<u>20240910</u>	Through <u>20240925</u>	\$ 1,028,807.00
Other Electronic Fund Transfers (Manual Payments) Completed				
<i>Vendor</i>	<i>Date</i>			<i>Amount</i>
ADP Payroll Fees	9/27/2024			\$ 4,865.54
Kaiser HSA	9/30/2024			\$ 16,644.01
Kaiser HSA Fees	9/30/2024			\$ 61.75
FNBO Visa	9/20/2024			\$ 18,262.29
WA DOR - Sales/Use Tax	9/23/2024			\$ 3,631.28
WA DOR - Unclaimed Property	9/30/2024			\$ 86.55
WA DRS - DCP	9/10/2024			\$ 4,452.42
WA DRS - DCP	9/25/2024			\$ 4,397.63
WA DRS - PERS	9/10/2024			\$ 85,212.25
WA DRS - PERS	9/25/2024			\$ 81,171.05
ENDICIA	9/4/2024			\$ 9,800.00
				<u>\$ 228,584.77</u>
Total Transactions for Approval				<u><u>\$ 2,535,540.82</u></u>



 DISTRICT LIBRARY - EXECUTIVE DIRECTOR



 DISTRICT LIBRARY - BOARD PRESIDENT

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
AFSC0001	Payment	9/6/2024	120353	AFSCME	2,675.87
AT&T0001	Payment	9/6/2024	120354	AT & T	476.29
BAKE0002	Payment	9/6/2024	120355	BAKER & TAYLOR	4,719.73
BAKE0003	Payment	9/6/2024	120356	BAKER & TAYLOR, INC	147.22
CARL0007	Payment	9/6/2024	120357	CARLSON TESTING, INC.	730.50
CARP0002	Payment	9/6/2024	120358	CARPENTER MEDIA GROUP OREGON	2,266.06
CDWG0001	Payment	9/6/2024	120359	CDW GOVERNMENT INC	1,814.84
CITG0002	Payment	9/6/2024	120360	CIT GROUP- DW LEASE	16,539.54
CITY0005	Payment	9/6/2024	120361	CITY OF NORTH BONNEVILLE	240.00
CLAR0004	Payment	9/6/2024	120362	CLARK PUD	3,521.51
CLEA0020	Payment	9/6/2024	120363	CLEAN WORLD MAIN - CP	1,648.00
COFF0003	Payment	9/6/2024	120364	COFFMAN ENGINEERS, INC	9,100.00
COLU0007	Payment	9/6/2024	120365	COLUMBIA HARDWARE	28.75
DEMC0001	Payment	9/6/2024	120366	DEMCO	189.46
DISC0002	Payment	9/6/2024	120367	DISCOUNT SCHOOL SUPPLY	1,013.94
EDNE0002	Payment	9/6/2024	120368	EDNETICS INC	14,902.78
EMBA0001	Payment	9/6/2024	120369	CENTURYLINK formerly Embarq	421.21
FIND0001	Payment	9/6/2024	120370	PLAYAWAY PRODUCTS, LLC	1,101.85
FORT0002	Payment	9/6/2024	120371	FVRL FOUNDATION	20.00
GALE0002	Payment	9/6/2024	120372	GALE GROUP	1,705.05
GBMA0001	Payment	9/6/2024	120373	GB MANCHESTER CORPORATION	643.79
GLAS0002	Payment	9/6/2024	120374	GLASPY, JEANNIE	30.15
GORD0004	Payment	9/6/2024	120375	GORDON REES SCULLY MANSUKHANI LLP	3,070.67
GREE0014	Payment	9/6/2024	120376	GREEN BUSINESS CERTIFICATION INC	3,100.02
GROO0003	Payment	9/6/2024	120377	GRO OUTDOOR LIVING	690.44
GROV0001	Payment	9/6/2024	120378	GROVER ELECTRIC AND PLUMBING	12.94
HACK0003	Payment	9/6/2024	120379	HACKER	26,852.22
HARR0001	Payment	9/6/2024	120380	HARRYS KEY SERVICE, INC.	409.80
HARR0002	Payment	9/6/2024	120381	HARRY'S LAWN & POWER EQUIPMENT	90.31
HOME0001	Payment	9/6/2024	120382	HOME DEPOT CREDIT SERVICES	999.37
HON0001	Payment	9/6/2024	120383	THE HON COMPANY	5,028.13
ICMA0001	Payment	9/6/2024	120384	ICMA RETIREMENT CORPORATION	7,292.75
INGR0001	Payment	9/6/2024	120385	INGRAM	18,909.21
JRTM0001	Payment	9/6/2024	120386	JRT MECHANICAL, INC	19,346.75
KAIS0001	Payment	9/6/2024	120387	KAISER FOUNDATION HEALTH PLAN	245,950.65
KANO0001	Payment	9/6/2024	120388	KANOPY LLC	7,623.00
KLIC0002	Payment	9/6/2024	120389	KLICKITAT COUNTY PUD	1,722.28
LABO0001	Payment	9/6/2024	120390	DEPT OF LABOR AND INDUSTRIES	114.10

LAKE0001	Payment	9/6/2024	120391	LAKESHORE LEARNING MATERIALS	143.40
LAZE0004	Payment	9/6/2024	120392	GISI MARKETING GROUP	242.21
LING0003	Payment	9/6/2024	120393	LINGUAVA	81.90
MIDW0001	Payment	9/6/2024	120394	MIDWEST LIBRARY SERVICE	118.70
MIDW0002	Payment	9/6/2024	120395	MIDWEST TAPE	16,100.22
MORG0004	Payment	9/6/2024	120396	MORGAN, KRISTINA	162.14
NATI0032	Payment	9/6/2024	120397	NATIONWIDE PREMIUM HOLDING	283.62
OFFI0001	Payment	9/6/2024	120398	OFFICE DEPOT CARD PLAN	859.64
PARK0008	Payment	9/6/2024	120399	PARKROSE HARDWARE/BLUE TARP	61.15
PLAT0001	Payment	9/6/2024	120400	PLATT ELECTRIC SUPPLY	145.04
RITC0001	Payment	9/6/2024	120401	RICHARD RITCHEY	375.00
ROBE0013	Payment	9/6/2024	120402	ROBERT HALF FINANCE & ACCOUNTING	13,998.00
RODD0001	Payment	9/6/2024	120403	RODDA PAINT CO	98.97
ROOF0002	Payment	9/6/2024	120404	ROOF CONNECT	3,663.21
ROSE0011	Payment	9/6/2024	120405	ROSE CITY UPHOLSTERY	1,320.70
SKAM0001	Payment	9/6/2024	120406	SKAMANIA COUNTY PUD #1	354.65
STAN0013	Payment	9/6/2024	120407	STANLEY CONVERGENT SECURITY SOLUTIONS, INC.	37.95
TFHU0001	Payment	9/6/2024	120408	TFH (USA) LTD	3,054.00
THYS0001	Payment	9/6/2024	120409	THYSSENKRUPP ELEVATOR CORP	3,829.65
TOWN0007	Payment	9/6/2024	120410	THE TOWN OF YACOLT	200.00
TSAI0001	Payment	9/6/2024	120411	TSAI FONG BOOKS, INC	813.15
ULIN0001	Payment	9/6/2024	120412	ULINE	829.39
UNUM0002	Payment	9/6/2024	120413	UNUM LIFE INS CO OF AMERICA	29,898.96
USAM0002	Payment	9/6/2024	120414	USA MECHANICAL	2,265.31
VANC0001	Payment	9/6/2024	120415	CITY OF VANCOUVER UTILITIES	768.93
VANC0025	Payment	9/6/2024	120416	CITY OF VANCOUVER- FINANCIAL SERVICES	6.00
VANC0037	Payment	9/6/2024	120417	VANCOUVER FALSE ALARM REDUCTION PROGRAM	20.00
WALT0001	Payment	9/6/2024	120418	WALTER E NELSON COMPANY	2,144.69
WAPI0001	Payment	9/6/2024	120419	WAPITI NW, LLC	908.41
WOOD0001	Payment	9/6/2024	120420	CITY OF WOODLAND	656.47
PADR0001	Payment	9/10/2024	120421	PADRIGO, PETER	1,391.49
ALLY0001	Payment	9/20/2024	120422	ALLYNS BUILDING CENTER	3.55
ALTA0003	Payment	9/20/2024	120423	ALTA LANGUAGE TESTING	308.00
AT&T0003	Payment	9/20/2024	120424	AT&T MOBILITY	2,007.39
BAKE0002	Payment	9/20/2024	120425	BAKER & TAYLOR	3,758.63
BATT0001	Payment	9/20/2024	120426	CITY OF BATTLE GROUND	1,145.90
BIBL0003	Payment	9/20/2024	120427	BIBLIOTHECA ITG, LLC	4,317.57
BITW0001	Payment	9/20/2024	120428	BITWARDEN INC	14,674.50
BREM0001	Payment	9/20/2024	120429	BREMIK CONSTRUCTION INC	413,837.30

CBMS0001	Payment	9/20/2024	120430	CBM SYSTEMS LLC - LC	399.11
CBMS0002	Payment	9/20/2024	120431	CBM SYSTEMS LLC - RI	1,896.17
CBMS0003	Payment	9/20/2024	120432	CBM SYSTEMS LLC - ST	1,072.14
CBMS0004	Payment	9/20/2024	120433	CBM SYSTEMS LLC - VM	1,387.14
CBMS0005	Payment	9/20/2024	120434	CBM SYSTEMS LLC - YAC	377.03
CBMS0006	Payment	9/20/2024	120435	CBM SYSTEMS LLC - YAL	628.75
CDWG0001	Payment	9/20/2024	120436	CDW GOVERNMENT INC	360.78
CENT0009	Payment	9/20/2024	120437	CENTURY LINK	70.55
CLAR0004	Payment	9/20/2024	120438	CLARK PUD	15,085.88
CLAR0026	Payment	9/20/2024	120439	CLARK REG WASTEWTR	152.94
CLEA0007	Payment	9/20/2024	120440	CLEAN WORLD MAINT-WS	1,943.61
CLEA0010	Payment	9/20/2024	120441	CLEAN WORLD MAINT-WA	326.51
CLEA0011	Payment	9/20/2024	120442	CLEAN WORLD MAINT-BG	3,065.28
CLEA0013	Payment	9/20/2024	120443	CLEAN WORLD MAINT - HQ	4,386.77
CLEA0017	Payment	9/20/2024	120444	CLEAN WORLD MAINT - TC	2,832.50
CLEA0018	Payment	9/20/2024	120445	CLEAN WORLD MAINT - VA	34,636.84
CLEA0020	Payment	9/20/2024	120446	CLEAN WORLD MAIN - CP	4,979.64
CODE0002	Payment	9/20/2024	120447	CODE 3 TRAINING	750.00
COLU0003	Payment	9/20/2024	120448	COLUMBIA RESOURCE COMPANY	21.59
COLU0007	Payment	9/20/2024	120449	COLUMBIA HARDWARE	8.17
COLU0024	Payment	9/20/2024	120450	COLUMBIA LANGUAGE SERVICES	525.00
COLU0032	Payment	9/20/2024	120451	COLUMBIA RIVER DISPOSAL	86.62
COMC0002	Payment	9/20/2024	120452	COMCAST INSTITUTIONAL NETWORKS	10,216.25
COWL0001	Payment	9/20/2024	120453	COWLITZ COUNTY PUD	518.61
EDGE0001	Payment	9/20/2024	120454	EDGE NETWORKS	7,000.00
EMBA0001	Payment	9/20/2024	120455	CENTURYLINK formerly Embarq	465.54
ESMO0001	Payment	9/20/2024	120456	ESMO	800.00
FIRE0003	Payment	9/20/2024	120457	FIRE SYSTEMS WEST, INC.	1,809.86
GALE0002	Payment	9/20/2024	120458	GALE GROUP	634.90
GOLD0003	Payment	9/20/2024	120459	CITY OF GOLDENDALE	529.83
GROO0003	Payment	9/20/2024	120460	GRO OUTDOOR LIVING	2,387.50
GROV0001	Payment	9/20/2024	120461	GROVER ELECTRIC AND PLUMBING	2.55
H2OR0001	Payment	9/20/2024	120462	H2OREGON	30.11
HACK0003	Payment	9/20/2024	120463	HACKER	21,115.63
HANO0001	Payment	9/20/2024	120464	HANOVER INSURANCE GROUP	371.00
ICMA0001	Payment	9/20/2024	120465	ICMA RETIREMENT CORPORATION	7,333.58
INGR0001	Payment	9/20/2024	120466	INGRAM	25,716.83
KETE0001	Payment	9/20/2024	120467	KETER ENVIRONMENTAL SERVICES INC	101.63
KLIC005	Payment	9/20/2024	120468	KLICKITAT COUNTY ER&R DEPT.	513.22

LACE0003	Payment	9/20/2024	120469	CITY OF LA CENTER	76.60
LAZE0004	Payment	9/20/2024	120470	GISI MARKETING GROUP	1,500.86
MIDW0002	Payment	9/20/2024	120471	MIDWEST TAPE	2,581.94
NORT0005	Payment	9/20/2024	120472	NORTHWEST NATURAL GAS COMPANY	2,287.10
OCLC0002	Payment	9/20/2024	120473	OCLC INC - RSC SHRG/MTDT/CTLG	15.26
OETC0001	Payment	9/20/2024	120474	OETC	28,246.73
OFFI0001	Payment	9/20/2024	120475	OFFICE DEPOT CARD PLAN	2,981.15
OREG0043	Payment	9/20/2024	120476	OREGON ELECTRIC GROUP	1,724.41
OVER0004	Payment	9/20/2024	120477	OVERDRIVE	21,927.74
PBS0001	Payment	9/20/2024	120478	PBS ENVIRONMENTAL (PDX)	6,871.05
PLAT0001	Payment	9/20/2024	120479	PLATT ELECTRIC SUPPLY	76.07
QUAD0001	Payment	9/20/2024	120480	QUADRANT45 LLC	800.00
QWES0001	Payment	9/20/2024	120481	CENTURY LINK formerly Qwest	4,326.04
REFL0001	Payment	9/20/2024	120482	REFLECTOR	500.00
REPU0001	Payment	9/20/2024	120483	REPUBLIC SERVICES #487	140.40
RIDG0005	Payment	9/20/2024	120484	RIDGEFIELD, CITY OF	214.56
ROBE0013	Payment	9/20/2024	120485	ROBERT HALF FINANCE & ACCOUNTING	16,065.75
RODD0001	Payment	9/20/2024	120486	RODDA PAINT CO	54.11
SKAM0002	Payment	9/20/2024	120487	SKAMANIA COUNTY PIONEER	114.00
SMAR0005	Payment	9/20/2024	120488	SMARSH	29.76
SOHA0001	Payment	9/20/2024	120489	SOHA SIGN CO INC	82.07
STEV0001	Payment	9/20/2024	120490	CITY OF STEVENSON	536.11
SWIN0001	Payment	9/20/2024	120491	SWINGRUBER, JURINDA	31.37
TDST0001	Payment	9/20/2024	120492	TDS TELECOM	498.24
TECT0001	Payment	9/20/2024	120493	ENAVATE MANAGED SERVICES, INC	489.15
THYS0001	Payment	9/20/2024	120494	THYSSENKRUPP ELEVATOR CORP	480.88
ULIN0001	Payment	9/20/2024	120495	ULINE	1,045.00
USAM0002	Payment	9/20/2024	120496	USA MECHANICAL	4,358.87
VANC0026	Payment	9/20/2024	120497	VANCOUVER FAMILY MAGAZINE	685.00
VERI0002	Payment	9/20/2024	120498	VERIZON	2,285.92
VERI0004	Payment	9/20/2024	120499	STERLING VOLUNTEERS	553.46
WALT0001	Payment	9/20/2024	120500	WALTER E NELSON COMPANY	639.52
WASH0049	Payment	9/20/2024	120501	CITY OF WASHOUGAL	17.22
WAST0001	Payment	9/20/2024	120502	WASTE CONNECTIONS INC	4,872.39
WAVE0001	Payment	9/20/2024	120503	ASTOUND BROADBAND POWERED BY WAVE	2,558.63
WHEE0006	Payment	9/20/2024	120504	WHEELERCREEK STUDIO INC.	90.00
WHIT0001	Payment	9/20/2024	120505	CITY OF WHITE SALMON	182.11
WOOD0001	Payment	9/20/2024	120506	CITY OF WOODLAND	907.58
ZAYO0001	Payment	9/20/2024	120507	ZAYO GROUP, LLC	6,471.14

ZIPL0001	Payment	9/20/2024	120508	ZIPLY FIBER	376.42
PCASHWD	Payment	9/27/2024	120509	WD PETTY CASH CUSTODIAN	70.00
PCASHWD	Payment	9/26/2024	120510	WD PETTY CASH CUSTODIAN	70.00

Subtotal Warrants **\$ 1,202,409.64**

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ALLE0011	Payment	9/6/2024	EFT02220	ALLEGIANCE BENEFIT PLAN MGMT - CONTR	2,766.68
ALLE0014	Payment	9/6/2024	EFT02221	ALLEGIANCE BENEFIT PLAN MGMT - FEES	110.50
BEAM0002	Payment	9/6/2024	EFT02222	BEAM, KARA	150.00
CLOU0001	Payment	9/6/2024	EFT02223	66 DEGREES, LLC	65.22
COFF0002	Payment	9/6/2024	EFT02224	MARIE COFFEY	383.05
CRUZ0003	Payment	9/6/2024	EFT02225	CRUZ, BRANDON	13.40
GARN0002	Payment	9/6/2024	EFT02226	GARNER, LESLIE	120.75
GOLD0015	Payment	9/6/2024	EFT02227	GOLDSBY JR, MICHAEL DELMAR	400.00
GUND0003	Payment	9/6/2024	EFT02228	MOLLY GUNDERSON	177.53
KATH0001	Payment	9/6/2024	EFT02229	KATHY'S JANITORIAL - KATHLEEN L WHITNER	1,224.00
LEXA0001	Payment	9/6/2024	EFT02230	REBECCA LEXA	625.00
NORT0056	Payment	9/6/2024	EFT02231	NORTH PACIFIC MANAGEMENT	12,155.00
OCAS0001	Payment	9/6/2024	EFT02232	ANGEL OCASIO'S COMEDY	2,380.00
ROWE0001	Payment	9/6/2024	EFT02233	VICTORIA ROWE	3,025.00
SHRE0001	Payment	9/6/2024	EFT02234	SHRED NORTHWEST, LLC	130.44
STOE0001	Payment	9/6/2024	EFT02235	STOEL RIVES LLP	513.50
THUR0001	Payment	9/6/2024	EFT02236	THURINGER, COURTNEY ROSE	100.00
VARG0002	Payment	9/6/2024	EFT02237	SAVANNAH VARGAS	53.75
WEST0004	Payment	9/6/2024	EFT02238	US CENTENNIAL VANCOUVER MALL LLC	9,732.18
CASC0010	Payment	9/20/2024	EFT02239	CANOPY	526.00
CHRI0011	Payment	9/20/2024	EFT02240	CHRISTIE, HOLLAND	26.45
CLOU0001	Payment	9/20/2024	EFT02241	66 DEGREES, LLC	244.58
GETP0001	Payment	9/20/2024	EFT02242	GET PROGRAM	472.32
HELL0003	Payment	9/20/2024	EFT02243	HELLE, SUSAN	12.73
KATH0001	Payment	9/20/2024	EFT02244	KATHY'S JANITORIAL - KATHLEEN L WHITNER	306.00
MAGL0001	Payment	9/20/2024	EFT02245	MAGLIN CORPORATION	6,695.39
MART0015	Payment	9/20/2024	EFT02246	MARTIN, ELIZABETH	16.75
PAIR0001	Payment	9/20/2024	EFT02247	PAIR SOFT	14,598.41
QUIP0001	Payment	9/20/2024	EFT02248	THE QUIPU GROUP, LLC	6,524.00
SILK0001	Payment	9/20/2024	EFT02249	SILKTIDE INC.	4,914.00
THUR0001	Payment	9/20/2024	EFT02250	THURINGER, COURTNEY ROSE	100.00
WEXB0001	Payment	9/20/2024	EFT02251	WEX BANK	4,404.41
WPEA0001	Payment	9/20/2024	EFT02252	WPEA	2,942.37
Subtotal EFT's					\$ 75,909.41

Vendor ID	Document Type	Void Date	Document Number	Vendor Name	Document Amount
THUR0001	Payment	9/6/2024	EFT02236	THURINGER, COURTNEY ROSE	(100.00)
PCASHWD	Payment	9/27/2024	120509	WD PETTY CASH CUSTODIAN	(70.00)
Subtotal Void Transactions					\$ (170.00)
Subtotal FVRL General Fund Warrants, EFTS, Voids					\$ 1,278,149.05
Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ADP0001	Payment	9/30/2024	REMIT000000000114559	ADP	4,865.54
KAIS0005	Payment	9/30/2024	REMIT000000000114563	KAISER HSA	16,705.76
VISA0002	Payment	9/30/2024	REMIT000000000114564	FNBO Visa	18,262.29
WASH0007	Payment	9/30/2024	REMIT000000000114560	WASHINGTON DEPT OF REVENUE	3,717.83
WASH0013	Payment	9/30/2024	REMIT000000000114561	WASH DEPT OF RETIREMENT SYSTEM	175,233.35
ENDI0001	Payment	9/30/2024	REMIT000000000114562	Endicia	9,800.00
Subtotal Other ACH Debit Transactions					\$ 228,584.77
Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ADP001	Payment	9/10/2024	Payroll Pay Date 9.10.2024	ADP-Net Payroll Wages (DD)	385,274.22
ADP001	Payment	9/10/2024	Payroll Pay Date 9.10.2024	ADP-Net Payroll Wages	1,647.37
ADP001	Payment	9/10/2024	Payroll Pay Date 9.10.2024	ADP-Federal Payroll Taxes	126,082.97
ADP001	Payment	9/10/2024	Payroll Pay Date 9.10.2024	ADP-Oregon Payroll Taxes	3,552.39
ADP001	Payment	9/10/2024	Payroll Pay Date 9.10.2024	ADP-PFML Taxes	4,060.57
ADP001	Payment	9/10/2024	Payroll Pay Date 9.10.2024	ADP-WA Cares Fund Taxes	2,996.97
ADP001	Payment	9/10/2024	Payroll Pay Date 9.10.2024	OR Transit Tax	53.38
ADP001	Payment	9/10/2024	Payroll Pay Date 9.10.2024	Other Withholdings (Garnishment)	473.60
Subtotal - 1st Pay Period					\$ 524,141.47
ADP001	Payment	9/25/2024	Payroll Pay Date 9.25.2024	ADP-Net Payroll Wages (DD)	368,695.14
ADP001	Payment	9/25/2024	Payroll Pay Date 9.25.2024	ADP-Net Payroll Wages	2,626.66
ADP001	Payment	9/25/2024	Payroll Pay Date 9.25.2024	ADP-Federal Payroll Taxes	122,662.06
ADP001	Payment	9/25/2024	Payroll Pay Date 9.25.2024	ADP-Oregon Payroll Taxes	3,374.75
ADP001	Payment	9/25/2024	Payroll Pay Date 9.25.2024	ADP-PFML Taxes	3,922.80
ADP001	Payment	9/25/2024	Payroll Pay Date 9.25.2024	ADP-WA Cares Fund Taxes	2,902.72
ADP001	Payment	9/25/2024	Payroll Pay Date 9.25.2024	OR Transit Tax	50.91
ADP001	Payment	9/25/2024	Payroll Pay Date 9.25.2024	Other Withholdings (Garnishment)	430.49
Subtotal - 2nd Pay Period					\$ 504,665.53
Total Payroll for September					\$ 1,028,807.00
Total Disbursements					\$ 2,535,540.82



Organizational Report: Highlights from September 2024

Board of Trustees Meeting
October 21, 2024



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Battle Ground Community Library

- 10,436 people visited the branch in September with 8 curbside patrons.
- Preschool storytime returned with a total attendance of 257 in six sessions; Baby storytime welcomed 49 over three sessions; Adult book discussion welcomed 11 attendees.
- Read Aloud Crowd read *Cornbread & Poppy* by Matthew Cordell and discussed the book. Tween book group read *The Serpent's Secret* by Sayantani Dasgupta.
- The branch hosted the first field trip of the school year. 60 first graders, teachers and parents from Yacolt visited the branch, got library cards, learned about caring for their items and explored the library.
- The branch hosted a number of events throughout the month; an American Red Cross program called "Even War Has Rules," a program on Alzheimer's, virtual English Conversation Circles, virtual Spicy Romance and hybrid LGBTQ+ book discussions, and a Travelogue series.
- The Summer at your Library winners collected their prizes.



- MAK Leather Goods hosted two workshops where patrons made dog collars and belts. One teen declared that her new belt was her "most prized possession."
- The branch manager went to Battle Ground High School and talked about research techniques with two classes. Students learned about online databases, how to phrase a query, and how to site sources. The branch did outreach with two Head Start classrooms at Captain Strong elementary, taking to students and the site director.
- In September, the branch hosted the annual board retreat and the meeting of the board of trustees.

Cascade Park Community Library

- September saw 20,598 patrons visit the branch with 30 curbside deliveries. 2 one-on-one tech help appointments were performed and 2 people were 3D certified.
- There were many tabling events in September; the Peace and Justice Fair, the Veterans Stand Down event and a tabling opportunity at Fred Meyer. Staff also did outreach at the Boys and Girls Club.
- The Teen 5 Minute Film Festival was another hit this year. 40 people showed up for the premiere of the films. This district-wide program showcases the talent of our teens and shows the community their work. Entries can be viewed [here](#).



- Poetry workshops continue to have steady attendance. Master Gardeners Houseplants 101 drew 20 people on a Saturday afternoon. Staff coordinated a water color painting class. ChessNuts, a monthly chess gathering, continues to have strong attendance.
- Staff facilitated a Cycle of Memory Film and Director Q &A. These programs help those who have issues with memory and their families.

Goldendale Community Library

- The Branch manager presented at Centerville School's teacher meetings on resources available for teachers and students at the library.
- Sara Behrman, guest author of *The Sea Hides a Seahorse*, gave a fun storytime with a surprise guest ukulele followed by a craft enjoyable for all ages.
- New Teen Council meeting began with a quiet fizz. Teens brainstormed ways to better engage with teens.
- A storytime focused on favorite foods included a craft to help kids express themselves.



- In September all DSHS offices in Washington were tasked to host a Facing Fentanyl event on 9/20. In Goldendale, this was held in the library. There was a lecture, Narcan training, and other information provided.
- The Coalition for Preventing Abuse in Klickitat County and Washington Gorge Action Programs held their monthly community event in the library with the library providing Legos.
- It has been a busy month of trainings for staff. Bookmobile drivers received a training and the Clinical Project Manager at Klickitat Valley Health trained all staff on Narcan.
- A false alarm was sounded prompting a visit by the fire department. The experience provided an impromptu training for staff.

La Center Community Library

- Youth book discussion groups started this month with ice cream socials. Everyone made sundaes and picked up books for the October discussion.
- Two quilting programs were held this month with guest teacher and active Friends of the Library member, Judy Canter. Judy and her granddaughter led a tween program where attendees made a beautiful quilted sunflower. There was also a kids program where kids could choose what sort of quilted animal to make and turned them into magnets at the end of the program.
- The ceramics and books theme this month was unicorns.



- In partnership with the La Center Arts Council we were able to bring Susan Dingle to La Center for a poetry and writing workshop. Attendees listened to the Clark County poet laureate read some of her work. The group had discussions about what they felt connected to in different poems, then generated and shared their writing with the group. Everyone participated and shared something, including what drew them into a particular piece. She left us with a framed community poem created at the Arts Fair that we will hang upstairs.
- This month we partnered with the Alzheimer's Association to bring in a speaker to talk about early onset Alzheimer's and Dementia. The folks who attended were very grateful to hear about all the resources that were available to them.
- Staff facilitated a virtual session of Craft & Chat, which reaches patrons who cannot get to branches for in-person programming.

Ridgefield Community Library

- The branch staffed a booth at the Multicultural Festival on September 7 with a couple of simple craft activities. A Kimono Fashion Show took place at the library in the Community Meeting Room. Our people count was over a thousand for the day.
- In September both the Red Cross and Alzheimer's' Association presented programs.
- At the Build It! Siege Weapons event on September 14 participants built miniature working trebuchets and catapults, experimented with a variety of techniques and materials to increase range or force, and tried them out at Davis Park.
- The Homeschool Meetup on September 17 had attendance of 19. Attendees were very excited about the binding machine. There's a new energy around this program as evidenced by an email from an attendee offering to do a mini-lesson focusing on beginning Spanish at the next Meetup. The Friends helped set-up for this program.
- On September 20th a class of first graders from Union Ridge Elementary came to the library for a story and to get library cards.
- On September 28 staff led a program on building plastic water bottle greenhouses that will be a drop in program running from 10:30 AM-4:30 PM. The plan is to build 3 greenhouses which will be donated to Union Ridge Elementary, South Ridge Elementary, and Ridgefield High School.



Stevenson & North Bonneville Community Library

- Stevenson Carson School District was awarded free books from the Washington Rural Library Project following a nomination from the Branch Manager. The books will primarily help build the Wind River Middle School library which has been empty since they moved back into their current building a few years ago.
- Trout Lake Hall hosted one of the Humanities Washington events, UFO Northwest. There was a decent turnout for the middle of a Thursday, with 25 attendees.
- Branch manager visited the Recovery Café at the United Methodist church in Stevenson.
- Staff visit Rock Cove Assistant Living twice a month to check out books to residents and restock their Read Return Repeat collection.

Skamania County Bookmobile

- Skamania County Bookmobile started up its fall schedule.
- One major change is rearranging Tuesdays to accommodate roughly twice as much time/students at Carson Elementary. Since Stevenson-Carson School District had to make significant cuts to their budget, students that had previously been spread between two elementary schools are now all at Carson. These are new students to the bookmobile, as the closed elementary was walking distance to Stevenson and not served by the bookmobile. This school is one of the three Title 1 schools that the bookmobile serves.
- Access for tribal members continues twice a month at Bonneville and weekly at White Salmon sites, and our stop in Glenwood moves to the school which is another of the Title 1 schools and is also on Yakama Nation land.
- The bookmobile has made monthly visits to the Farmers market this season, introducing many people to the bookmobile, and providing a place for customers and vendors to cool off during the summer as well.

Three Creeks Community Library

- The branch started a new partnership with the Hazel Dell Educational Opportunities for Children & Families (ECOF) location. Staff will visit once a month to present storytimes to two different classes, including a craft. This is in addition to the storytime outreach with VPS partners - Lakeshore Elementary, Hazel Dell Elementary, and Eisenhower Elementary
- September saw the return of many programs, including 8 weekly storytimes (3 of which are outreach storytimes in the community), Vroom in the Room and Homeschool Hangout. In celebration of Library Card month our homeschool hangout featured activities, crafts, and resources centered around the library. Parents were provided assistance getting educator cards and learn about educational resources while students made their own books, designed bookmarks, and made library card pouches. The event ended with a scavenger hunt for kids to explore the library and locate various resources and materials in the library.
- Local artist Blue Bond is displaying works in September and October



- A family matinee of the movie IF included free popcorn, coloring pages, and a big book of Ifs for patrons to use while creating their own Imaginary Friend.
- On October 22 there will be a volunteers appreciation get-together for the Friends volunteers at the library.

Vancouver Community Library

- All Early Childhood Education and Assistance Program (ECEAP) locations the branch visits monthly have chosen to continue hosting visits this school year. Minnehaha has asked for an additional monthly visit to expand this service to their afternoon-only class.
- The branch is partnering with Goodwill to offer ESL Classes and Citizenship classes which continue to be very well attended.
- The first Adventures in Art class had 15 eager attendees who created gel monoprints.
- The VA Library Instagram account hit 4,000 followers in September.



- The branch observed Hobbit Day, a celebration of Bilbo and Frodo's birthday on September 22nd. The library hosted trivia, a costume contest, flower wreath making, a drawing/coloring prompt for little one, a screening of The Fellowship of the Ring and a curated selection of Tolkien-related titles for patrons to check out. Over the course of four hours the library hosted a whopping 92 visitors to The Shire. Many visiting Hobbits of all ages left with huge smiles and took that time to thank staff on their way out.
- The C street window displayed creations and pictures from La Casita Art Gallery and Cultural Center for Hispanic Heritage Month (September 15 – October 15), a local downtown Vancouver Artist Collective that celebrates art, culture and community. La Casita is the only Latin-founded, led, and operated art gallery and cultural center in southwest Washington. The items featured are a dress made of tamal husks and headdress (large display), and portraits of the collective artists dressed like la Catrina (longer window to the right of the big window). La Catrina, the lady skeleton, has become the "referential image of Death in Mexico" and commonly represents Día de los Muertos.

Vancouver Mall Community Library

- Vancouver Mall did an outreach to Little Beginners Preschool. It is an excellent opportunity to interact with people who might have little interact with the library. Staff offered two storytimes and provided information about the library to both the kids and the teachers.
- Staff created a fantastic Oregon Trail program where the participants got to play a “life-size” version of the Oregon Trail video game. Those who did not survive the trip got to make buttons detailing their cause of death. On the first run, there were no survivors; the second run went much better, and everyone survived.



- The branch manager tabled at Orchards Elementary’s “Back to School” celebration and handed out books to kids and participating in their celebration. I gave away all but three of the books I brought.
- This month, the Mall had its third annual CouveCon, a mall-wide pop culture event that brought thousands of people to the mall. Almost 300 people came to FVRL tables outside of the library to either make buttons, do crafts, or repair their costumes.



Washougal Community Library

- A STEM activity was held at Recovery Cafe outreach. Participants learned about basic circuitry with paper circuits and made light up greeting cards.
- Geologist, Kenneth Moss, came to the library to talk about geology for our monthly STEM program. He brought various rock collections and kids got to break open their own geodes. Both kids and adults enjoyed learning about geology and rocks.
- Kids and parents got the opportunity to learn about the art of mosaics and made a paper mosaic in our monthly art program



White Salmon Valley Community Library

- School is back in session, which means the afternoons, particularly on Mondays which is early release day, full with about 15-20 teens.
- Back to school also means that regular programming has returned. 21 teens joined us for September Game Night which featured several "Minute to Win It" type group challenges in addition to the typical video games, board games and the button maker.
- The Senior Branch Supervisor has been invited by the National Honor Society teacher/advisors to do a short presentation on Teen Council and teen volunteering. She has also been invited to speak with several classes of high school students to share information about library databases and electronic resources.
- September was a successful Build It! with 12 creators collaborating on their projects.
- The Community Reads Artist Reception was held in Sept. 21 pieces of art were displayed in the gallery, all inspired by one of two books, *Crow Talk* by Eileen Garvin and *Gifts of the Crow* by Dr. John Marzluff. About 25 folks attended enjoying refreshments from Bieniventis and music provided by Chrales Crosman.
- A new cooperative project with The Friends of the Library, the Washington Gorge Action Program (WAGAP) mobile food bank, the library, and local teens is set to begin. The Friends will be buying materials needed for "experience kits", designed and packaged by the teens, and distributed through both the library and the food bank. The first session of packaging kits engaged 10 teens to the library to help.



Woodland Community Library

- There was a good bye open house for the old library which brought over 40 patrons to the library. The Friends provided refreshments. The event included speakers who told stories, shared historical photos and celebrated the history of the building. Patrons were prompted the question “What is your first memory of this building?” The variety of stories ranging from walking over from the nearby neighborhood every week as a young child to helping paint the interior in the 1970s were delightful to hear and share.
- It was exciting when the final decision was made that Saturday, October 12, 2024, would be our Grand Opening Day! Staff all pitched in and moved out of the old building officially on Tuesday, September 24th. Unpacking, shelving, and finding places for all the stuff has been a good challenge. The training and learning how to use the new equipment and building systems was possible due to the transitional closure.



- The branch welcomed two new part-time Senior Library Assistants. One started in August has presented successful storytimes before closing for the move. The other adjusted to the “happy chaos” of the move and will add his interested and skills in film-making, gaming, writing and art into the programming lineup in 2025.

Yacolt Express Library

- The Yacolt Library welcomed about 2,585 patrons in September
- The Wednesday and Friday craft workshops continue to be a big hit. The September theme was “Back to School” with alphabet and number themed crafts. 129 patrons participated.
- The 2024 Summer at your Library stats are in and Yacolt had 75 Early Learners, 101 Kids, 18 Teens, and 33 Adults participate this year, for a grand total of 225. This is up from last year's total of 191. Summer at your Library 2024 winners received their Grand Prize baskets.
- Staff attended a training webinar on Prejudice, and Coaching Staff on de-escalation.

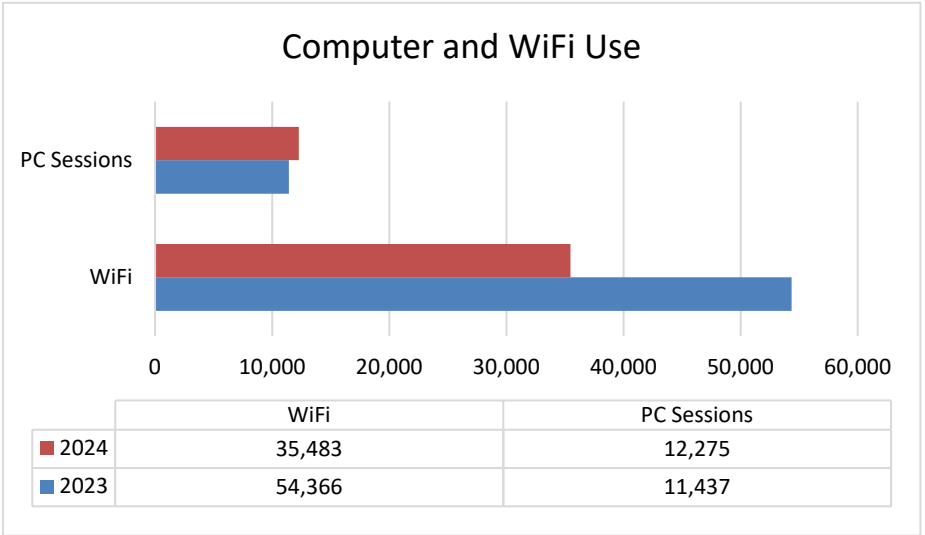
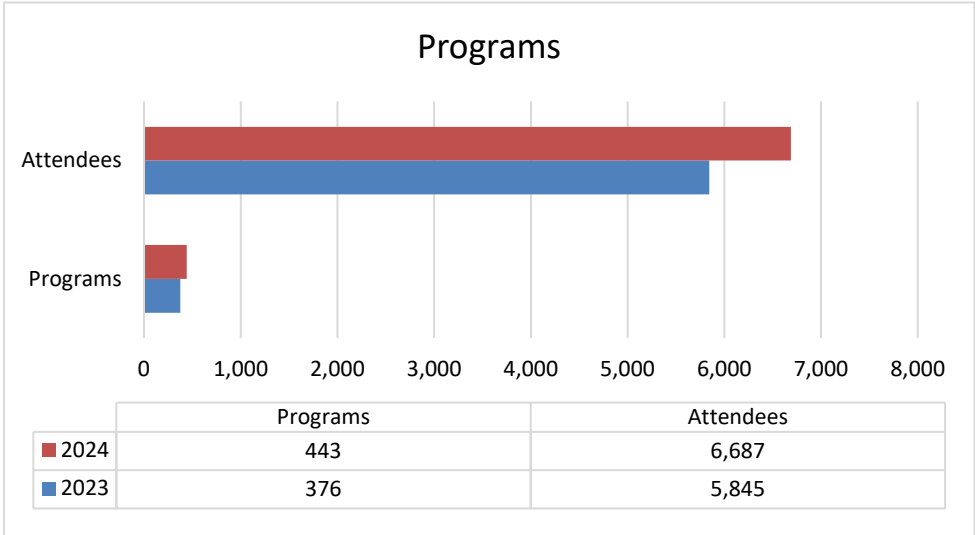
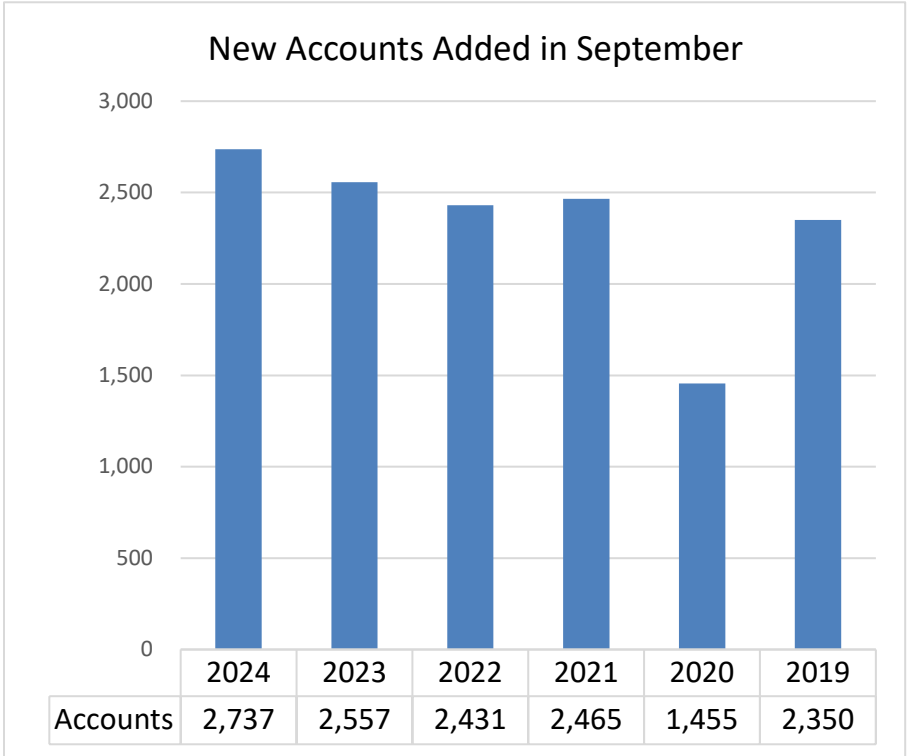
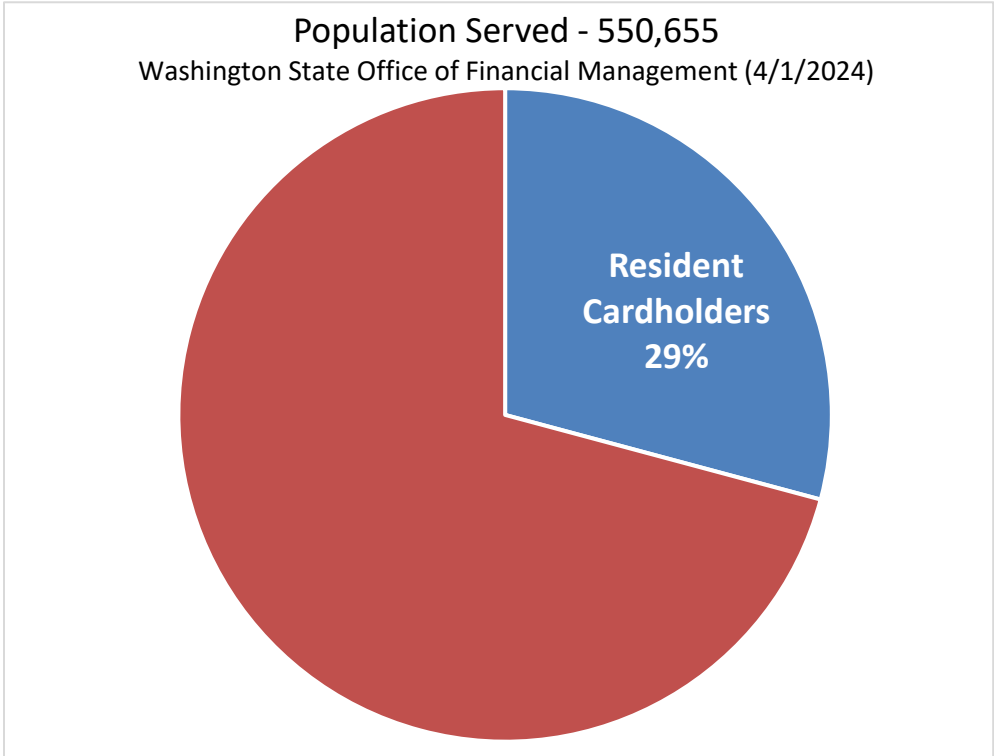


Yale Valley

- Yale Valley welcomed over 900 patrons in the month of September.
- The library featured new non-fiction titles and picture books featuring school busses and back to school. Staff created a Magic School Bus art piece for the children's area window.
- Staff completed first aid and CPR training. Branch manager completed webinar training on prejudice and coaching staff on de-escalation.



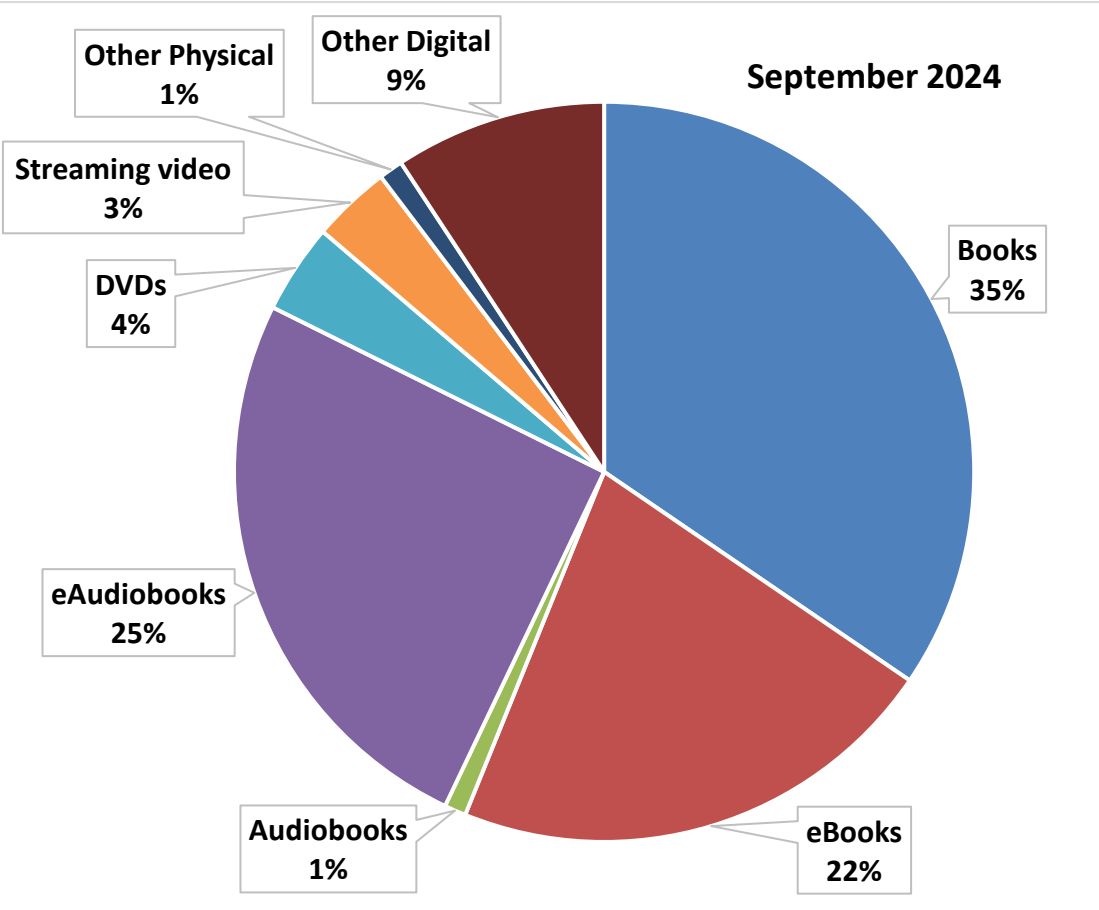
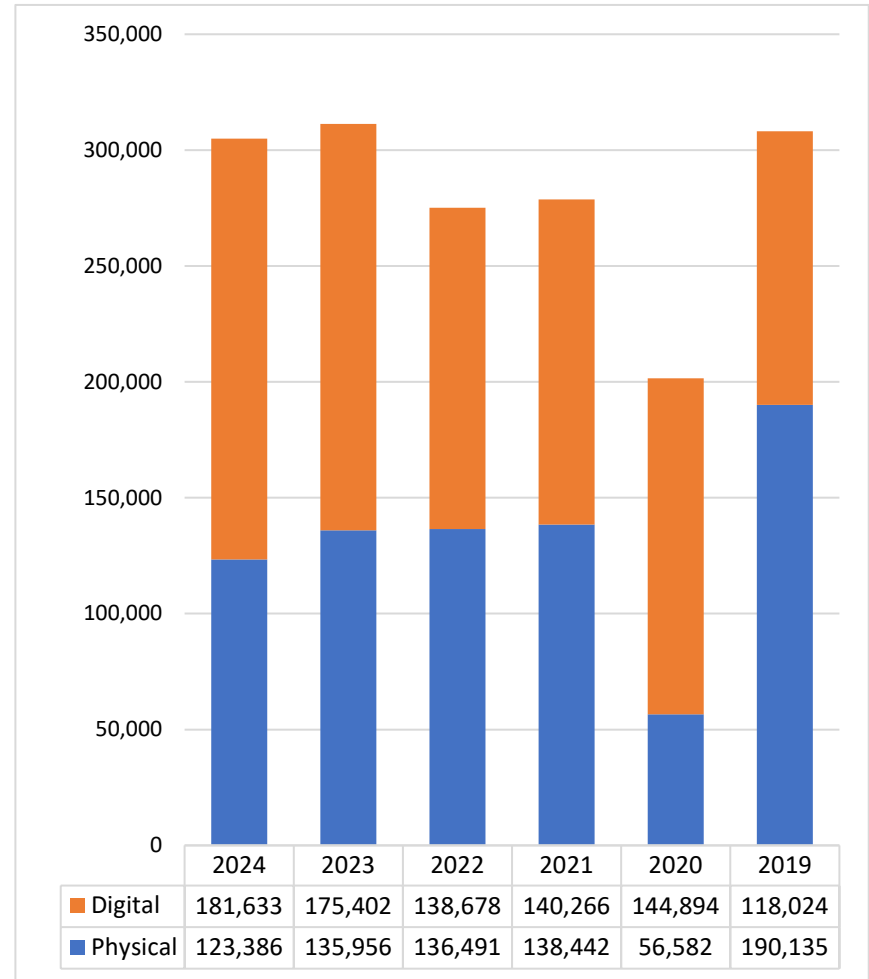
September 2024 – Cardholders, Programs, and Technology Use



Collection Use – September 2024 - Checkouts by Item Format

Categories	2024	2023	2022	2021	2020	2019
Books	105,328	115,629	114,983	115,422	47,430	144,959
eBooks	65,867	65,135	55,982	56,575	66,513	47,310
Audiobooks	2,889	3,620	3,908	4,133	1,707	7,418
eAudiobooks	77,046	67,535	56,138	51,056	46,663	40,445
DVDs	11,957	13,504	13,951	15,280	6,618	32,148
Streaming video	10,493	11,326	7,890	8,949	8,746	4,917
Other Physical	3,212	3,203	3,649	3,607	827	5,610
Other Digital	28,227	31,406	18,668	23,686	22,972	25,352
Totals	305,019	311,358	275,169	278,708	201,476	308,159

Physical & Digital Collection Checkouts 2019-2024



Other Physical includes magazines, games, kits, music, Chromebooks, and miscellaneous items.

Other Digital includes magazines and streaming music.

September 2024 – Total Circulation

	Sep 2024			Sep 2023			Change		
	Checkout	Renew	Total Circ	Checkout	Renew	Total Circ	Checkout	Renew	Total Circ
Battle Ground	19,489	19,281	38,770	20,569	21,777	42,346	-5.3%	-11.5%	-8.4%
Klickitat Bookmobile	502	148	650	610	212	822	-17.7%	-30.2%	-20.9%
Skamania Bookmobile	574	313	887	712	264	976	-19.4%	18.6%	-9.1%
Cascade Park	25,782	30,389	56,171	29,354	34,324	63,678	-12.2%	-11.5%	-11.8%
Goldendale	2,955	2,683	5,638	3,405	2,684	6,089	-13.2%	0.0%	-7.4%
Green Mountain		32	32		28	28	0.0%	14.3%	14.3%
La Center	2,863	2,593	5,456	3,206	2,684	5,890	-10.7%	-3.4%	-7.4%
North Bonneville	76	103	179	178	149	327	-57.3%	-30.9%	-45.3%
Ridgefield	4,831	5,103	9,934	4,977	5,835	10,812	-2.9%	-12.5%	-8.1%
Stevenson	2,091	1,560	3,651	2,224	1,959	4,183	-6.0%	-20.4%	-12.7%
Three Creeks	22,661	21,785	44,446	22,747	22,503	45,250	-0.4%	-3.2%	-1.8%
Vancouver	24,462	35,650	60,112	27,095	36,968	64,063	-9.7%	-3.6%	-6.2%
Vancouver Mall	3,816	5,210	9,026	4,601	5,819	10,420	-17.1%	-10.5%	-13.4%
Washougal	3,489	3,610	7,099	4,296	4,099	8,395	-18.8%	-11.9%	-15.4%
Woodland	2,139	1,703	3,842	2,937	2,407	5,344	-27.2%	-29.2%	-28.1%
White Salmon Valley	4,076	3,671	7,747	5,090	4,219	9,309	-19.9%	-13.0%	-16.8%
Yacolt	2,681	2,249	4,930	2,627	2,148	4,775	2.1%	4.7%	3.2%
Yale	302	355	657	478	409	887	-36.8%	-13.2%	-25.9%
Books by Mail	544	301	845	850	378	1,228	-36.0%	-20.4%	-31.2%
Operations Center/ILL	189	90	279	223	128	351	-15.2%	-29.7%	-20.5%
Total - Physical	123,522	136,829	260,351	136,179	148,994	285,173	-9.3%	-8.2%	-8.7%
Digital Collections	181,633	0	181,633	175,402	0	175,402	3.6%		3.6%
Grand Total	305,155	136,829	441,984	311,581	148,994	460,575	-2.1%	-8.2%	-4.0%

■ Physical checkouts ■ Physical renewals ■ Digital checkouts

SEP 2023

136,179

148,994

175,402

SEP 2024

123,522

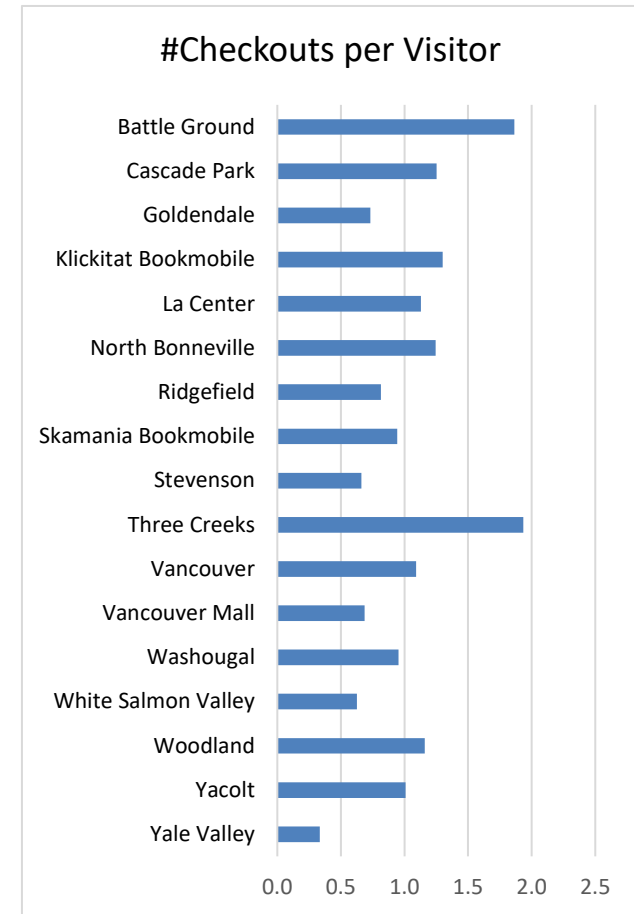
136,829

181,633

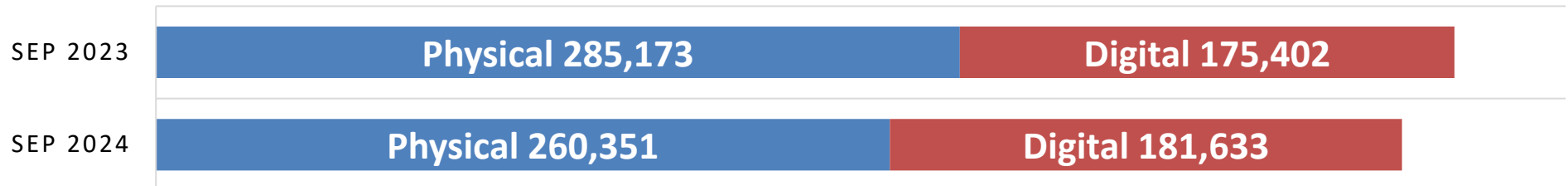
September 2024 – Total Circulation and Visitors

Location	September 2024		September 2023		Change	
Location	Total Circ	Visitors	Total Circ	Visitors	Total Circ	Visitors
Battle Ground	38,770	10,463	42,346	10,427	-8.44%	0.35%
Cascade Park	56,171	20,598	63,678	21,891	-11.79%	-5.91%
Goldendale	5,638	4,037	6,089	3,544	-7.41%	13.91%
Klickitat Bookmobile	650	386	822	487	-20.92%	-20.74%
La Center	5,456	2,535	5,890	2,268	-7.37%	11.77%
North Bonneville	179	61	327	91	-45.26%	-32.97%
Ridgefield	9,934	5,926	10,812	6,219	-8.12%	-4.71%
Skamania Bookmobile	887	609	976	680	-9.12%	-10.44%
Stevenson	3,651	3,169	4,183	3,374	-12.72%	-6.08%
Three Creeks	44,446	11,718	45,250	11,627	-1.78%	0.78%
Vancouver	60,112	22,391	64,063	25,152	-6.17%	-10.98%
Vancouver Mall	9,026	5,557	10,420	5,782	-13.38%	-3.89%
Washougal	7,099	3,662	8,395	3,989	-15.44%	-8.20%
Woodland	3,842	1,846	5,344	2,989	-28.11%	-38.24%
White Salmon Valley	7,747	6,518	9,309	6,223	-16.78%	4.74%
Yacolt	4,930	2,661	4,775	2,099	3.25%	26.77%
Yale Valley	657	902	887	646	-25.93%	39.63%
Green Mountain	32	No Visitors	28	No Visitors	14.29%	No Visitors
Books by Mail	845	No Visitors	1,228	No Visitors	-31.19%	No Visitors
Operations Center/ILL	279	No Visitors	351	No Visitors	-20.51%	No Visitors
Location Total	260,351	103,039	285,173	107,488	-8.70%	-4.14%
Digital Collections	181,633		175,402		3.55%	
Grand Total	441,984		460,575		-4.04%	

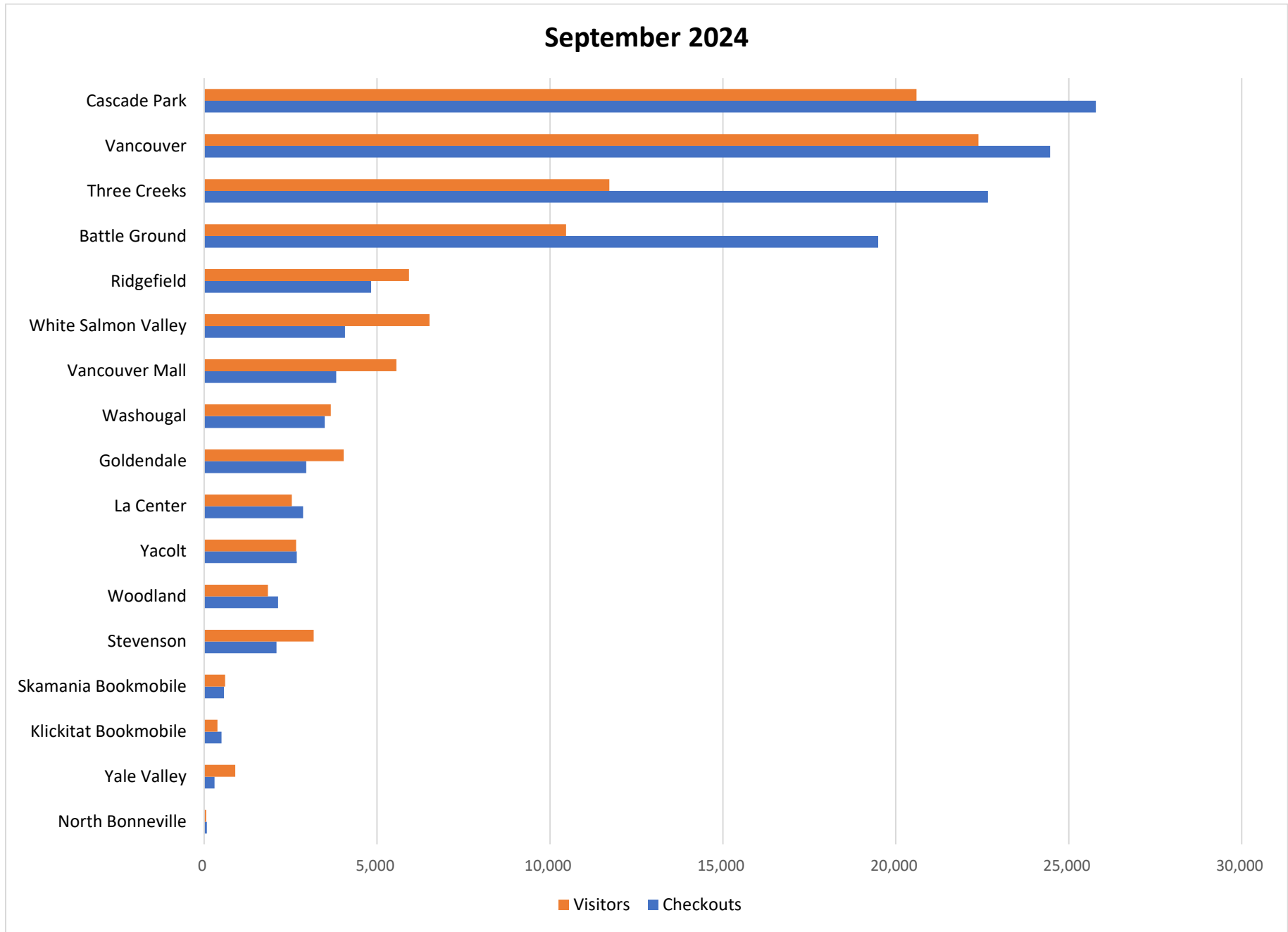
Woodland closed September 23 – 30 for move to new building

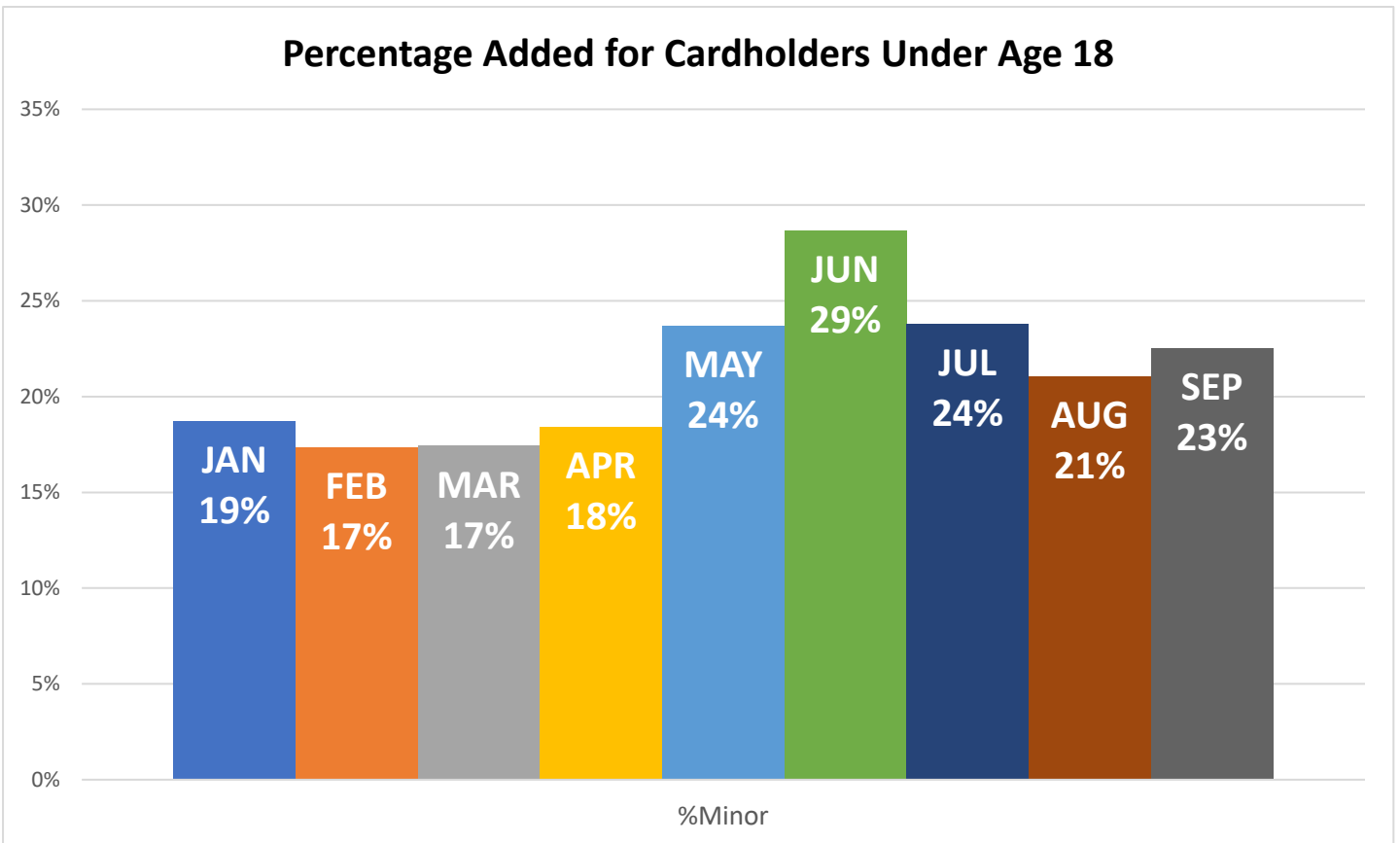
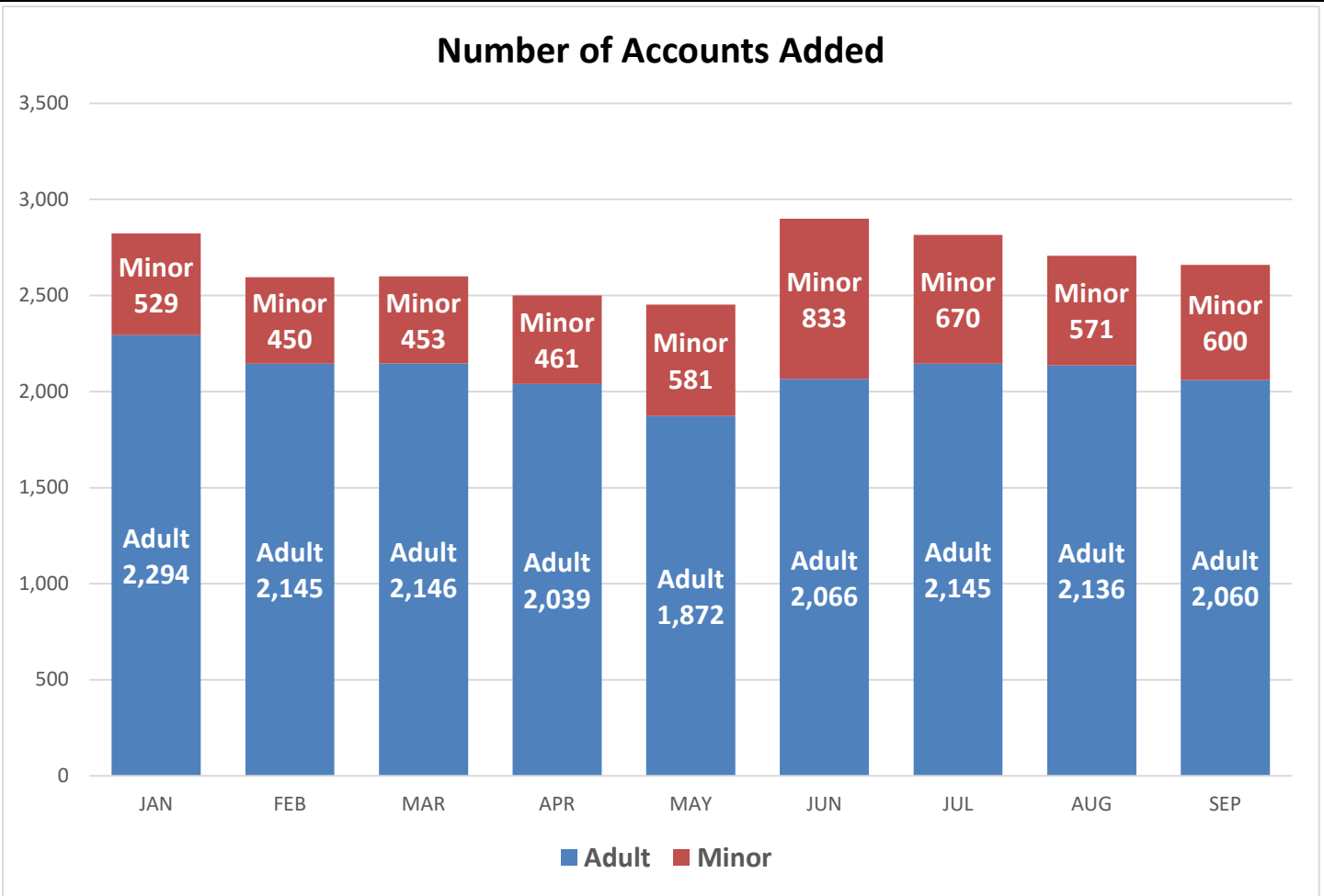


TOTAL CIRCULATION



September 2024 – Library Activity: Checkouts and Visitors by Library







Foundation Update

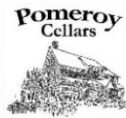
Thank You

to all our sponsors, volunteers and guests for making our **2024 Authors & Illustrators Dinner** a huge success!

Presented by



With generous support from



Friends of Cascade Park Community Library • Paul Montague Tax Preparation • The Columbian University Village • Total Merchant Concepts, Inc.

Thank you to our generous sponsors of this year's Authors & Illustrators Dinner & Silent Auction!

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 Yard 'n Garden Land

Upcoming Events

Monday, October 21

[FVRL Trustee Meeting](#)

Hybrid: Ridgefield Community Library
and Zoom

6:00pm–8:00pm

Thursday, October 24

[FVRL Foundation Board Meeting](#)

FVRL Foundation Office

3:00pm–4:00pm

Saturday, November 2

[Friends of La Center Book Sale](#)

Wheel House Community Center,
1000 E 4th St, La Center

10:00am–2:00pm

Saturday, November 9

[Friends of Three Creeks Annual Booktique Sale](#)

Three Creeks Community Library

10:00am–4:00pm

Monday, November 18

[FVRL Trustee Meeting](#)

Hybrid: Woodland Community Library
and Zoom

6:00pm–8:00pm

Building Campaigns and Cornerstone Pledges

Washougal has 47 Cornerstones,
2 Stepping Stones, 3 Keystones,
2 Capstones, and 1 naming
opportunity.

Woodland has 40 Cornerstones,
6 Stepping Stones, 9 Keystones,
4 Capstones, and
28 naming opportunities.

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

How Board Members Can Help

–Spread the word about the Fred
Meyer Rewards program:

fredmeyer.com/i/community/community-rewards

The New Woodland Library is Open!



The new 7,560 square-foot Woodland Community Library is now open after years of planning, hard work, and the support of local and state organizations and individuals. This beautiful new building provides meeting and study rooms, public computers, comfortable seating indoors and out, an enhanced collection of materials, and much more!

The New Gravity Wonderwall at the Goldendale Community Library



Thanks to a generous memorial gift, the Goldendale Community Library has a new Gravity Wonderwall—and it is already a hit! This financial gift will also enable a visit from the OMSI Science Bus for Goldendale patrons and students.

FVRLibraries

Ridgefield Community Library

2024 Board Report



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Welcome to the Ridgefield Community Library



- New building opened July 9, 2021
- 8,000 square feet



Staff



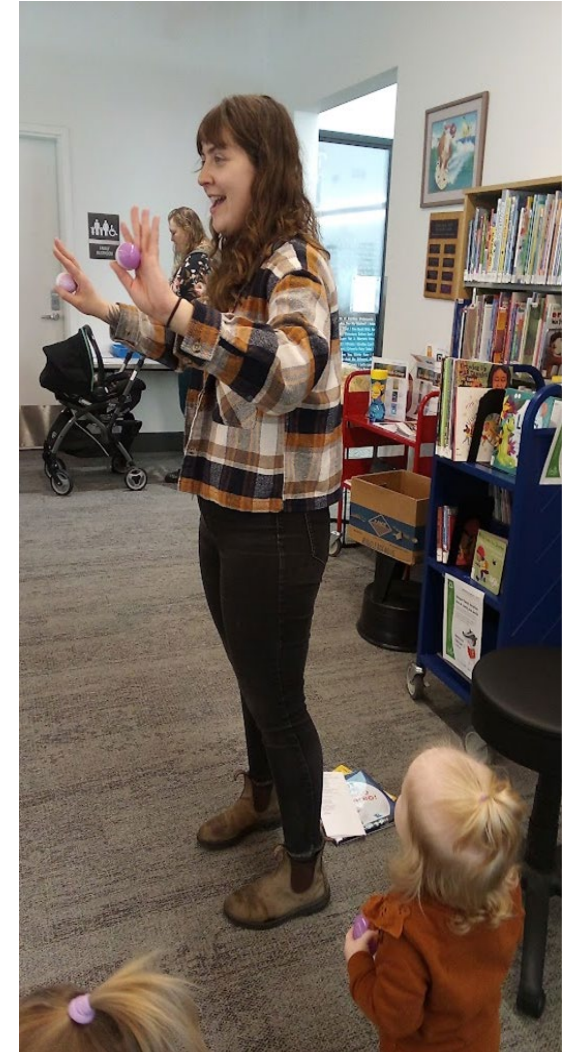
Tammy, Senior Library Assistant;
Anne-Laurie, Public Services Assistant



Heather, Public Services Assistant; John, Senior Library
Assistant; Marilyn, Senior Branch Supervisor

Programing

- Storytime
- Bilingual Storytime
- Music and Movement



Clark Cowlitz Fire and Rescue Storytime



Programing

- Build It!
- Dungeons & Dragons
- Wreath Making
- Fiber Arts
- English Conversation Circle



Programming



Bookmark Contest 2024



Plastic Bottle Greenhouses

Summer at Your Library



Submarine Display



Teen Escape Room



Window Painting Contest



Community Engagement



Homeschool Meetup



Community Resource Fair

Outreach in Ridgefield

- South Ridge Elementary
- National Night Out
- View Ridge Middle School Spring Festival
- Ridgefield High School
- Back to School Bash
- Multicultural Festival
- Ridgefield Early Learning Center
- Compassion 360



Friends of the Library

- Provide & serve refreshments at library events
- National Night Out
- Trunk or Treat
- Readings at Union Ridge and South Ridge Elementary
- Main Street's Wine Walk
- Meet Me on Wednesday
- Pumpkin painting



STORYBOOK
ADVENTURES



Thank you

Fort Vancouver Regional Library District
Statement of Cash
For the Month Ending August 2024 (With year-to-date totals)

December 31, 2023 Ending Cash Balance	19,056,296
Year-to-date Revenue Received	19,790,563
Year-to-date Expenditures	(23,383,530)
Adjustment for accrued expenditures	167,418
Cash Balance August 31, 2024	<u><u>\$ 15,630,747</u></u>

	Operational Reserves as of July 1, 2024	Net Operational Activity August 2024	Year-to-Date Totals thru August 2024	Operational Reserves as of August 31, 2024
Operational Reserve (Unassigned)	<u>\$ 8,715,870</u>	<u>(1,986,389)</u>	<u>(3,425,549)</u>	<u>\$ 8,855,954</u>
Target: Operational Fund > 60 to 90 days of annual operational budget				

	Reserves as of July 1, 2024	August 2024 Expenditures	Year-to-Date Totals thru August 2024	Cash Reserves at August 31, 2024
Obj 1 - Capital repairs and maintenance	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
Obj 2 - Replacement Vehicles	148,380	-	-	148,380
Obj 3 - Capital Projects				
Washougal	4,092,678	-	-	4,092,678
Woodland	4,021,932	(66,562)	(3,565,633)	456,299
Grand Blvd Remodel	-	-	-	-
Brush Prairie	-	-	-	-
Unassigned Capital	677,436	-	-	677,436
Obj 4 - Innovation	400,000	-	-	400,000
Obj 5 - Budget Stabilization Fund	-	-	-	-
Cash Reserve Fund Expense Total	<u>\$ 10,340,426</u>	<u>\$ (66,562)</u>	<u>\$ (3,565,633)</u>	<u>\$ 6,774,793</u>

	Beginning January 1, 2024	Ending August 31, 2024
Overall Cash Balance	<u><u>\$ 19,056,296</u></u>	<u><u>\$ 15,630,747</u></u>

Fort Vancouver Regional Library District
Statement Of Revenue - Calendar Year 2024
For the Month Ending August 2024 (With year-to-date totals)

	<u>2024 Amended Budget (Adopted 7/2024)</u>	<u>August 2024 Revenues</u>	<u>Year-to-Date Totals thru August 2024</u>	<u>Year - to - Date Annual Budget Percent</u>
Property Taxes				
Property Taxes - Clark	26,086,950	93,356	14,717,083	56.42%
Property Taxes - Skamania	714,643	6,198	445,247	62.30%
Property Taxes - Klickitat	1,359,320	13,253	996,554	73.31%
Property Taxes - Cowlitz	316,875	1,270	189,883	59.92%
Total Property Taxes	<u>28,477,788</u>	<u>114,078</u>	<u>16,348,767</u>	<u>57.41%</u>
Other Taxes				
Other General Tax	75,000	-	37,318	49.76%
Leasehold Excise Tax	115,000	27,434	113,748	98.91%
Total Other Taxes	<u>190,000</u>	<u>27,434</u>	<u>151,065</u>	<u>79.51%</u>
Intergovernmental, Grants & Contracts				
Federal in-lieu of Taxes	45,000	-	1,431	3.18%
Grants through ESD 112	6,000	-	8,674	0.00%
State Forest Boards	40,000	1,436	15,622	39.05%
Yale Valley Library Dist	165,000	-	72,500	43.94%
Total Intergovernmental, Grants & Contracts	<u>256,000</u>	<u>1,436</u>	<u>98,226</u>	<u>38.37%</u>
Charges for Services				
Equipment Use Fees	40,000	4,294	30,412	76.03%
Non-Resident Borrower Fee	8,000	781	7,519	93.99%
Lost / Damaged Material Fee	32,000	3,332	30,871	96.47%
Total Charges for Services	<u>80,000</u>	<u>8,407</u>	<u>68,803</u>	<u>86.00%</u>
Miscellaneous				
Investment Interest	475,000	52,754	439,493	92.52%
Rental Income	2,000	388	4,814	240.68%
Gifts/Contributions	-	-	586	100.00%
Library Friends Groups' Reimbursements	20,000	1,632	17,902	89.51%
Woodland Friends Reimbursements - Project	655,000	-	-	0.00%
Library Foundation Reimbursements	35,450	-	51,620	145.61%
Foundation Reimbursements (Grants)	2,449,550	-	2,449,550	100.00%
Foundation Reimbursements (Other Project)	175,000	-	-	0.00%
Insurance Reimbursements	2,500	-	-	0.00%
Miscellaneous	2,500	106	4,415	176.60%
Other Miscellaneous - E-Rate	120,000	149,164	149,164	124.30%
Sale of Assets	10,000	-	6,159	61.59%
Total Miscellaneous	<u>3,947,000</u>	<u>204,044</u>	<u>3,123,702</u>	<u>79.14%</u>
Total Operating Revenue	<u>\$ 32,950,788</u>	<u>355,399</u>	<u>19,790,563</u>	<u>60.06%</u>
Use of Reserves to Balance Operating Budget	<u>\$400,000</u>	<u>-</u>	<u>262,611</u>	<u>65.65%</u>
Use of Reserves to Balance Capital Budget	<u>\$4,021,932</u>	<u>66,562</u>	<u>3,565,633</u>	<u>88.65%</u>
Use of Cash Reserves	<u>\$ 4,421,932</u>	<u>66,562</u>	<u>3,828,245</u>	<u>86.57%</u>
Total Revenues and Use of Cash Reserves	<u>\$37,372,720</u>	<u>421,960</u>	<u>23,618,808</u>	<u>63%</u>

Jan.-Dec. 2024 Fiscal Year

August is the 8th month of the fiscal year. Year-to-date budget percentages should be at 67%, representing 8/12 months.

Fort Vancouver Regional Library District

Statement of Expenses - Calendar Year 2024
For the Month Ended August 2024

	2024 Amended Budget (Adopted 7/2024)	August 2024 Expenditures	Year-to-Date Totals thru August 2024	Year to Date Annual Budget Percentage
Operating Expenditures:				
Personnel				
Wages	\$ 14,383,607	\$ 1,185,629	\$ 8,671,164	60.29%
Benefit - Medical	3,171,347	205,026	1,590,213	50.14%
Benefit - Dental	217,986	20,703	160,722	73.73%
Benefit - Life, LTD, AD&D	169,439	13,148	100,756	59.46%
Benefit - PERS	1,334,799	102,341	795,525	59.60%
Benefit - FICA	1,100,346	89,190	650,692	59.14%
Benefit - L & I - Workers Compensation	113,263	6,910	50,592	44.67%
Benefit - PFML	30,410	2,488	18,318	60.24%
Unemployment Expense	10,000	10,674	12,415	124.15%
Personnel Subtotal:	20,531,197	1,636,109	12,050,395	58.69%
Supplies				
Supplies	452,650	16,967	245,164	54.16%
Small Equipment (FF&E)	78,500	13,403	33,590	42.79%
Technology	411,000	75,766	264,914	64.46%
Professional Collection / Tech	316,000	4,657	166,039	52.54%
Supplies & Small Equipmt/Tech Subtotal:	1,258,150	110,794	709,706	56.41%
Library Books / Materials				
Library Books & Materials	1,823,500	86,499	956,106	52.43%
Electronic Resources	1,896,500	101,820	1,188,277	62.66%
Library Materials Subtotal:	3,720,000	188,319	2,144,384	57.64%
Other Services / Charges				
Professional Services	1,599,636	113,258	898,494	56.17%
Communications	372,371	31,990	217,049	58.29%
Training / Travel	107,000	5,992	84,626	79.09%
Advertising	26,000	1,874	11,354	43.67%
Rentals / Leases	582,275	51,662	384,185	65.98%
Insurance	262,700	5,537	269,989	102.77%
Utilities	479,000	38,854	284,116	59.31%
Repairs & Maintenance	978,739	67,730	530,607	54.21%
Misc / Dues / Printing / Other	149,425	6,059	102,991	68.92%
Intergovernmental Services	3,676	(240)	221	6.00%
Other Charges & Services Subtotal:	4,560,822	322,716	2,783,630	61.03%
Total Operating Expenditures:	30,070,169	2,257,938	17,688,116	58.82%
Capital Outlay:				
Buildings / Non-Owned	70,000	17,288	36,573	52.25%
Buildings / Owned	160,000	-	47,008	29.38%
Woodland (FVRL Reserves)	4,021,932	66,562	3,565,633	88.65%
Woodland (Grant Reimbursed)	2,038,525	-	2,038,525	100.00%
Woodland (Other Reimbursements)	971,694	-	-	0.00%
Yale	40,400	-	7,674	18.99%
Capital Outlay Subtotal:	7,302,551	83,850	5,695,414	77.99%
Grand Total All Expenditures:	\$ 37,372,720	\$ 2,341,788	\$23,383,530	62.57%

Jan.-Dec. 2024 Fiscal Year

August is the 8th month of the fiscal year. Year-to-date budget percentages should be at 67%, representing 8/12 months.

Fort Vancouver Regional Library District

DRAFT 2025 Revenue Budget

	Updated Budget	DRAFT Budget	Budget Changes over	Note Reference
	2024	2025	2024	
Property Taxes				
Property Taxes - Clark	\$ 26,086,950	\$ 26,506,748	419,798	
Property Taxes - Skamania	714,643	672,296	(42,347)	
Property Taxes - Klickitat	1,359,320	1,450,541	91,221	
Property Taxes - Cowlitz	316,875	326,191	9,316	
Total Property Taxes	\$ 28,477,788	\$ 28,955,776	\$ 477,989	Note 1
Other Taxes				
Other General Tax	75,000	75,000	-	
Leasehold Excise Tax	115,000	135,000	20,000	
Total Other Taxes	\$ 190,000	\$ 210,000	\$ 20,000	Note 2
Intergovernmental, Grants & Contracts				
Federal in-lieu of Taxes	45,000	45,000	-	
Grants through ESD 112	6,000	6,000	-	
State Forest Boards	40,000	40,000	-	
Yale Valley Library Dist - Contract	165,000	150,000	(15,000)	Note 3
Yale Valley Library Dist - Capital Reimbursement		70,000	70,000	Note 3
Total Intergovernmental, Grants & Contracts	\$ 256,000	\$ 311,000	\$ 55,000	
Charges for Services				
Equipment Use Fees	40,000	42,000	2,000	
Non-Resident Borrower Fee	8,000	9,000	1,000	
Lost / Damaged Material Fee	32,000	34,000	2,000	
Total Charges for Services	\$ 80,000	\$ 85,000	\$ 5,000	Note 4
Miscellaneous				
Investment Interest	475,000	485,000	10,000	Note 5
Rental Income	2,000	2,000	-	
Library Friends Groups' Reimbursements	20,000	20,000	-	
Woodland Friends Reimbursements - Project	655,000		(655,000)	Note 6
Foundation Reimbursements (Grants)	2,449,550		(2,449,550)	Note 6
Foundation Reimbursements (Other Project)	175,000		(175,000)	Note 6
Library Foundation Reimbursements	35,450	20,450	(15,000)	Note 7
Insurance Reimbursements	2,500	-	(2,500)	
Miscellaneous	2,500	2,500	-	
Other Miscellaneous - E-Rate	120,000	120,000	-	
Sale of Assets	10,000	10,000	-	
Total Miscellaneous	\$ 3,947,000	\$ 659,950	\$ (3,287,050)	
Total Operating Revenue	\$ 32,950,788	\$ 30,221,726	\$ (2,729,061)	
Use of Reserves to Balance Operating Budget	400,000	1,864,056	1,464,056	
Use of Reserves to Balance Capital Budget	4,021,932	1,345,000	(2,676,932)	
Subtotal Use of Reserves	\$ 4,421,932	\$ 3,209,056	\$ (1,212,876)	
Total Revenues and Use of Reserves	\$ 37,372,720	\$ 33,430,782	\$ (3,941,937)	

Fort Vancouver Regional Library District

DRAFT 2025 Revenue Budget

Summary:

The 2025 draft revenue budget was created from the best known information as of 10/1/2024 and through the use of historical revenue trend perspectives. Overall, this budget reflects an operating revenue increase of approximately 2% when we exclude the impact of one-time Woodland Project associated revenues from the Foundation and Woodland Friends of the Library. This budget also displays the \$3,209,056 use of reserves anticipated to be required to balance the expense budget. Overall, use of reserves expected in 2025 is 27% less than those used in 2024, driven by the new Woodland Branch project substantial completion. However, 2025 would mark the first year that the use of reserves are required to continue the same level of service and balance the gap between revenues and expenses.

Note 1: Property Taxes

Property Taxes were budgeted for assuming a 1% increase over 2024 assessed values. New construction is not known and therefore the revenue generated impacts thereof are difficult to budget for and excluded from this draft.

Note 2: Other Taxes

A historical trend and YTD analysis indicates that these revenues will come in slightly above those budgeted for in 2024.

Note 3: Intergovernmental, Grants & Contracts

Overall we anticipate these revenue streams being stable with 2024's budget. Based on the contract with the Yale Valley Library District (YVLD), we anticipate total revenues increasing by 33% which is a \$5,000 increase in the annual contract revenues and a \$50,000 increase in capital revenues. In 2025, we separated out the standard YVLD contract revenues from the capital reimbursement revenues as the contract is known and the capital is driven based on dollar for dollar reimbursement.

Note 4: Other Services & Charges

These revenues are those generated by patrons using equipment, losing or damaging materials and non resident fees. The 2025 budget shows a modest increase over 2024 of \$5,000 or 6% based on trend analysis and 2024 performance year to date.

Note 5: Investment Interest

The 2025 budget shows a slight increase over 2024 considering we are trending above budget in 2024; however, we need to also consider the impact on investment revenues associated with drawing down our reserves balance throughout 2025 and plan for any unexpected market changes that will impact investment revenues received.

Note 6: Woodland Project Revenues

The Woodland project is substantially completed and we anticipate invoicing for and receiving all Foundation and Woodland Friends of the Library reimbursements by 12/31/2024 creating a significant change (decrease of \$3,279,550) in miscellaneous revenues expected for 2025 over 2024.

Note 7: Foundation Annual Contract Revenues

The Foundation operates on a July to June fiscal year whereas we operate on a January to December fiscal year. We know that the 2024/2025 Foundation funded programs are slightly more than the 2023/2024 Foundation funded programs and we do not anticipate the 2025/2026 fiscal year to be significantly higher than the 2024/2025 budget; however an exact amount for FVRL FY 2025 is hard to determine based on the fiscal year split and timing of activities / reimbursement.

Fort Vancouver Regional Library District

DRAFT 2025 Expense Budget

	2024 YTD (June) Actuals	2024 Budget (Amended)	Operating Expense 2025 Budget Proposed	+ Reserve Expense 2025 Budget Proposed	= Total 2025 Budget Proposed	Budget Changes over 2024	Note Reference
Operating Expenditures:							
Personnel							
Wages	\$ 6,440,083	\$ 14,383,607	\$ 14,506,376	\$ 869,056	\$ 15,375,432	\$ 991,825	
Benefit - Medical	1,221,291	3,171,347	3,413,423	-	3,413,423	242,076	
Benefit - Dental	83,947	217,986	230,085	-	230,085	12,099	
Benefit - Life, LTD, AD&D	65,251	169,439	159,597	-	159,597	(9,842)	
Benefit - PERS	598,388	1,334,799	1,400,702	-	1,400,702	65,903	
Benefit - FICA	483,005	1,100,346	1,176,221	-	1,176,221	75,875	
Benefit - L & I - Workers Compensation	51,547	113,263	113,263	-	113,263	-	
Benefit - PFML	11,711	30,410	32,506	-	32,506	2,096	
Unemployment Expense	1,740	10,000	10,000	-	10,000	-	
Personnel Subtotal:	\$ 8,956,964	\$ 20,531,197	\$ 21,042,173	\$ 869,056	\$ 21,911,229	\$ 1,380,032	Note 1
Supplies							
Supplies + Fuel & Lubricants	151,989	452,650	341,300	-	341,300	(111,350)	
Small Equipment (FF&E)	19,045	78,500	26,000	365,000	391,000	312,500	
Technology	129,551	411,000	425,000	300,000	725,000	314,000	
Professional Collection / Tech	142,227	316,000	323,000	-	323,000	7,000	
Supplies & Small Equipmt/Tech	\$ 442,812	\$ 1,258,150	\$ 1,115,300	\$ 665,000	\$ 1,780,300	\$ 522,150	Note 2
Library Books / Materials							
Library Books & Materials	752,650	1,823,500	1,775,500	-	1,775,500	(48,000)	
Electronic Resources	942,621	1,896,500	1,944,500	-	1,944,500	48,000	
Library Materials Subtotal:	\$ 1,695,271	\$ 3,720,000	\$ 3,720,000	\$ -	\$ 3,720,000	\$ -	
Other Services / Charges							
Professional Services	655,191	1,599,636	1,208,300	330,000	1,538,300	(61,336)	
Communications	164,898	372,371	402,600	-	402,600	30,229	
Training / Travel	62,658	107,000	107,000	-	107,000	-	
Advertising	6,885	26,000	37,000	-	37,000	11,000	
Rentals / Leases	275,077	585,155	616,903	-	616,903	31,748	
Insurance	57,411	262,700	281,000	-	281,000	18,300	
Utilities	210,436	479,000	479,000	-	479,000	-	
FAC Repairs & Maintenance	228,865	310,739	305,300	-	305,300	(5,439)	
IT Maintenance and Licensing	201,499	668,000	687,900	-	687,900	19,900	
Misc / Dues / Printing / Other	68,950	149,425	148,450	-	148,450	(975)	
AKA InterLi Intergovernmental Services	198	796	800	-	800	4	
Other Charges & Services	\$ 1,932,068	\$ 4,560,822	\$ 4,274,253	\$ 330,000	\$ 4,604,253	\$ 43,431	Note 3
Total Operating Expenditures:	\$ 13,027,115	\$ 30,070,169	\$ 31,888,882	\$ 1,864,056	\$ 32,015,782	\$ 1,945,613	
Capital Outlay:							
Buildings / Non-Owned	\$ 15,377	70,000	-	240,000	240,000	170,000	Note 4A
Buildings / Owned	53,627	160,000	-	1,095,000	1,095,000	935,000	Note 4B
Woodland (FVRL Reserves)	1,907,349	4,021,932	-	-	-	(4,021,932)	Note 4C
Woodland (Grant Reimbursed)	1,907,349	2,038,525	-	-	-	(2,038,525)	Note 4C
Woodland (Other)		971,694	-	-	-	(971,694)	Note 4C
Yale	4,480	40,400	70,000	-	70,000	29,600	Note 4D
Machinery & Equipment		-	-	10,000	10,000	10,000	
Total Capital Outlay:	\$ 3,888,181	\$ 7,302,551	\$ 70,000	\$ 1,345,000	\$ 1,415,000	\$ (5,887,551)	
Grand Total All Expenditures:	\$ 16,915,296	\$ 37,372,720	\$ 31,958,882	\$ 3,209,056	\$ 33,430,782	\$ (3,941,938)	

Fort Vancouver Regional Library District

DRAFT 2025 Expense Budget

Summary:

This 2025 draft expense budget recognizes an operational increase over the amended 2024 Budget of 6% while also recognizing a capital decrease over the amended 2024 Budget of 81%. The combination of these changes reflects a total budget decrease of 11% in the DRAFT 2025 Budget over the Amended 2024 Budget. These changes are driven from a few overarching factors such as: Continued increases in salaries and benefits, capitalizing on technology efficiencies, substantial completion of the Woodland Construction project and necessary maintenance and repair need throughout the district. This budget assumes the same level of service to patrons as provided in 2024 (e.g. open hours). Additional details below.

Note 1: Personnel budget increase 7% over 2024 amended budget

The Personnel budget continues to be heavily influenced from the solidification of the 2024 AFSCME and WPEA Collective Bargaining Agreements as well as pressure from L&I minimum wages increases. Medical and dental benefit costs continue to see significant increases year over year and other payroll related taxes and benefits are adjusted in line with wages that have increased.

Note 2: Supplies budget increase 42% over 2024 amended budget

An analysis of office and other general supplies realized costs saving opportunities in 2025 from increased knowledge of organizational needs and insight of historic spending. However, our budget for FFE is increased with known branch needs. In addition, we are budgeting an increase in technology associated with a potential implementation of a new discovery layer and website.

Note 3: Other Service Contracts overall, increased by 1% or about \$43k over 2024 amended budget

Major components of our "Other Services and charges" category are professional services, leases, utilities and technology maintenance and licensing agreements. Most of the expense components within this category remained stable in budget; however, we are expecting to realize a 4% decrease in professional services, a 5% increase in leases and a 3% increase in technology maintenance and licensing agreements. Although not considered major components, we are also budgeting for an increase in advertising and communications for the 75th anniversary and expected levy lid lift efforts. The increases to these two components represent 95% of the total increase in this expense category for the 2025 DRAFT Budget

Note 4: Overall the Capital Outlay budget decreased almost \$5.9 million; however, certain line items have significant needs

A: Buildings Non-Owned is showing an increase of \$170,000 for projected capital efforts and repair/maintenance efforts to keep our facilities up to code and in functioning order.

B: Buildings owned is showing an increase of \$935,000 which will support replacement of the Vancouver Community Library deck as well as other branch refresh needs and Operations Center HVAC.

C: The Woodland Branch Construction project will be substantially completed in 2024 which supports the total decrease of funds in this line in 2025 over 2024

D: The Yale Valley Library District amended their budget in September 2024 to increase capital to \$60,000, which is not reflected in the FVRL amended budget; however, even with the 2024 increase (associated with installation of a well), Yale's capital expenses are expected to increase to \$70,000 to cover the costs of a new parking lot. These costs will be fully recovered by FVRL from YVLD, and you see the balance on the revenue side which provides zero impact on the budget as the revenue and expense net to zero.

Fort Vancouver Regional Library District

DRAFT 2025 Reserves Budget

DESCRIPTION	2024 Cash Reserve Allocations	Increase / Decrease FYE 2024 Projected Balance	1/1/2025 Estimated Cash Reserve Balances	2025 DRAFT Budgeted Uses	12/31/2025 Estimated Cash Reserve Balances	Note Reference
Reserve Plan Objectives 1-5						
Obj. 1 - Capital Repairs & Maintenance	\$ 1,000,000	\$ 345,000	\$ 1,345,000	\$ (1,335,000)	\$ 10,000	Note 1
Obj. 2 - Replacement Vehicles	148,380	(100,000)	48,380	(10,000)	38,380	Note 2
Obj. 3 - Capital Projects						
Washougal Community Library	4,092,678	-	4,092,678	-	4,092,678	Note 3A
Woodland Community Library	4,021,932	(4,021,932)	-	-	-	Note 3B
Branch Refresh Projects	677,436	(233,076)	444,360	(365,000)	79,360	Note 3C
Obj. 4 Technology Replacement & Upgrades	400,000	(100,000)	300,000	(300,000)	-	Note 4
Total Reserve Plan Objectives 1-5	\$ 10,340,426	\$ (4,110,008)	\$ 6,230,418	\$ (2,010,000)	\$ 4,220,418	
Operational Fund > 60 to 90 days of annual operational expenditures <i>(Per Fiscal Mgmt Policy)</i>						
	\$ 8,715,870	\$ (311,924)	\$ 8,403,946	\$ (1,199,056)	\$ 7,204,890	Note 5
Total Reserves & Operational Fund	\$ 19,056,296	\$ (4,421,932)	\$ 14,634,364	\$ (3,209,056)	\$ 11,425,308	

Fort Vancouver Regional Library District

DRAFT 2025 Reserves Budget

Summary:

The 2025 draft reserves budget recognizes expected 2024 balances and planned 2025 uses based on the DRAFT 2025 revenue and expense budgets on the preceding pages. While we fully expect to spend down reserves throughout 2025, our goal is maintain our operational reserves of 60 to 90 days per our fiscal management policy. We anticipate starting the year meeting the 90 day target and falling short of the target by end of 2025 due to use of the reserves to balance the gap between revenues and expenses.

Note 1: Obj. 1 - Capital Repairs & Maintenance

Uses: HVAC Systems, Elevator Maintenance, Roof Repairs, Vancouver Library Deck, Other

Note 2: Obj. 2 - Replacement Vehicles

FVRL has an aging fleet for District general use as well as Bookmobiles and maintenance vehicles. FVRL continuously evaluates the best use of vehicles and employee use - vs - mileage reimbursements.

Note 3: Obj. 3 - Capital Projects

A: Washougal Community Library

Estimated Total Project Cost is at \$11M as of 10/2024

B: Woodland Community Library

Project Substantially Completed Oct 2024

C: Branch Refresh Projects

Vancouver Library Furniture refresh; Stevenson Gallery; Battle Ground Staff lounge replace / refresh

Note 4: Obj. 4 Technology Replacement & Upgrades

Technology associated with a potential implementation of a new discovery layer and website.

Note 5: Operational Fund > 60 to 90 days of annual operational expenditures (Per Fiscal Mgmt Policy)

For 2025 budgeted operating costs FVRL requires \$8,003,946 to meet the 90 day fiscal management policy reserve requirement.

Fort Vancouver Regional Libraries							
DRAFT 2025-2030 OPERATING AND CAPITAL BUDGET FORECAST (INFLATION ADJUSTED)							
YEAR	PLANNING YEAR CALENDAR YEAR	0 2025	1 2026	2 2027	3 2028	4 2029	5 2030
BEGINNING CASH BALANCE		14,634,364	11,425,308	7,729,059	2,261,780	(5,142,529)	(14,663,332)
TOTAL SOURCES		30,221,726	30,207,389	30,438,753	30,637,863	30,801,433	30,925,906
TOTAL USES		33,430,782	33,903,638	35,906,033	38,042,172	40,322,236	42,757,271
NET INCOME		(3,209,056)	(3,696,249)	(5,467,279)	(7,404,309)	(9,520,804)	(11,831,364)
ENDING CASH BALANCE		11,425,308	7,729,059	2,261,780	(5,142,529)	(14,663,332)	(26,494,696)
RESERVES TEST							
	60 Days of Operating Expenses	5,335,964	5,648,806	5,982,359	6,338,184	6,717,977	7,123,576
	Meets test by	6,089,345	2,080,253	(3,720,579)	(11,480,713)	(21,381,309)	(33,618,273)
	Test Met?	YES	YES	NO	NO	NO	NO
	90 Days of Operating Expenses	8,003,946	8,473,210	8,973,538	9,507,276	10,076,965	10,685,365
	Meets test by	3,421,363	(744,150)	(6,711,758)	(14,649,805)	(24,740,298)	(37,180,061)
	Test Met?	YES	NO	NO	NO	NO	NO
Notes:							
2025 planning tool base year; 2025 DRAFT Budget discussed with Board alongside this document. Draft based on known inputs as of 10/01/2024							
<i>This model is not realistic to the extent that it completely ignores any significant facility needs that can not be deferred past 2025</i>							
90 day reserve test not met in 2026 with current revenue / expense trajectory (this will impact our month to month ability to pay vendors / staff timely)							
Neither 60 or 90 day reserve test met in 2027 with current revenue / expense trajectory (making it impossible to pay vendors / staff timely)							

Clark County Council seeks applicants for library board

 [camaspstrecord.com/news/2024/sep/12/clark-county-council-seeks-applicants-for-library-board](https://www.camaspstrecord.com/news/2024/sep/12/clark-county-council-seeks-applicants-for-library-board)

Camas-Washougal Post-Record



The Clark County Council is seeking applicants to fill one of three Clark County-recommended positions on the seven-member Fort Vancouver Regional Library District board of trustees.

The at-large position is designated for a Clark County resident living outside the Vancouver and Camas city limits. The opening is for an unexpired term beginning immediately and ending Dec. 31, 2024.

The board meets at 6 p.m. every third Monday. Meetings currently are held in a hybrid format. A schedule of public meetings is online at fvrl.org/about-us/trustees.

Fort Vancouver Regional Library District (FVRL) serves residents of southwest Washington in rural, suburban and urban settings in Klickitat and Skamania Counties, all of Clark County except for the cities of Camas and Woodland. FVRL also serves the city of Woodland and the Yale Valley Library District in Cowlitz County.

Library trustees are responsible for policies regarding the district's multiple library locations, bookmobiles, self-serve locations, and online services at fvrl.org.


The district operates community libraries in Battle Ground, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Washougal, White Salmon Valley and Woodland, as well as four outlets in the Vancouver urban area including downtown, Cascade Park, Three Creeks and the Vancouver Mall. FVRL also provides books-by-mail services to those living far from established library locations.

People interested in serving should send a letter and resume to Michelle Pfenning, County Manager's Office, P.O. Box 5000, Vancouver 98666-5000 or email to michelle.pfenning@clark.wa.gov.

Applicants should discuss their understanding of current challenges for public libraries; perspectives concerning public library services, facilities and materials such as print and electronic books and magazines, CDs, DVDs and digital resources; and the district's funding as a junior taxing district.

The application deadline is 5 p.m. Friday, Sept. 13.

Stevenson Grange 121 hosts community resilience program

 [columbiagorgenews.com/news/stevenson-grange-121-hosts-community-resilience-program/article_cf1f480a-7a71-11ef-9a39-a7252bee06ba.html](https://www.columbiagorgenews.com/news/stevenson-grange-121-hosts-community-resilience-program/article_cf1f480a-7a71-11ef-9a39-a7252bee06ba.html)

By Mary Repar For Stevenson Grange 121

September 24, 2024



STEVENSON — Stevenson Grange 121's September Community Resiliency program is "Achieving Right Relationship with the Columbia Gorge Will Require Resistance + Resilience," presented by Kai Huschke. The presentation, online and in person, will take place on Saturday, Sept. 28 from 11 a.m. to 12:30 p.m. at the Stevenson Library.

To attend the program online, join at the scheduled time at meet.google.com/noy-dsik-ggi.

This program is cosponsored by Stevenson Grange 121 and Stevenson Community Library. All Community Resiliency Programs are free and open to the public.

For program information, call 360-726-7052 or email repar@saw.net. Call Stevenson Library at 509-427-5471 for directions or information. Library events and programs are open to the public and provided at no cost. Special accommodations may be requested using the Library's Disability Accommodation Request Form no later than 15 days prior to the event.

About the program

So much of what has shaped and continues to shape life in the Gorge is out of the hands of those who call it home. Learn how to navigate the disconnect between what you feel and the reality around the state and the future of the Columbia Gorge:

- Intertwining of law and culture
- Function of decision making that disallows local self-determination
- Impacts of industry, social instability, and climate chaos
- The Rights of Nature
- Calling for truth, reckoning, and right relationship
- Exploring community engagement in the name of resistance and resilience

Huschke is the executive director of the Community Environmental Legal Defense Fund (CELDF) and has been community organizing, educating on movement building, lecturing, and publishing for 15 years on systems transformation. Visit www.celdf.org.

New Woodland Community Library opening in October

thereflector.com/stories/new-woodland-community-library-opening-in-october,362291

Norman Helgason / norman@thereflector.com

 **Laura Dave**
OCTOBER 17 | 5:30-9:30 pm

Buy tickets now!

 LIBRARY FOUNDATION FUNDRAISER
Authors & Illustrators
2024 DINNER AND AUCTION





The new Woodland Community Library, located at 411 Lakeshore Drive, will open its doors at 10 a.m. on Oct. 12. The facility will operate from 10 a.m. to 6 p.m., Monday through Saturday.



The children's room in the new Woodland Community Library will feature activities for kids on opening day, 10 a.m. on Oct. 12. Fort Vancouver Regional Libraries staff are moving books, laptops and computers into the new facility.



The children's room in Woodland's historic library, located at 700 Park St., has welcomed generations of young readers since the building opened as a community library in 1927. The facility closed Monday, Sept. 23.



The building at 700 Park St., which served as the Woodland Community Library since 1927, closed its doors on Sept. 23. Ownership of the historic building will now revert to the city.

Posted Monday, September 23, 2024 3:21 pm

Norman Helgason / norman@thereflector.com

As the new Woodland Community Library prepares to open its doors, the historic 700 Park St. building will cease operations as a library after almost a century.

Fort Vancouver Regional Libraries (FVRL) will host a grand opening ceremony for the new library building, 411 Lakeshore Drive in Woodland, at 10 a.m. Thursday, Oct. 12. The new facility will operate Monday through Saturday, from 10 a.m. to 6 p.m.

The community library on Park Street closed as of Monday, Sept. 23. Originally built in 1909, the two-story building became a community library in 1927 and has operated under FVRL since 1997. Woodland branch manager Jennifer Hauan fondly remembers the old facility, noting the library has been a beloved fixture in the community for years.

"It's a lovely little building. It really is charming. We have multi-generations consistently come in and say, 'I came to this library for story time, and now I'm bringing my grandchildren to story time.' So there's a lot of sentimental attachment to it," Hauan said.

As Woodland's population grew, however, the need for a larger, more modern space became apparent. The new library will span 7,560 square feet, significantly larger than the 2,376 square feet of the old facility. Hauan explained that the previous building struggled to accommodate the volume of visitors and the technological needs of today. Currently, the library sees around 2,500 visitors each month and checks out roughly 35,000 items annually. With the new facility, those numbers are expected to increase substantially.

In addition to increased space, the new library will be fully ADA-compliant, a notable improvement over the old building. The previous library's bathrooms, for example, were only accessible via a narrow flight of stairs.

“Accessibility [to] our children’s area [and bathroom] was upstairs. So now [that it’s] all on one floor, we have total accessibility to all the areas in the library for everybody, which is huge,” she said.

The new library will also offer expanded amenities, including 10 computers — an improvement from the four available in the previous building — along with three Chromebooks available for public use. It will feature designated spaces for children, teens and community use, including two study rooms, indoor and outdoor seating, and a large community room equipped with a projector. The collection of books and materials will also be enhanced.

The \$8.6 million project has been in the works since the early 2000s, with funding sourced from a mix of community contributions and state funds. A feasibility study conducted by FVRL in the early 2010s underscored the need for a new library, as the programs and offerings outgrew the existing facility. Over time, the community rallied behind the project, raising funds to make the new building a reality. Groundbreaking finally commenced on June 17 last year.

The funding breakdown of the new facility is as follows:

- FVRL: \$5.2 million
- Friends of Woodland Community Library: \$717,000
- FVRL Foundation for the benefit of Woodland Library: \$195,000
- Washington state Department of Commerce: \$2 million
- Altrusa International: \$10,000

Judy Musa, business development officer for the Fort Vancouver Regional Library Foundation, reflected on the decades-long effort to fund the new library. She noted community members have gathered funds for an expanded library for over 25 years. A donor wall will be placed beside the library’s entrance, naming over 100 businesses, organizations and individuals who contributed.

“The amount of time and energy that they have put in ... it makes me overwhelmed. ... It makes me actually get teary[-eyed] because they were just phenomenal and some of them aren’t even alive anymore. ... [It’s] the true spirit of a small town. ... We should probably write a book about it,” Musa said.

For Huan, the new library is a pivotal moment for the Woodland community and its future.

“I am thrilled for the community, our patrons, the library staff, the district in so many ways. It’s such a good thing. Having this modern but warm and welcoming building is a catalyst, I think, for the rest of Woodland and their future development,” Huan said.

The grand opening will include flag-raising and ribbon-cutting ceremonies, tours of the new building and special activities for children. Refreshments will also be provided. The former library building on Park Street will revert to city ownership.

Woodland celebrates opening of new community library

thereflector.com/stories/woodland-celebrates-opening-of-new-community-library,363562

Norman Helgason / norman@thereflector.com



The new children's area in the Woodland Community Library features interactive panels and computer access. Above, the "Phonic Bloom" art piece, created from recycled books, represents the linguistic commonalities in English, Spanish and Salish. The art piece was created by SuperFab from Portland.



Woodland Community Library branch manager Jennifer Hauan cuts the ribbon at the grand opening of the new Woodland Community Library, with members of the Friends of Woodland Library and Fort Vancouver Regional Library standing behind. Cowlitz Tribe Elder Tanna Engdahl (seen behind) gave a land blessing before the ceremony.



The new Woodland Community Library is a 7,560-square-foot facility located at 411 Lakeshore Drive. The community celebrated its grand opening on Saturday, Oct. 12.



During the grand-opening event, children spin for prizes at the Friends of Woodland Community Library's booth.



A child feeds Mystical from Mystical Minis Miniature Horses of Battle Ground, drawing smiles from families at the outdoor celebration of the library's grand opening.



Posted Monday, October 14, 2024 11:17 am

Norman Helgason / norman@thereflector.com

The Woodland community marked a significant milestone on Saturday, Oct. 12, with the grand opening of the new Woodland Community Library, located at 411 Lakeshore Drive.

The new 7,560-square-foot facility offers increased space, improved accessibility and modern amenities, including 10 public computers, meeting rooms and expanded book collections. This new building replaces the historic library at 700 Park St., which served the community for nearly 100 years.

The \$8.6 million project was made possible through state funding and local contributions. The community effort began in the early 2000s and amassed \$8.6 million to fund the building's construction. Groundbreaking for the new library took place on June 17, 2023.

The funding sources for the project included:

- Fort Vancouver Regional Library (FVRL): \$5.2 million
- Friends of Woodland Community Library: \$717,000

- FVRL Foundation for the benefit of Woodland Library: \$195,000
- Washington State Department of Commerce: \$2 million
- Altrusa International: \$10,000

During the opening ceremony, Susan Humbyrd, the Friends of Woodland Community Library president, expressed gratitude for the project's support.

“I want to thank all the friends for all their hard work and patience, and all the things they've done, and all of you for your support in us making this happen,” Humbyrd said during the opening celebration.

The new facility will operate from 10 a.m. to 6 p.m. Monday through Saturday. To learn more, go to fvrl.org/loc/woodland.



Benches outside the new Woodland Community Library offer a peaceful space for outdoor reading. Various entertainment and community booths were set up during the grand opening event.



Kids enjoy playing Mario Kart 8 on the Nintendo Switch in the new Teen Room at the Woodland Community Library.



The Woodland High School Jazz Choir performed the national anthem during the opening ceremony.



A wall near the entrance honors donors who contributed to making the new Woodland Community Library a reality, recognizing the generosity of local businesses and individuals.



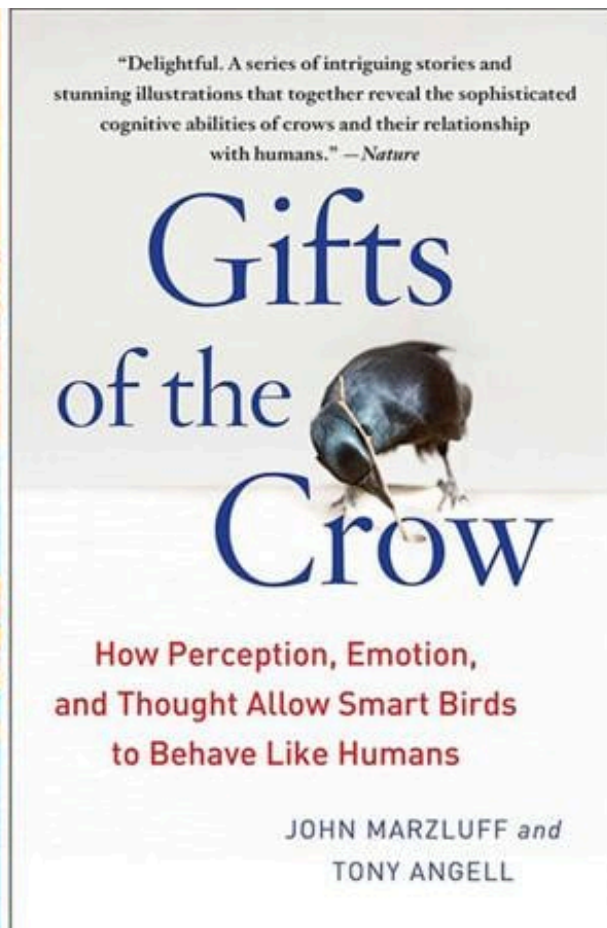
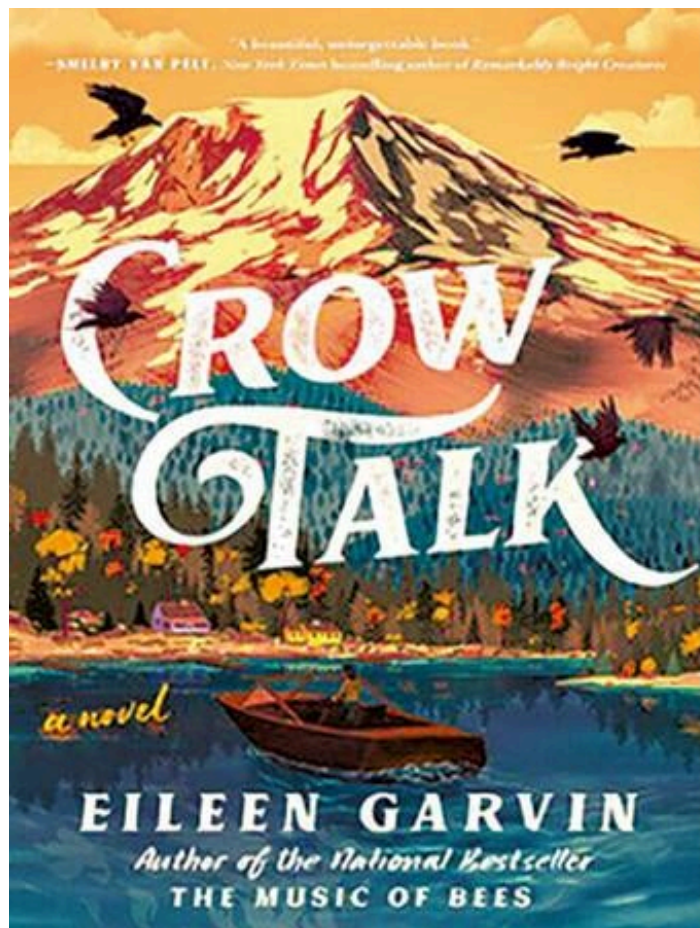
Book-bag coloring was one of several children's activities offered at the Woodland Community Library's opening ceremony.

Two companion books featured by WSVCL reads program

[columbiagorge.com/news/two-companion-books-featured-by-wsvcl-reads-program/article_72c3d7ac-7a70-11ef-b185-137336108818.html](https://www.columbiagorge.com/news/two-companion-books-featured-by-wsvcl-reads-program/article_72c3d7ac-7a70-11ef-b185-137336108818.html)

Staff report Columbia Gorge News

September 24, 2024



WHITE SALMON — A first for White Salmon Valley Library Community Reads Program: Two well-matched books by Pacific Northwest writers.

“Crow Talk,” a novel by Hood River author Eileen Garvin, and nonfiction work “Gifts of the Crow” by University of Washington professor of environmental and forest sciences Dr. John Marzluff and co-author-illustrator Tony Angell, are on the Community Reads roster for four program events in October.

Books were distributed in August. However, check with the White Salmon Valley Community Library to see if any have returned that you can pick up and read. Make sure to return your book to the library.

All programs are free and open to the public. Schedule is as follows:

Art reception — Sept. 26 at 6 p.m. Artwork inspired by one or both books will be on display in the White Salmon library gallery. Music styling by Charles Crosman.

All programs — Thursdays at 6:30 in the White Salmon Valley Community Library Gallery.

Oct. 3, meet author Eileen Garvin, “Crow Talk,” as she presents her latest novel, explores the writing process, discusses finding her voice and answers your questions.

Oct. 10, meet author John Marzluff, “Gifts of the Crow,” as he presents his research on the remarkable brains and behavior of corvids and answers your questions.

Oct. 17, creating corvids: Local artist Jen Smith presents a workshop focused on the creation of crow and raven drawings and paintings. Limited space. Registration required. Call 509-493-1132, visit fvrl.org or register directly online at fvrl.librarymarket.com/community-reads-1.

Oct. 24, “Nature: A Murder of Crows.” Watch a 30-minute PBS episode that explores the life of these remarkable creatures, who use tools, recognize each other’s voices and can make 250 distinct calls.

...

Call 509-493-1132 for more information, pick up a brochure at the library or visit fvrl.org.

Crow Talk

Frankie O’Neill and Anne Ryan have little in common. Frankie is a lonely ornithologist struggling to salvage her dissertation. Anne is an Irish musician far from home and family, raising her five-year-old son, Aiden, who refuses to speak. An injured baby crow brings all three lost souls together on a path toward recovery embraced by the healing power of nature.

Gifts of the Crow

Corvids (crows) have their own form of eloquence as they exercise mischief, playfulness, and passion. They also lead us to reflect on their common behaviors with us and other sentient creatures and empower us with a deeper understanding of nature. With Marzluff’s original research on the intelligence and startling abilities of corvids — crows, ravens and jays — Angell’s line drawings and a lively joint narrative, the authors offer an in-depth look at these complex creatures and the traits and behaviors we share.