



**AGENDA FOR PUBLIC MEETING**

**DATE:** Monday, December 16, 2024 at 6:00 pm  
**LOCATION:** **In Person:** Vancouver Community Library; 901 C Street, Columbia Room  
**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  
Minutes Approval: November 14, 2024  
Approval of claims: November 2024
- 6. **Reports**
  - 6.1 October Financial Statements: Catrina Galicz ACTION
  - 6.2 Vancouver Branch Report: Molly Blalock INFORMATION
  - 6.3 FVRL Organization Reports: Jennifer Giltrop & Alicia Gomori INFORMATION
  - 6.4 FVRL 75<sup>th</sup> Anniversary: Julian Mendez INFORMATION
- 7. **Business**
  - 7.1 **Facilities and Finance Committee**
    - 2025 Budget – Public Hearing
    - Resolution 2024-11 2025 Budget Approval ACTION
  - 7.2 **Policy & Nominating Committee**
    - Election of Officers ACTION
- 8. **Levy Lid Lift** INFORMATION
- 9. **Executive Session RCW 42.30.110(1g) Personnel and RCW 42.30.410 (4b) Collective Bargaining**
- 10. **Resolution 2024-12 AFSCME CBA Amendment** ACTION
- 11. **Resolution 2024-13 Director’s Review & Compensation** ACTION
- 12. **Board Comments**

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

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



**13. Setting for next regular meeting:** Tuesday, January 21 at 6:00 PM at  
(Cascade Park Community Library/Zoom)

**14. Adjournment**

2018 Grand Blvd, Vancouver Washington 98661 • 360-906-5000 • [fvrl.org](http://fvrl.org)

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



## Board of Trustees Meeting Minutes

November 18, 2024 – 6:00 PM Regular Meeting  
Woodland Community Library  
411 Lakeshore Drive  
Woodland, WA  
Community Room  
Hybrid/In-Person

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

---

**Present Board:** Olga Hodges (virtual), Marie Coffey, Mary Ann Duncan-Cole, Mary Williams

**Absent:** Kristy Morgan

**Present Staff:** Jennifer Giltrop, Executive Director; Alicia Gomori, Deputy Director; Justin Keeler, Outreach and Community Partnerships Director; Jennifer Hauan, Branch Manager; Catrina Galicz, Finance Director; Andrea Scherer, Human Resources Director; Miranda Holtmann, Executive Assistant, Dave Josephson, Facilities and Fleet Director, Julian Mendez, Communications and Marketing Director.

**Remote Access:** <https://us02web.zoom.us/j/3852820936> • Meeting ID: 385 282 0936 • Passcode: 070150 • Phone Access 206-337-9723

## Fort Vancouver Regional Library Business Meeting Minutes

### **AGENDA:**

- 1. CALL TO ORDER** – Acting Chair Marie Coffey called the meeting to order at 6:00 p.m. Coffey announced that with the Chair out and the Vice-Chair attending remotely, Secretary Marie Coffey would be the Acting Chair of the meeting.
- 2. AGENDA APPROVAL** – At 6:00 p.m. Acting Chair Coffey noted that the Executive Session on the agenda is not needed at this time and offered that amendment to the agenda as presented. Mary Ann Duncan-Cole made a motion to approve the agenda as amended. Mary Williams seconded. Motion approved with 4 out of 4 votes.
- 3. CHAIR ANNOUNCEMENTS** – there were no announcements.
- 4. PUBLIC COMMENTS** – At 6:01 p.m. public comments began with the following speakers:  
Katherine Gardner of Vancouver made a public comment about FVRL standing with marginalized communities.  
Jude Jacobs of Vancouver made a public comment about equity and diversity.  
Emily Losness of Vancouver made a public comment about equity and diversity.  
Randy Schmidt of Clark County made a public comment about drag queen story hour.  
Margo Logan of Portland made a public comment about a book suggestion.  
Gary Wilson of Clark County made a public comment about a book donation and protecting children.  
Quill Onstead of Portland made a public comment about drag queen story hour.  
Sharon Watt of Woodland made a public comment about the Woodland Friends of the Library and the new Woodland Library.  
Ann Bauer of Vancouver made a public comment about her love of libraries.  
Evan Axon of Vancouver made a public comment about the role of libraries in our community.

2018 Grand Blvd, Vancouver Washington 98661 • 360-906-5000 • [fvrl.org](http://fvrl.org)

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



5. **APPROVAL OF CONSENT AGENDA ITEMS**— At 6:22 p.m. Mary Williams made a motion to approve the Consent Agenda which included the minutes of the October 21, 2024 meeting and October Claims. Mary Ann Duncan-Cole seconded. Motion approved with 4 out of 4 votes.

6. **REPORTS**

6.1. **ORGANIZATIONAL REPORT** – At 6: 22 p.m. Jennifer Giltrop introduced the board to Julian Mendez, the new Director of Communications and Marketing. The floor was given to Mendez who provided information on their background. At 6:24 p.m. Alicia Gomori provided highlights of the programs and outreach work of the district from the Organizational Report for October 2024 which included;

- Battle Ground Community Library hosted a presentation by Humanities of Washington presenting “And it Has Pockets! The Battle for Women’s Clothing Equity.”
- Cascade Park Community Library shared a story of a family moving to Vancouver who utilized the library for hours while waiting for the keys to their new home. The whole family got their library cards while they were there.
- La Center Community Library’s Nailed It program inspired by the baking competition show, was a great success.
- Vancouver Community Library’s friends group held Art 4 Art fundraiser that raised over \$4,000.
- The Vancouver Community Library’s author talk was featured on KATU promoting the event.
- Washougal Community Library held an author talk with local author “the Blind Woodsman.”
- The Outreach and Community Partnership department is providing tours of the Vancouver Library, presenting on library resources and getting Clack College English as a Second Language (ESL) students into the library and aware of the resources available to them.
- Giltrop reported that October was an excellent month for new library card holders, much of which could be attributed to the opening of the new Woodland Library. Over 2,800 cards were issued in October, 474 over the increase from the same period last year.
- 30% of the population served has a library card. Started 2024 at 26%. The goal is to be at 32% by December 31<sup>st</sup>.
- Digital check outs continue to grow. Digital collections represent 58% of first-time checkout and 40% of total circulation.
- The Skamania bookmobile had a 46% increase in checkouts year over year in October.
- The Foundation’s report included a reminder about the upcoming Giving Tuesday on December 3.

6.2. **BRANCH REPORT: WOODLAND COMMUNITY LIBRARY** – At 6:33 p.m. Jennifer Huan provided a report on library updates and activities of the Woodland Community Library and the Yale Valley Library District. It has been a year of transition for the Woodland Community Library. Construction on the new library began in October or 2023. Huan thanked the board for all their work in review and approvals to make the project a reality.

- **Community connections:** Woodland Community Library is very active in the community promoting library services and resources for example, Planter’s Day, the annual Woodland Festival, Hot Summer Nights at the Park, and a fishing derby.
- **Programing:** The Museum of Curious Things had 150 participants, topped by the popular Reptile Man. Master Gardner series and Hammer Dulcimer presentation were very successful.
- **Friends of the Library and Fundraising:** The Woodland Friends group is a dedicated and passionate group of library supporters, who were very active in this time of transition. The annual fundraiser, Love Your Library, held in April raised approximately \$40,000 to add to the building fund.
- **New Woodland Community Library:** FVRL was awarded the Vancouver Business Journal’s Community Catalyst Award and Top Project in the public sector category for 2024. The grand opening on October

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



12 was a huge success. 675 items were checked out on that day alone. There have been 206 new library accounts opened since the building opened.

- **Yale Valley Library District:** Yale Valley has been open three years. It is staffed 15 hours a week and allows card access 7 days a week. The Yale Valley Library District Board of Trustees has a seat vacancy, with a second seat to open when a term ends in the summer. Since opening about 3 years ago, the library has steadily grown with nearly 300 new cards issued and 850 patron visits in the month of October. The library provides internet, printing and study space to the community it serves.

**6.3. FINANCIAL STATEMENTS AND HIGHLIGHTS** – At 6:46 p.m. Catrina Galicz provided the financial statement of highlights for the month ending September 2024.

**September Statement of Cash:** The cash balance at the beginning of year was just over \$19 million and as of the end of September is \$13.7 million, a decrease of \$5.3 million. This is all expected. Operational reserves are \$73,000 shy of meeting the 90-day reserve target. This is expected due to the cadence of property taxes coming in, so October numbers will cast a very different picture. This illustrates the importance of necessity of that 60–90-day reserve target in the policy due to the fluctuation in cash flow. The \$4 million in reserves for the Woodland Library have been fully spent as an organization.

**September Statement of Revenue:** All reoccurring operating revenues are meeting or exceeding expectation year to date based on timing and other influences. Property taxes are showing 60% through September. Investment interest continues to do better than expectations. Also incoming is revenue for the Woodland project as the district billed the foundation for the donations to go toward the project. These revenues related to the project will be expected to come in through the end of the year.

**September Statement of Expenses:** All operating expenses year to date are meeting or exceeding expectations. Most are under budget. The year-to-date percent of personnel is 66% of expected budget. Supplies and library books and materials are at 64% of budget though the expectation is to close that gap by year end. The 9% gap under budget in personnel is due to several key positions that were unfilled for most of the year.

**RECEIVE AND FILE SEPTEMBER FINANCIAL STATEMENTS** – At 6:51 p.m. Mary Ann Duncan-Cole made a motion to approve receiving and filing the September financial statements. Mary Williams seconded. Motion approved with 4 out of 4 votes.

## 7. BUSINESS

### 7.1. FACILITIES AND FINANCE COMMITTEE

**2025 Budget (2nd Reading)** – At 6:52 p.m. Jennifer Giltrop and Catrina Galicz presented on the second reading of the 2025 budget. The draft 2025 budget remains largely unchanged with the exception that the year-to-date numbers were updated to include September actuals. The use of reserves has been increased by just under \$1.9 million to cover expenses added to the expenditure budget. Those additions in expenditures account for; adjustments to benefits and a rate increase for L&I, paid family medical leave, and other rate increases based on new information. Library books and materials budget raised by \$100,000. Professional services number increased to adjust amount estimated for state Auditor’s Office audit based on this year’s auditing costs, a compensation study and facilities and strategic planning efforts accounted for in the 2025 budget. An increase of \$500,000 budgeted in intergovernmental services are elections costs. This is an estimate of expenses to put forward a levy lid lift on the ballot. Finally, there was an increase in capital outlay amongst buildings owned and non-owned for needed refresh efforts. All of this increased the budget by \$846,000, increasing the need for use of operating reserves in 2025.

Looking at the 2025 Reserves budget, due to the aforementioned vacancies of key positions that resulted savings in the 2024 personnel budget, along with not being able to move forward with a facilities and strategic plan in 2024 and the associated savings, a cash fund balance can be anticipated to roll over. So, the budget now

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

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



reflects an increase of cash expected at the end of the year and rolling it over accordingly. What was expected going into the year was \$15 million according to the last draft. Now the expectation in the beginning of 2025 is to have \$17 million. So, the addition of this cash, the increase of expenses, and the additional use of reserves results in a net positive impact at the end of 2025 by \$642,000. The \$4 million for the Washougal project and \$7.9 in the operational fund it is noteworthy to point out that at the end of 2025 no projects remain that have balances, meaning there are no dollars for capital repairs and maintenance after 2025.

Going into 2026, the forecast remains that the district will not be able to meet the 90-day operating expense reserve and 2026 has no capital planned, only operational costs. Projecting further going into 2027 the forecast remains that the district will not meet the 60- or 90-day test. By 2030, at current projected revenue, the district will be at least \$40 million short to meet the same level of service (meaning same hours, staffing and expenses as seen today). Without a levy lid lift, the district will be in a position that by 2026 it will have to cut back hours, staff and there is already no room for capital and maintenance in the budget.

The budget will be on the agenda in December for a public hearing before the board votes on the budget. Changes to this draft budget are not expected but minimal updates might be made.

**2025 Property Tax Levy – Public Hearing** – At 7:03 p.m. Acting Chair Coffey opened a Public Hearing for the 2025 Property Tax Levy. The floor was given to Galicz to provide context about 2025 property tax levy before public comment. Annually the district is required to tell the counties that it would like to increase by the full 1%. The board signs a resolution certifying the request of the full 1% allowed. This goes to Clark County which produces a millage rate which is set at the same rate throughout all the counties. Following Galicz's explanation, at 7:05 p.m. Coffey opened the public comment portion of the public hearing. Public comment would be set for no more than 30 minutes and individuals were allowed 2 minutes to speak. Public hearing comments were made by the following:

Ann Bauer of Vancouver made a public comment in support of the levy.

Acting Chair Coffey asked for any trustee comments. Mary Williams thanked Galicz and Giltrop for their work and the focus on these issues since the September retreat. Mary Ann Duncan-Cole expressed her appreciation for all the work that went into this month's board packet.

At 7:08 p.m. Acting Chair Coffey closed the public comment portion of the 2025 Property Tax Levy and asked for a motion to adopt Resolution 2024-10 adopting the 2025 Property Tax Levy. Mary Williams made a motion to approve adopting the 2025 Property Tax Levy. Mary Ann Duncan-Cole seconded. Motion approved with 4 out of 4 votes.

- 8. Levy Lid Lift**– At 7:09 p.m. Acting Chair Coffey gave the floor to Giltrop to discuss the levy lid lift. FVRL hasn't done a levy lid lift since 2011, 14 years ago. As the 2025 budget 2<sup>nd</sup> reading illustrated, the district is at the point where expenses are outpacing revenues and to continue to offer the same level of service, or to improve services, the district will need to ask the voters to lift the district back to a full levy amount. A library district can statutorily collect 50 cents per thousand dollars of taxable assessed value. In 2024 the district is at 27 cents per \$1,000 of taxable assessed value. In order to keep the operating fund balance above the 60 to 90 days target by 2026, the district will have to increase the levy collected or will have to reduce services. In the coming weeks and months financial modeling will be produced that will outline what the district will do if the levy is passed and what the district will have to do if a levy lid lift doesn't pass or isn't pursued. Since the main cost of operating libraries is having the staff to open them, reducing staff and reducing hours will be the likely outcome

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

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



in the case that a levy lid lift does not happen. The levy lid lift will require community outreach to explain how property taxes and levy lid lifts work in Washington state. As the district engages in the strategic planning and facilities assessment process, administration will learn where libraries and additional services are needed. The district will celebrate 75 years of service in 2025. Messaging to the community the importance of the service libraries provide to the community will be crucial to ensuring that the next 75 years. This next year will provide a great opportunity to engage with community while at the same time helping educate everyone on where the library is financially and the need for this levy lid lift.

The next steps will be a discussion at the December meeting with the recommendation regarding both the date to be on the ballot and the resolution that is required to be sent to the each of the county auditors to place the levy lid lift on the ballot. The board will also need to identify individuals who will serve on pro and con committees to prepare statements for the voter's pamphlet. Based on the board's decision, staff will dig into developing a detailed financial plan and service impacts related to the levy lid lift, as well as a communications plan to begin outreach to the 4,200 square mile district. This year has been focused on internal transitions of the library. New staff at the administrative level are ready to get to work on this planning and outreach in 2025 to meet the needs for the future of this diverse community the district serves.

9. **2025 FVRL board meeting schedule** – At 7:20 p.m. Mary Williams made a motion to approve the 2025 FVRL Board Meeting Schedule. Mary Ann Duncan-Cole seconded. Motion approved with 4 out of 4 votes. Giltrop noted that the lack of a retreat was intentional because with strategic planning and a levy lid lift there would likely be several work session meetings will be scheduled as needed.
10. **Board comments** – at 7:22 p.m. Acting Chair Coffey made a comment to thank the staff, particularly Sherry Braga, as well as Justin Keeler and Jennifer Giltrop, for their service to volunteers at the volunteer appreciation event the previous Saturday. Olga Hodges thanked Marie for chairing the meeting and commended her for a job well done.
11. **Setting for next regular meeting:** Monday, December 16 at 6:00 p.m. at the Vancouver Community Library. It will be a hybrid (in-person/online) meeting.
12. **ADJOURNMENT** – At 7:23 p.m. Motion to adjourn moved by Mary Ann Duncan-Cole and seconded by Mary Williams.

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT**

Approval of Claims

As of

**December 16, 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, December 16, 2024, The Board of Directors, by a \_\_\_\_\_  
 vote does approve for payment the following vouchers, warrants, voids, and electronic transfers issued  
November 1, 2024 through November 30, 2024

<b>Accounts Payable Warrants Issued</b>	Numbers	<u>120682</u>	Through	<u>120904</u>	<u>\$ 1,612,328.03</u>
---	---------	---------------	---------	---------------	------------------------

<b>Accounts Payable EFT Payments</b>		<u>EFT02288</u>	Through	<u>EFT02357</u>	<u>\$ 171,189.33</u>
--------------------------------------	--	-----------------	---------	-----------------	----------------------

<b>Subtotal FVRL General Fund Warrants, EFTS, Voids</b>					<u>\$ 1,783,517.36</u>
---	--	--	--	--	------------------------

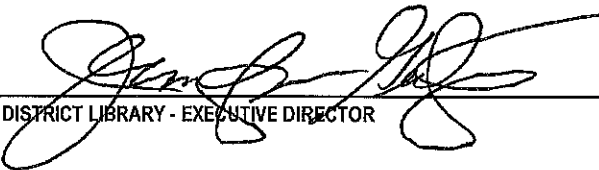
<b>Payroll Electronic Fund Transfers</b>	Numbers	<u>20241108</u>	Through	<u>20241125</u>	<u>\$ 1,091,734.79</u>
--	---------	-----------------	---------	-----------------	------------------------

**Other Electronic Fund Transfers Completed**

<i>Vendor</i>	<i>Date</i>	<i>Amount</i>	
ADP Payroll Fees		\$5,065.27	
Kaiser HSA		\$55.25	
WA DOR - Sales/Use Tax		\$1,154.47	
WA DRS - DCP		\$68,817.41	
WA DRS - DCP		\$5,461.86	
WA DRS - PERS		\$83,004.65	
WA DRS - PERS		\$4,908.01	
FNBO Visa		\$22,903.39	
			<u>\$211,370.31</u>

<b>Subtotal FVRL General Fund Warrants, Transfers, Direct Deposits, Voids</b>					<u>\$ 3,086,622.46</u>
---	--	--	--	--	------------------------

<b>Total Transactions for Approval</b>					<u><u>\$ 3,086,622.46</u></u>
--	--	--	--	--	-------------------------------

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

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



Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ACTI0002	Payment	11/1/2024	120682	ACTION TECHNOLOGY SYSTEMS	\$ 402.18
AFSC0001	Payment	11/1/2024	120683	AFSCME	2,668.81
ALLSTAR01	Payment	11/1/2024	120684	ALL STAR RENT A FENCE	2,343.60
ALLY0001	Payment	11/1/2024	120685	ALLYNS BUILDING CENTER	94.15
AMAZ0001	Payment	11/1/2024	120686	AMAZON.COM CREDIT	10.86
AT&T0001	Payment	11/1/2024	120687	AT & T	866.72
BAKE0002	Payment	11/1/2024	120688	BAKER & TAYLOR	10,787.16
CDWG0001	Payment	11/1/2024	120689	CDW GOVERNMENT INC	16,639.41
CENT0001	Payment	11/1/2024	120690	CENTER POINT PUBLISHING	438.66
CINC0001	Payment	11/1/2024	120691	CINCINNATI INSURANCE COMPANIES	14,008.00
CITY0005	Payment	11/1/2024	120692	CITY OF NORTH BONNEVILLE	240.00
CLAR0004	Payment	11/1/2024	120693	CLARK PUD	3,386.26
COLU0009	Payment	11/1/2024	120694	COLUMBIA RIVER ECONOMIC DEVELOPMENT COUNCIL	1,000.00
COPY0002	Payment	11/1/2024	120695	COPY EXPRESS	161.54
DATA0002	Payment	11/1/2024	120696	DATA 2 CORPORATION	1,233.59
EBSC0001	Payment	11/1/2024	120697	EBSCO INFORMATION SERVICES	78,800.00
ECOL0001	Payment	11/1/2024	120698	ECOLIGHTS NORTHWEST, LLC	109.72
EMBA0001	Payment	11/1/2024	120699	CENTURYLINK formerly Embarq	852.61
FERG0001	Payment	11/1/2024	120700	FERGUSON ENTERPRISES, INC #3007	153.01
FIND0001	Payment	11/1/2024	120701	PLAYAWAY PRODUCTS, LLC	510.72
FORT0002	Payment	11/1/2024	120702	FVRL FOUNDATION	20.00
GALE0002	Payment	11/1/2024	120703	GALE GROUP	2,748.30
GOLD0014	Payment	11/1/2024	120704	GOLDENDALE TIRE CENTER	419.25
HANO0001	Payment	11/1/2024	120705	HANOVER INSURANCE GROUP	4,374.00
HARR0001	Payment	11/1/2024	120706	HARRYS KEY SERVICE, INC.	107.23
ICMA0001	Payment	11/1/2024	120707	ICMA RETIREMENT CORPORATION	7,284.46
INGR0001	Payment	11/1/2024	120708	INGRAM	33,290.01
KAIS0001	Payment	11/1/2024	120709	KAISER FOUNDATION HEALTH PLAN	242,939.31
KANO0001	Payment	11/1/2024	120710	KANOPY LLC	7,848.00
KLIC0002	Payment	11/1/2024	120711	KLICKITAT COUNTY PUD	1,603.36
KONE0001	Payment	11/1/2024	120712	KONE INC	1,236.70

LABO0001	Payment	11/1/2024	120713	DEPT OF LABOR AND INDUSTRIES	114.10
LABO0003	Payment	11/1/2024	120714	DEPT OF LABOR & INDUSTRIES	31.80
LAND0010	Payment	11/1/2024	120715	LANDI, LINDA (VENDOR)	182.64
LAZE0004	Payment	11/1/2024	120716	GISI MARKETING GROUP	395.28
LESS0001	Payment	11/1/2024	120717	LES SCHWAB TIRE CENTER	108.38
LEXI0003	Payment	11/1/2024	120718	LEXIS PUBLISHING MATTHEW BENDER	355.79
LING0003	Payment	11/1/2024	120719	LINGUAVA	540.86
M&CC0001	Payment	11/1/2024	120720	M&C CONSTRUCTION LLC	5,238.38
MIDW0001	Payment	11/1/2024	120721	MIDWEST LIBRARY SERVICE	94.07
MIDW0002	Payment	11/1/2024	120722	MIDWEST TAPE	1,892.77
MINI0002	Payment	11/1/2024	120723	MINIDOKA SWING BAND	500.00
MORG0004	Payment	11/1/2024	120724	MORGAN, KRISTINA	24.12
NAPA0001	Payment	11/1/2024	120725	NAPA GENUINE PARTS (CORP)	131.31
NATI0032	Payment	11/1/2024	120726	NATIONWIDE PREMIUM HOLDING	132.92
NORT0005	Payment	11/1/2024	120727	NORTHWEST NATURAL GAS COMPANY	457.56
OFFI0001	Payment	11/1/2024	120728	OFFICE DEPOT CARD PLAN	2,774.19
OREG0002	Payment	11/1/2024	120729	OREGON EQUIPMENT COMPANY, INC	564.38
OVER0004	Payment	11/1/2024	120730	OVERDRIVE	76,366.22
PFMF0001	Payment	11/1/2024	120731	PFM FINANCIAL ADVISORS LLC	2,177.96
PROQ0001	Payment	11/1/2024	120732	PROQUEST	8,967.30
ROBE0013	Payment	11/1/2024	120733	ROBERT HALF FINANCE & ACCOUNTING	17,918.49
ROWM0001	Payment	11/1/2024	120734	ROWMAN & LITTLEFIELD PUBLISHING GROUP	571.45
SHOW0001	Payment	11/1/2024	120735	SHOWCASES	186.30
SIMP0003	Payment	11/1/2024	120736	SIMPLE SAFETY SOLUTIONS	1,250.00
SKAM0001	Payment	11/1/2024	120737	SKAMANIA COUNTY PUD #1	406.08
STAN0013	Payment	11/1/2024	120738	STANLEY CONVERGENT SECURITY SOLUTIONS, INC.	37.95
THOM0015	Payment	11/1/2024	120739	THOMSON REUTERS-WEST PUBLISHING CORP	956.58
THYS0001	Payment	11/1/2024	120740	THYSSENKRUPP ELEVATOR CORP	2,112.37
TOWN0007	Payment	11/1/2024	120741	THE TOWN OF YACOLT	200.00
ULIN0001	Payment	11/1/2024	120742	ULINE	1,096.56
USAM0002	Payment	11/1/2024	120743	USA MECHANICAL	1,510.93
VALU0001	Payment	11/1/2024	120744	VALUE LINE PUBLISHING LLC	19,135.00

VANC0001	Payment	11/1/2024	120745	CITY OF VANCOUVER UTILITIES	1,681.10
VANC0025	Payment	11/1/2024	120746	CITY OF VANCOUVER- FINANCIAL SERVICES	63.00
VERI0002	Payment	11/1/2024	120747	VERIZON	2,517.54
WALTO001	Payment	11/1/2024	120748	WALTER E NELSON COMPANY	1,034.69
WING0001	Payment	11/1/2024	120749	WINGFOOT PLASTICS & PRINTING INC	4,720.87
WOOD0001	Payment	11/1/2024	120750	CITY OF WOODLAND	220.98
WTCO0001	Payment	11/1/2024	120751	WT COX SUBSCRIPTIONS	50.00
ALLY0001	Payment	11/13/2024	120752	ALLYNS BUILDING CENTER	47.59
BACK0002	Payment	11/13/2024	120753	BACKSTAGE LIBRARY WORKS	133.04
BAKE0002	Payment	11/13/2024	120754	BAKER & TAYLOR	2,952.09
BATT0001	Payment	11/13/2024	120755	CITY OF BATTLE GROUND	1,122.41
BRAI0002	Payment	11/13/2024	120756	BRAINFUSE, INC	46,500.00
BURGOO05	Payment	11/13/2024	120757	BURGEON GROUP, INC	2,638.19
CBMS0001	Payment	11/13/2024	120758	CBM SYSTEMS LLC - LC	399.11
CBMS0002	Payment	11/13/2024	120759	CBM SYSTEMS LLC - RI	1,896.17
CBMS0003	Payment	11/13/2024	120760	CBM SYSTEMS LLC - ST	1,072.14
CBMS0004	Payment	11/13/2024	120761	CBM SYSTEMS LLC - VM	1,387.14
CBMS0005	Payment	11/13/2024	120762	CBM SYSTEMS LLC - YAC	377.03
CBMS0006	Payment	11/13/2024	120763	CBM SYSTEMS LLC - YAL	628.75
CENT0001	Payment	11/13/2024	120764	CENTER POINT PUBLISHING	438.66
CENT0009	Payment	11/13/2024	120765	CENTURY LINK	70.72
CHIC0004	Payment	11/13/2024	120766	CHICAGO DISTRIBUTION CENTER	63.41
CITG0002	Payment	11/13/2024	120767	CIT GROUP- DW LEASE	16,539.54
CLAR0004	Payment	11/13/2024	120768	CLARK PUD	9,800.23
CLAR0026	Payment	11/13/2024	120769	CLARK REG WASTEWTR	98.26
CLEA0007	Payment	11/13/2024	120770	CLEAN WORLD MAINT-WS	1,943.61
CLEA0009	Payment	11/13/2024	120771	CLEAN WORLD MAINT- WD	1,270.37
CLEA0010	Payment	11/13/2024	120772	CLEAN WORLD MAINT-WA	326.51
CLEA0011	Payment	11/13/2024	120773	CLEAN WORLD MAINT-BG	3,477.28
CLEA0013	Payment	11/13/2024	120774	CLEAN WORLD MAINT - HQ	4,386.77
CLEA0017	Payment	11/13/2024	120775	CLEAN WORLD MAINT - TC	2,832.50
CLEA0018	Payment	11/13/2024	120776	CLEAN WORLD MAINT - VA	34,636.84

CLEA0020	Payment	11/13/2024	120777	CLEAN WORLD MAIN - CP	4,979.64
COFF0003	Payment	11/13/2024	120778	COFFMAN ENGINEERS, INC	1,200.00
COLU0003	Payment	11/13/2024	120779	COLUMBIA RESOURCE COMPANY	303.54
COMC0002	Payment	11/13/2024	120780	COMCAST INSTITUTIONAL NETWORKS	23,600.59
CONT0005	Payment	11/13/2024	120781	CONTRACT FLOORING & INTERIORS	3,683.00
COPY0002	Payment	11/13/2024	120782	COPY EXPRESS	2,091.39
CORP0003	Payment	11/13/2024	120783	CORPORATE SUPPLY LLC	293.14
DESH0001	Payment	11/13/2024	120784	MONIKA DESHPANDE	600.00
EBSC0001	Payment	11/13/2024	120785	EBSCO INFORMATION SERVICES	21,664.00
EMBA0001	Payment	11/13/2024	120786	CENTURYLINK formerly Embarq	473.63
FIND0001	Payment	11/13/2024	120787	PLAYAWAY PRODUCTS, LLC	1,571.03
FRAS0005	Payment	11/13/2024	120788	FRASER, ELISABETH	75.00
GALE0002	Payment	11/13/2024	120789	GALE GROUP	699.28
GROO0003	Payment	11/13/2024	120790	GRO OUTDOOR LIVING	2,387.50
GROV0001	Payment	11/13/2024	120791	GROVER ELECTRIC AND PLUMBING	2.52
H2OR0001	Payment	11/13/2024	120792	H2OREGON	7.55
HACK0003	Payment	11/13/2024	120793	HACKER	1,310.58
HISC0001	Payment	11/13/2024	120794	WHITE SALMON ACE HARDWARE	46.75
HOME0001	Payment	11/13/2024	120795	HOME DEPOT CREDIT SERVICES	1,466.50
ICMA0001	Payment	11/13/2024	120796	ICMA RETIREMENT CORPORATION	6,056.89
INGR0001	Payment	11/13/2024	120797	INGRAM	45,071.65
INTE0018	Payment	11/13/2024	120798	INTERIOR TECHNOLOGY INC	2,726.20
KANO0001	Payment	11/13/2024	120799	KANOPY LLC	7,932.00
KETE0001	Payment	11/13/2024	120800	KETER ENVIRONMENTAL SERVICES INC	101.63
KINO0001	Payment	11/13/2024	120801	KINOKUNIYA BOOKSTORES OF AMERICA	25.46
LACE0003	Payment	11/13/2024	120802	CITY OF LA CENTER	76.60
LANDS001	Payment	11/13/2024	120803	LANDSCAPE FORMS	5,357.16
LAZE0004	Payment	11/13/2024	120804	GISI MARKETING GROUP	503.01
LECT0001	Payment	11/13/2024	120805	LECTORUM PUBLICATIONS INC	688.87
LESS0001	Payment	11/13/2024	120806	LES SCHWAB TIRE CENTER	208.62
MACD0003	Payment	11/13/2024	120807	MACDONALD-MILLER	6,692.18
MIDW0001	Payment	11/13/2024	120808	MIDWEST LIBRARY SERVICE	31.73

MIDW0002	Payment	11/13/2024	120809	MIDWEST TAPE	18,296.59
MORN0001	Payment	11/13/2024	120810	MORNINGSTAR	16,786.00
MULT0001	Payment	11/13/2024	120811	MULTI-CULTURAL BOOKS & VIDEOS	73.85
NAPA0001	Payment	11/13/2024	120812	NAPA GENUINE PARTS (CORP)	67.45
NASH0001	Payment	11/13/2024	120813	NASHCO PHOTOGRAPHY LLC	4,050.00
NEOP0002	Payment	11/13/2024	120814	QUADIENT, INC	587.07
NEWS0001	Payment	11/13/2024	120815	NEWSBANK INC	29,834.00
NORT0005	Payment	11/13/2024	120816	NORTHWEST NATURAL GAS COMPANY	6,509.66
OCLC0002	Payment	11/13/2024	120817	OCLC INC - RSC SHRG/MTDT/CTLG	4,086.01
OFFI0013	Payment	11/13/2024	120818	OFFICE INTERIOR CONCEPTS	3,187.74
OLMS0001	Payment	11/13/2024	120819	OLMSTEAD, BARRIE	869.60
OREI0002	Payment	11/13/2024	120820	OREILLY MEDIA INC	3,570.03
OVER0002	Payment	11/13/2024	120821	AUTHORITY DOCK & DOOR	1,329.43
OVER0004	Payment	11/13/2024	120822	OVERDRIVE	117,702.20
PARK0008	Payment	11/13/2024	120823	PARKROSE HARDWARE/BLUE TARP	13.86
PLAT0001	Payment	11/13/2024	120824	PLATT ELECTRIC SUPPLY	2,421.79
PLYU0001	Payment	11/13/2024	120825	PLYUSHCHAY, YULIA	75.00
RIDG0005	Payment	11/13/2024	120826	RIDGEFIELD, CITY OF	207.11
ROBE0013	Payment	11/13/2024	120827	ROBERT HALF FINANCE & ACCOUNTING	10,586.54
ROSE0001	Payment	11/13/2024	120828	ROSEN PUBLISHING GROUP	7,250.00
SHUR0001	Payment	11/13/2024	120829	SHUR-WAY BUILDING CENTERS	84.08
SWIN0001	Payment	11/13/2024	120830	SWINGRUBER, JURINDA	12.06
TECT0001	Payment	11/13/2024	120831	ENAVATE MANAGED SERVICES, INC	489.15
THOM0015	Payment	11/13/2024	120832	THOMSON REUTERS-WEST PUBLISHING CORP	956.58
TOYO0001	Payment	11/13/2024	120833	VANCOUVER TOYOTA	327.04
TSAI0001	Payment	11/13/2024	120834	TSAI FONG BOOKS, INC	41.00
ULIN0001	Payment	11/13/2024	120835	ULINE	511.53
UNUM0002	Payment	11/13/2024	120836	UNUM LIFE INS CO OF AMERICA	14,968.11
USAM0002	Payment	11/13/2024	120837	USA MECHANICAL	3,499.32
VANC0001	Payment	11/13/2024	120838	CITY OF VANCOUVER UTILITIES	2,167.35
VANC0025	Payment	11/13/2024	120839	CITY OF VANCOUVER- FINANCIAL SERVICES	91.00
VASH0001	Payment	11/13/2024	120840	VASHA-KNIGA.COM	16.66

VOCE0001	Payment	11/13/2024	120841	VOCERA COMMUNICATIONS, INC	4,224.08
WALT0001	Payment	11/13/2024	120842	WALTER E NELSON COMPANY	400.75
WASH0049	Payment	11/13/2024	120843	CITY OF WASHOUGAL	17.22
WAST0001	Payment	11/13/2024	120844	WASTE CONNECTIONS INC	4,942.32
WAVE0001	Payment	11/13/2024	120845	ASTOUND BROADBAND POWERED BY WAVE	8,278.63
WHEE0006	Payment	11/13/2024	120846	WHEELERCREEK STUDIO INC.	1,830.00
WHIT0001	Payment	11/13/2024	120847	CITY OF WHITE SALMON	182.11
WOOD0001	Payment	11/13/2024	120848	CITY OF WOODLAND	3,487.42
WTCO0001	Payment	11/13/2024	120849	WT COX SUBSCRIPTIONS	65,996.24
ZAYO0001	Payment	11/13/2024	120850	ZAYO GROUP, LLC	3,215.28
ZIPL0001	Payment	11/13/2024	120851	ZIPLY FIBER	117.02
ZZZZ0452	Payment	11/13/2024	120852	DANIELS, LEANNE	25.00
ADVA0010	Payment	11/27/2024	120853	ADVANCED ELECTRIC SIGNS INC	350.68
AFSC0001	Payment	11/27/2024	120854	AFSCME	2,731.86
AVIS0001	Payment	11/27/2024	120855	AVISTA UTILITIES	52.92
BAKE0002	Payment	11/27/2024	120856	BAKER & TAYLOR	5,015.56
BHPH0001	Payment	11/27/2024	120857	B&H Video Pro Audio	2,707.96
CBMS0004	Payment	11/27/2024	120858	CBM SYSTEMS LLC - VM	480.00
CITY0005	Payment	11/27/2024	120859	CITY OF NORTH BONNEVILLE	240.00
CLAR0004	Payment	11/27/2024	120860	CLARK PUD	3,299.03
CLEA0017	Payment	11/27/2024	120861	CLEAN WORLD MAINT - TC	669.50
COWL0001	Payment	11/27/2024	120862	COWLITZ COUNTY PUD	878.37
DISC0002	Payment	11/27/2024	120863	DISCOUNT SCHOOL SUPPLY	501.91
DUNC0001	Payment	11/27/2024	120864	DUNCAN-COLE, MARYANN	101.44
ECOL0001	Payment	11/27/2024	120865	ECOLIGHTS NORTHWEST, LLC	33.20
EMBA0001	Payment	11/27/2024	120866	CENTURYLINK formerly Embarq	423.15
FORT0002	Payment	11/27/2024	120867	FVRL FOUNDATION	20.00
GALE0002	Payment	11/27/2024	120868	GALE GROUP	1,527.22
GALI0001	Payment	11/27/2024	120869	GALICZ, CATRINA	75.00
GBMA0001	Payment	11/27/2024	120870	GB MANCHESTER CORPORATION	156.99
HARR0001	Payment	11/27/2024	120871	HARRYS KEY SERVICE, INC.	11.89
ICMA0001	Payment	11/27/2024	120872	ICMA RETIREMENT CORPORATION	5,758.80
INGR0001	Payment	11/27/2024	120873	INGRAM	13,570.76
KAIS0001	Payment	11/27/2024	120874	KAISER FOUNDATION HEALTH PLAN	243,813.52
KLIC0005	Payment	11/27/2024	120875	KLICKITAT COUNTY ER&R DEPT.	848.40
LABO0003	Payment	11/27/2024	120876	DEPT OF LABOR & INDUSTRIES	31.80

LAND0010	Payment	11/27/2024	120877	LANDI, LINDA (VENDOR)	68.49
LAZE0004	Payment	11/27/2024	120878	GISI MARKETING GROUP	538.96
LING0003	Payment	11/27/2024	120879	LINGUAVA	136.50
MICR0004	Payment	11/27/2024	120880	MICROMAIN CORPORATION	4,408.87
MTAD0001	Payment	11/27/2024	120881	MT ADAMS CHAMBER OF COMMERCE	85.00
NATI0032	Payment	11/27/2024	120882	NATIONWIDE PREMIUM HOLDING	132.92
NINJ0001	Payment	11/27/2024	120883	NINJIO LLC	9,913.68
NORT0005	Payment	11/27/2024	120884	NORTHWEST NATURAL GAS COMPANY	41.22
OFFI0001	Payment	11/27/2024	120885	OFFICE DEPOT CARD PLAN	1,341.41
OVER0004	Payment	11/27/2024	120886	OVERDRIVE	48,682.89
PACI0001	Payment	11/27/2024	120887	PACIFIC OFFICE AUTOMATION	6,079.39
PLAT0001	Payment	11/27/2024	120888	PLATT ELECTRIC SUPPLY	20.42
QWES0001	Payment	11/27/2024	120889	CENTURY LINK formerly Qwest	1,993.76
ROBE0013	Payment	11/27/2024	120890	ROBERT HALF FINANCE & ACCOUNTING	11,716.80
RODD0001	Payment	11/27/2024	120891	RODDA PAINT CO	98.87
SCHO0004	Payment	11/27/2024	120892	SCHOLASTIC INC	449.81
SIGN0006	Payment	11/27/2024	120893	IMAGE360	21.72
SKAM0001	Payment	11/27/2024	120894	SKAMANIA COUNTY PUD #1	403.37
SQBO0001	Payment	11/27/2024	120895	SQBOX SOLUTIONS LTD	5,900.00
STAN0013	Payment	11/27/2024	120896	STANLEY CONVERGENT SECURITY SOLUTIONS, INC.	37.95
STAT0003	Payment	11/27/2024	120897	STATE AUDITOR'S OFFICE	9,890.01
SUNB0001	Payment	11/27/2024	120898	SUNBELT RENTALS, INC	6,162.44
TOWN0007	Payment	11/27/2024	120899	THE TOWN OF YACOLT	200.00
TOYO0001	Payment	11/27/2024	120900	VANCOUVER TOYOTA	240.22
ULIN0001	Payment	11/27/2024	120901	ULINE	1,099.95
VERI0004	Payment	11/27/2024	120902	STERLING VOLUNTEERS	90.25
WALT0001	Payment	11/27/2024	120903	WALTER E NELSON COMPANY	4,762.67
WILL0024	Payment	11/27/2024	120904	WILLAMETTE GLASS	863.08
				<b>Subtotal Warrants</b>	<b>\$ 1,612,328.03</b>

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ALLE0011	Payment	11/1/2024	EFT02288	ALLEGIANCE BENEFIT PLAN MGMT - CONTR	\$ 2,789.18
ALLE0014	Payment	11/1/2024	EFT02289	ALLEGIANCE BENEFIT PLAN MGMT - FEES	110.50
ALLE0015	Payment	11/1/2024	EFT02290	ALLEGIANCE COBRA SERVICES INC	75.00
CABO0001	Payment	11/1/2024	EFT02291	CABOT, BELEN	250.00
CHIP0002	Payment	11/1/2024	EFT02292	CHIPMAN, BONNY	600.00
CLOU0001	Payment	11/1/2024	EFT02293	66 DEGREES, LLC	547.85
COFF0002	Payment	11/1/2024	EFT02294	MARIE COFFEY	14.74
CRUZ0003	Payment	11/1/2024	EFT02295	CRUZ, BRANDON	10.05
GARC0004	Payment	11/1/2024	EFT02296	GARCIA, MONICA	75.00
GETP0001	Payment	11/1/2024	EFT02297	GET PROGRAM	472.32
HELL0003	Payment	11/1/2024	EFT02298	HELLE, SUSAN	18.76
JOHN0045	Payment	11/1/2024	EFT02299	JOHNSTON, DIANE LYNETTE	936.06
JOSE0001	Payment	11/1/2024	EFT02300	JOSEPHSON, DAVE	335.50
KATH0001	Payment	11/1/2024	EFT02301	KATHY'S JANITORIAL - KATHLEEN L WHITNER	1,224.00
MART0015	Payment	11/1/2024	EFT02302	MARTIN, ELIZABETH	75.00
MINT0005	Payment	11/1/2024	EFT02303	MINTZ, KATHLEEN	75.00
MUNT0001	Payment	11/1/2024	EFT02304	MUNTEAN, LARISA	75.00
NASH0002	Payment	11/1/2024	EFT02305	NASH, ZOE	75.00
NORT0056	Payment	11/1/2024	EFT02306	NORTH PACIFIC MANAGEMENT	12,520.00
POWE0011	Payment	11/1/2024	EFT02307	POWERS, ANN	75.00
SAUN0001	Payment	11/1/2024	EFT02308	SAUNDERS, JENNIFER	300.00
SMET0002	Payment	11/1/2024	EFT02309	SMETANA, JOHN	75.00
THOM0010	Payment	11/1/2024	EFT02310	UP FOR GRABS, INC	400.00
THUR0001	Payment	11/1/2024	EFT02311	THURINGER, COURTNEY ROSE	100.00
WEST0004	Payment	11/1/2024	EFT02312	US CENTENNIAL VANCOUVER MALL LLC	9,732.18
WILL0031	Payment	11/1/2024	EFT02313	MARY WILLIAMS	36.92
WILL0032	Payment	11/1/2024	EFT02314	WILLIAMS, MELISSA	50.00
WPEA0001	Payment	11/1/2024	EFT02315	WPEA	2,926.60
WPEA0003	Payment	11/1/2024	EFT02316	WPEA UFCW	2,069.16
WYAT0001	Payment	11/1/2024	EFT02317	WYATT, DAVID	206.00
BURN0001	Payment	11/13/2024	EFT02318	LAURA BURNETT	75.00
CASC0010	Payment	11/13/2024	EFT02319	CANOPY	528.00
CLOU0001	Payment	11/13/2024	EFT02320	66 DEGREES, LLC	70.50
CRUZ0003	Payment	11/13/2024	EFT02321	CRUZ, BRANDON	75.00
FURG0001	Payment	11/13/2024	EFT02322	ANDREW FURGESON	635.00
GARD0003	Payment	11/13/2024	EFT02323	GARDEN DELIGHTS HERB FARM	50.00



GARN0002	Payment	11/13/2024 EFT02324	GARNER, LESLIE	250.00
GETP0001	Payment	11/13/2024 EFT02325	GET PROGRAM	472.32
KATH0001	Payment	11/13/2024 EFT02326	KATHY'S JANITORIAL - KATHLEEN L WHITNER	1,103.64
KUPP0001	Payment	11/13/2024 EFT02327	KUPPENS, JHON	50.00
QUIP0001	Payment	11/13/2024 EFT02328	THE QUIPU GROUP, LLC	8,335.00
SHRE0001	Payment	11/13/2024 EFT02329	SHRED NORTHWEST, LLC	130.44
TAIT0001	Payment	11/13/2024 EFT02330	TAITANO, RICHARD	250.00
VANC0039	Payment	11/13/2024 EFT02331	VANCOUVER BALLET FOLKLORICO	350.00
WEXB0001	Payment	11/13/2024 EFT02332	WEX BANK	4,483.59
WORN0001	Payment	11/13/2024 EFT02333	WORNATH, DANIEL L	75.00
WPEA0001	Payment	11/13/2024 EFT02334	WPEA	3,167.42
ALLE0015	Payment	11/27/2024 EFT02335	ALLEGIANCE COBRA SERVICES INC	75.00
BAUE001	Payment	11/27/2024 EFT02336	BAUER, ANN	5.36
BUEH0001	Payment	11/27/2024 EFT02337	BUEHNER, KRISTEN	75.00
CLOU0001	Payment	11/27/2024 EFT02338	66 DEGREES, LLC	271.75
COFF0002	Payment	11/27/2024 EFT02339	MARIE COFFEY	11.26
GETP0001	Payment	11/27/2024 EFT02340	GET PROGRAM	522.32
HERM0004	Payment	11/27/2024 EFT02341	PACIFICWRO	1,263.16
HOLT0003	Payment	11/27/2024 EFT02342	HOLTMANN, MIRANDA	18.76
INTE0023	Payment	11/27/2024 EFT02343	PEOPLESPLACE	76,679.50
KATH0001	Payment	11/27/2024 EFT02344	KATHY'S JANITORIAL - KATHLEEN L WHITNER	1,224.00
KLOM0001	Payment	11/27/2024 EFT02345	JOY L KLOMAN	300.00
MART0011	Payment	11/27/2024 EFT02346	YUKI MARTIN	450.00
MCCA0013	Payment	11/27/2024 EFT02347	MCCAFFERTY, KAITLYN	250.00
MEND0001	Payment	11/27/2024 EFT02348	MENDEZ, JULIAN	3,000.00
NORT0056	Payment	11/27/2024 EFT02349	NORTH PACIFIC MANAGEMENT	12,520.00
SHEP0004	Payment	11/27/2024 EFT02350	TRUE SHEPPARD	1,000.00
STOE0001	Payment	11/27/2024 EFT02351	STOEL RIVES LLP	1,604.85
TDJC0001	Payment	11/27/2024 EFT02352	TERESA D. JOHNSON CPA, INC.	615.00
WEST0004	Payment	11/27/2024 EFT02353	US CENTENNIAL VANCOUVER MALL LLC	9,732.18
WILL0031	Payment	11/27/2024 EFT02354	MARY WILLIAMS	32.70
WPEA0001	Payment	11/27/2024 EFT02355	WPEA	2,854.87
WPEA0003	Payment	11/27/2024 EFT02356	WPEA UFCW	2,069.16
WRAY0001	Payment	11/27/2024 EFT02357	WRAY, KEELIE	263.73
			<b>Subtotal EFT's</b>	
			<b>\$</b>	<b>171,189.33</b>

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ADP0001	Payment	11/30/2024	00000000000114994	ADP	\$ 5,065.27
KAIS0005	Payment	11/30/2024	00000000000114995	KAISER HSA	55.25
WASH0013	Payment	11/30/2024	00000000000114996	WASH DEPT OF RETIREMENT SYSTEM	182,191.93
WASH0007	Payment	11/30/2024	00000000000114997	WASHINGTON DEPT OF REVENUE	1,154.47
VISA0002	Payment	11/30/2024	00000000000114998	FNBO Visa	22,903.39
<b>Subtotal Other ACH Debit Transactions</b>					<b>\$ 211,370.31</b>

Vendor ID	Document Type	Document Date	Document Number	Vendor Name	Document Amount
ADP0001	Payment	10/4/2024	Payroll 11/08/2024	ADP - Net Payroll Wages	\$ 404,093.88
ADP0001	Payment	10/4/2024	Payroll 11/08/2024	ADP - Federal Payroll Taxes	134,071.33
ADP0001	Payment	10/4/2024	Payroll 11/08/2024	ADP - OR State Payroll Taxes	3,845.10
ADP0001	Payment	10/4/2024	Payroll 11/08/2024	ADP - PFML Taxes	4,221.11
ADP0001	Payment	10/4/2024	Payroll 11/08/2024	ADP - WA Cares Fund Taxes	3,156.81
ADP0001	Payment	10/4/2024	Payroll 11/08/2024	ADP - Garnishment	520.49
ADP0001	Payment	10/4/2024	Payroll 11/08/2024	ADP - Transit Tax	57.07
<b>Subtotal - 1st Pay Period</b>					<b>\$ 549,965.79</b>

ADP0001	Payment	10/4/2024	Payroll 11/25/2024	ADP - Net Payroll Wages	\$ 395,311.26
ADP0001	Payment	10/4/2024	Payroll 11/25/2024	ADP - Federal Payroll Taxes	134,969.08
ADP0001	Payment	10/4/2024	Payroll 11/25/2024	ADP - OR State Payroll Taxes	3,738.13
ADP0001	Payment	10/4/2024	Payroll 11/25/2024	ADP - PFML Taxes	4,121.12
ADP0001	Payment	10/4/2024	Payroll 11/25/2024	ADP - WA Cares Fund Taxes	3,097.01
ADP0001	Payment	10/4/2024	Payroll 11/25/2024	ADP - Garnishment	477.06
ADP0001	Payment	10/4/2024	Payroll 11/25/2024	ADP - Transit Tax	55.34
<b>Subtotal - 2nd Pay Period</b>					<b>\$ 541,769.00</b>

**Total Payroll for November** **\$ 1,091,734.79**

**Total Disbursements** **\$ 3,086,622.46**

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

December 31, 2023 Ending Cash Balance	19,056,296
Year-to-date Revenue Received	29,909,172
Year-to-date Expenditures	(28,799,645)
Adjustment for accrued expenditures	441,898
<b>Cash Balance October 31, 2024</b>	<b><u><u>\$ 20,607,720</u></u></b>

	Operational Reserves as of July 1, 2024	Net Operational Activity October 2024	Year-to-Date Totals thru October 2024	Operational Reserves as of October 31, 2024
Operational Reserve (Unassigned)	<b><u>\$ 8,715,870</u></b>	<u>6,999,415</u>	<u>1,551,425</u>	<b><u>\$ 14,289,226</u></b>
Target: Operational Fund > 60 to 90 days of annual operational budget				

	Reserves as of July 1, 2024	October 2024 Expenditures	Year-to-Date Totals thru October 2024	Cash Reserves as of October 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	-	(4,021,932)	-
Grand Blvd Remodel	-	-	-	-
Brush Prairie	-	-	-	-
Unassigned Capital	677,436	-	-	677,436
Obj 4 - Innovation	400,000	-	-	400,000
Obj 5 - Budget Stabilization Fund	-	-	-	-
<b>Cash Reserve Fund Expense Total</b>	<b><u>\$ 10,340,426</u></b>	<b><u>\$ -</u></b>	<b><u>\$ (4,021,932)</u></b>	<b><u>\$ 6,318,494</u></b>
	Beginning January 1, 2024			Ending October 31, 2024
<b>Overall Cash Balance</b>	<b><u><u>\$ 19,056,296</u></u></b>			<b><u><u>\$ 20,607,720</u></u></b>

# Fort Vancouver Regional Library District

Statement Of Revenue - Calendar Year 2024  
For the Month Ending October 2024 (With year-to-date totals)

	<b>2024 Amended Budget (Adopted 7/2024)</b>	<b>October 2024 Revenues</b>	<b>Year-to-Date Totals thru October 2024</b>	<b>Year - to - Date Annual Budget Percent</b>
<b>Property Taxes</b>				
Property Taxes - Clark	26,086,950	9,360,037	24,533,834	94%
Property Taxes - Skamania	714,643	33,181	482,921	68%
Property Taxes - Klickitat	1,359,320	25,084	945,739	70%
Property Taxes - Cowlitz	316,875	5,709	196,405	62%
<b>Total Property Taxes</b>	<b>28,477,788</b>	<b>9,424,011</b>	<b>26,158,899</b>	<b>92%</b>
<b>Other Taxes</b>				
Other General Tax	75,000	835	108,645	145%
Leasehold Excise Tax	115,000	600	123,348	107%
<b>Total Other Taxes</b>	<b>190,000</b>	<b>1,435</b>	<b>231,992</b>	<b>122%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
Federal in-lieu of Taxes	45,000	2,825	14,256	32%
Grants through ESD 112	6,000	-	8,674	145%
State Forest Boards	40,000	5,967	79,854	200%
Yale Valley Library Dist	165,000	-	80,174	49%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>256,000</b>	<b>8,793</b>	<b>182,958</b>	<b>71%</b>
<b>Charges for Services</b>				
Equipment Use Fees	40,000	4,083	38,611	97%
Non-Resident Borrower Fee	8,000	1,613	10,306	129%
Lost / Damaged Material Fee	32,000	2,111	36,641	115%
<b>Total Charges for Services</b>	<b>80,000</b>	<b>7,807</b>	<b>85,558</b>	<b>107%</b>
<b>Miscellaneous</b>				
Investment Interest	475,000	45,552	531,313	112%
Rental Income	2,000	791	7,479	374%
Gifts/Contributions	-	28	897	100%
Library Friends Groups' Reimbursements	20,000	1,795	24,949	125%
Woodland Friends Reimbursements - Project	655,000	-	-	0%
Library Foundation Reimbursements	35,450	3,428	58,016	164%
Foundation Reimbursements (Grants)	2,449,550	-	2,449,550	100%
Foundation Reimbursements (Other Project)	175,000	705	16,741	10%
Insurance Reimbursements	2,500	-	-	0%
Miscellaneous	2,500	243	4,767	191%
Other Miscellaneous - E-Rate	120,000	-	149,164	124%
Sale of Assets	10,000	-	6,888	69%
<b>Total Miscellaneous</b>	<b>3,947,000</b>	<b>52,542</b>	<b>3,249,764</b>	<b>82.3%</b>
<b>Total Operating Revenue</b>	<b>\$ 32,950,788</b>	<b>9,494,586</b>	<b>29,909,172</b>	<b>91%</b>
Use of Reserves to Balance Operating Budget	<b>\$400,000</b>		<b>262,611</b>	66%
Use of Reserves to Balance Capital Budget	<b>\$4,021,932</b>	-	<b>4,021,932</b>	100%
<b>Use of Cash Reserves</b>	<b>\$ 4,421,932</b>	<b>-</b>	<b>4,284,543</b>	<b>97%</b>
<b>Total Revenues and Use of Cash Reserves</b>	<b>\$37,372,720</b>	<b>9,494,586</b>	<b>34,193,715</b>	<b>91%</b>

Jan.-Dec. 2024 Fiscal Year

October is the 10th month of the fiscal year. Year-to-date budget percentages should be at 83%, representing 10/12 months.

# Fort Vancouver Regional Library District

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

	<b>2024 Amended Budget (Adopted 7/2024)</b>	<b>October 2024 Expenditures</b>	<b>Year-to-Date Totals thru October 2024</b>	<b>Year to Date Annual Budget Percentage</b>
<b>Operating Expenditures:</b>				
<b>Personnel</b>				
Wages	\$ 14,383,607	\$ 1,097,767	\$ 10,847,518	75%
Benefit - Medical	3,171,347	202,836	1,994,132	63%
Benefit - Dental	217,986	20,242	201,009	92%
Benefit - Life, LTD, AD&D	169,439	12,677	126,371	75%
Benefit - PERS	1,334,799	97,466	988,458	74%
Benefit - FICA	1,100,346	82,492	814,217	74%
Benefit - L & I - Workers Compensation	113,263	6,576	63,229	56%
Benefit - PFML	30,410	2,321	22,920	75%
Unemployment Expense	10,000	5,322	17,737	177%
<b>Personnel Subtotal:</b>	<b>20,531,197</b>	<b>1,527,698</b>	<b>15,075,590</b>	<b>73%</b>
<b>Supplies</b>				
Supplies	452,650	25,907	293,105	65%
Small Equipment (FF&E)	78,500	18,409	52,313	67%
Technology	411,000	20,565	328,404	80%
Professional Collection / Tech	316,000	30,242	227,183	72%
<b>Supplies &amp; Small Equipmt/Tech Subtotal:</b>	<b>1,258,150</b>	<b>95,124</b>	<b>901,004</b>	<b>72%</b>
<b>Library Books / Materials</b>				
Library Books & Materials	1,542,000	125,437	1,166,400	76%
Electronic Resources	2,178,000	280,689	1,632,824	75%
<b>Library Materials Subtotal:</b>	<b>3,720,000</b>	<b>406,126</b>	<b>2,799,224</b>	<b>75%</b>
<b>Other Services / Charges</b>				
Professional Services	1,599,636	205,306	1,245,450	78%
Communications	372,371	25,687	283,623	76%
Training / Travel	107,000	3,780	96,614	90%
Advertising	26,000	3,884	18,220	70%
Rentals / Leases	582,275	57,882	466,174	80%
Insurance	262,700	18,382	288,742	110%
Utilities	479,000	33,865	355,591	74%
Repairs & Maintenance	978,739	62,375	908,625	93%
Misc / Dues / Printing / Other	149,425	10,699	119,315	80%
Intergovernmental Services	3,676	-	236	6%
<b>Other Charges &amp; Services Subtotal:</b>	<b>4,560,822</b>	<b>421,862</b>	<b>3,782,590</b>	<b>83%</b>
<b>Total Operating Expenditures:</b>	<b>30,070,169</b>	<b>2,450,809</b>	<b>22,558,409</b>	<b>75%</b>
<b>Capital Outlay:</b>				
Buildings / Non-Owned	70,000	-	36,573	52%
Buildings / Owned	160,000	5,238	52,247	33%
Woodland (FVRL Reserves)	4,021,932	-	4,021,932	100%
Woodland (Grant Reimbursed)	2,038,525	-	2,038,525	100%
Woodland (Other Reimbursements)	971,694	38,660	80,883	8%
Yale	40,400	464	11,076	27%
<b>Capital Outlay Subtotal:</b>	<b>7,302,551</b>	<b>44,362</b>	<b>6,241,236</b>	<b>85%</b>
<b>Grand Total All Expenditures:</b>	<b>\$ 37,372,720</b>	<b>\$ 2,495,171</b>	<b>\$28,799,645</b>	<b>77%</b>

Jan.-Dec. 2024 Fiscal Year

October is the 10th month of the fiscal year. Year-to-date budget percentages should be at 83%, representing 10/12 months.

# FVRLibraries

## Vancouver Community Library

Presentation to the FVRL Board of Directors  
December 16, 2024



# Vancouver Community Library

- Built in 2011
- 83,000 sq ft
- FTE - 34 FT and 14 PT
- Visitors YTD - 315,252
- Annual Circulation - 684,536
- Summer at Your Library 2024 - 1,707 readers



# VA Staff Are Amazing!





# Partnerships

## AARP

- AARP Tax-Aide attendance at VA was up 34% from last year.
- The Facilitated Self-Assistance (FSA) Tax Service that AARP piloted at VA was the most successful pilot location in the country.

## SHARE

- We served 1685 Summer Meals, which averages out to ~50 meals a day.

## CLARK COLLEGE

- Speaker series: The Power of Education; Red, White, and Brown: Race in the United States; Native American, Indigenous or Indian? What Do You Know About Tribes?

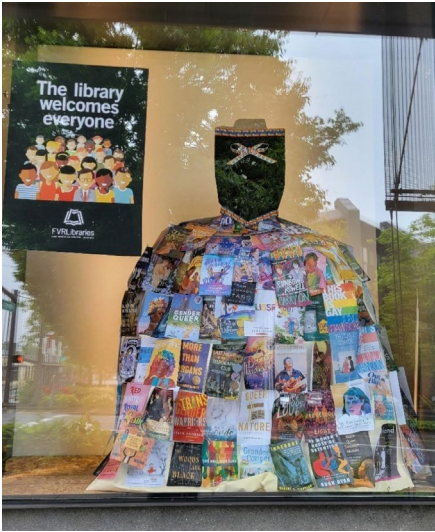
# Partnerships

## GOODWILL

- ESL Beginner
- ESL Intermediate
- U.S. Citizenship classes

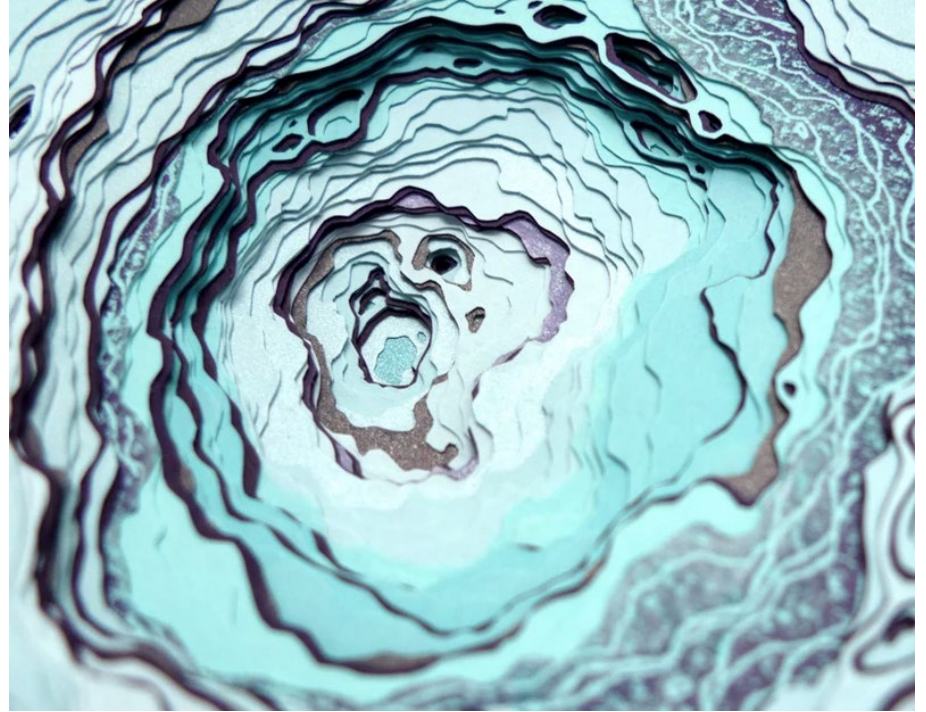


# Displays



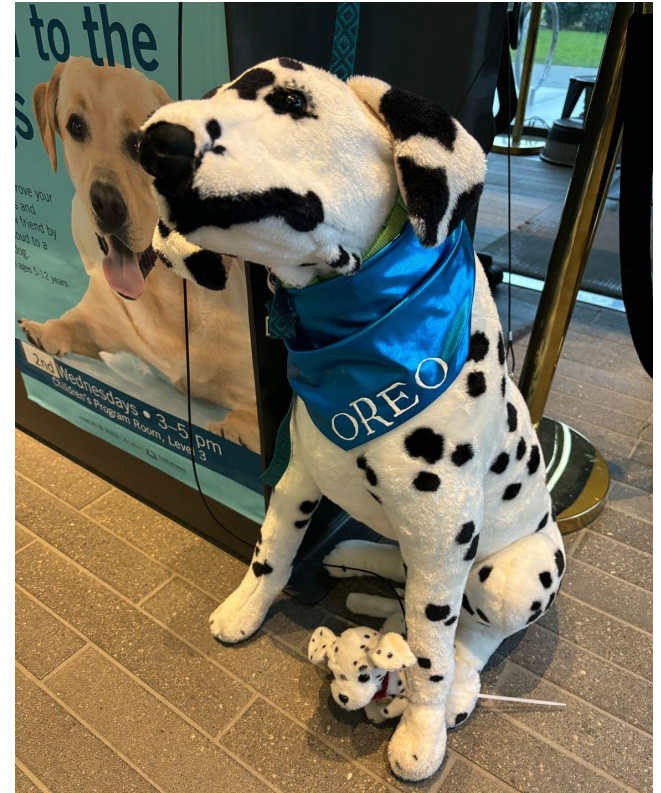


# Gray Space Gallery



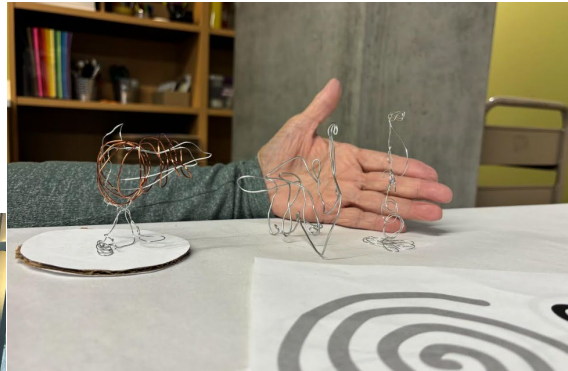
# Programs and Outreach

- Sensory Storytime
- Read to the Dogs
- Thursday Thing for Teens
- Juvenile Detention Center visits
- Early Childhood and Assistance Program



# Programs and Outreach

- Día de los Niños
- Juneteenth
- Hispanic Heritage Resource Fair
- Board Game Day
- Sewing Classes
- Adventures in Art



# Programs and Outreach

- Mini Horses!
  - The final Summer at Your Library event
  - One of our most popular events
  - 147 attendees of all ages





# Safety and Security

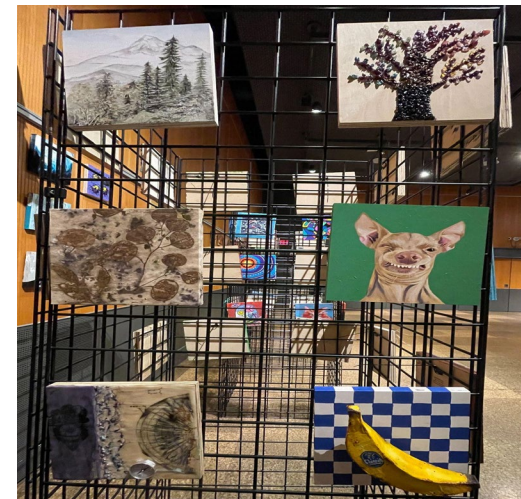
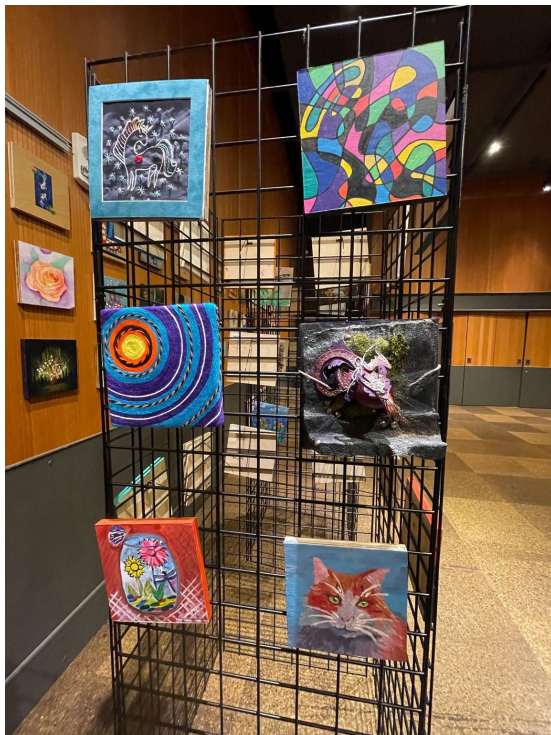
- New Safety & Security Manager for FVRL
- Trainings for staff
- Formalizing procedures



# Friends of the Vancouver Community Library



# Art4Art



# Thank You!

Questions?





# Organizational Report: Highlights from November 2024

---

Board of Trustees Meeting  
December 16, 2024

---



## Battle Ground Community Library

- Outreach in November included multiple visits to preschools. Staff engaged with 91 first graders and their teachers at Maple Grove Primary. Approximately 50 private school students visited the library in November.
- Staff presented to a group of seniors at the Hockinson Community Center Silver Social. Everyone who attended who didn't already have a library card were able to get one during the visit.
- English Conversation Circle meetings continue to be popular and routinely has at least three students who speak Russian, Ukrainian, and Spanish, respectively. They are getting to know each other and even practiced having a conversation over a traditional holiday meal.
- DIY Cat Castles program filled the Community Room with 38 patrons creating amazing homes and play areas for their beloved pets. There were also special guests that tabled during the program: pet supply store All Natural Pet Supply and the Furry Friends cat shelter.



*English Conversation Circle (right), tween book club show off their paper robots (right)*

- 59 participated in the revived Monday Mixer, with all of the families expressing their appreciation for a free place to play and hang out when the weather gets too cold and wet for the park.
- 161 toddlers, caregivers, preschoolers and babies attended four Toddler Storytimes this month, averaging over 40 each week. 297 attended six Preschool Storytimes this month, averaging 99 each week or 41.5 each day.
- Teen book club and family members came to talk about *Wild Robot* and make their own paper robots. The kids book group discussed *Lulu and the Brontosaurus*.

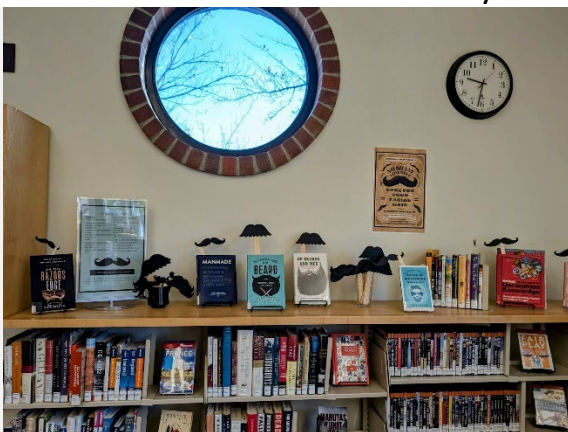
---

## Cascade Park Community Library

- A mom came in with her 10-year-old son looking for a venue to host a yo-yo club. The son had specific needs and they'd already been turned away from other venues. The staff on desk were very friendly and welcoming. They provided information to the patrons who followed up with the branch manager. The son really liked his interaction at the library filled in an evaluation form with "Great!!!" with three exclamation points. The mom filled out a volunteer application arranged to work with the branch manager to make this an official library program in the new year.
- Staff read a story about Día de los Muertos at the preschool storytime following the holiday, and a young Latina girl and her grandmother were excited to hear the story about a family doing activities that they do together as a family. The little girl pointed to a picture of the little girl in the story and asked, "is that me?" It was wonderful to see a child seeing themselves reflected in the library's books.
- The library hosted a storytime for an Early Childhood Education and Assistance Program class of around 13 kids and 15 parents in attendance. Several of the families signed up for new library cards. Cascade Park does a monthly outreach storytime to this preschool class, so it was fun for them and their families to get to visit the library this time.
- At a tabling event for *Thrive Con* in East Vancouver, staff met the owner of *Suburban Succulents* and learned firsthand how important the library is to her family and business.
- Several patrons attended winter craft workshops on card and garland making at the library, including a couple of families who attended both. Everyone who attended was able to take home at least one card/garland.
- The library hosted the East Vancouver Business Association meeting this month and provided a short presentation on the library's business resources. This was a great networking opportunity for EVBA, The Friends of Cascade Park Library, and the FVRL Foundation.

## Goldendale Community Library

- November began with a visit to the Klickitat School District teacher's in-service, where the branch manager gave a robust tour of resources including literacy tools, homework help, and what the Bookmobile can do for students and teachers. It also resulted in a change in schedule, effective in the new year, to better serve the school's schedule needs, new Educator cards, and an increase in book requests by teachers.
- New books were added to the catalog just in time for No Shave November/Movember. Goldendale showcased facial hair care books alongside men's health. The mustaches were just for fun.
- Hosted by Worksource, Washington Gorge Action Plans (WAGAP), Coalition for the Preventing Abuse in Klickitat County (CPAKC), and Wellpoint, the Goldendale Library participated in the Job and Community Resource Fair at the local Senior Center. The event was a great balance of job opportunities and awareness of community resources. There was also a new library account created and a brief instruction to download Libby.



*Movember display (left), FVRL table and Community Resource Fair (right)*

- The last of the fall Saturday Storytime, Craft & Bookmobile visits was at Georgeville. It was a little chilly outside but everyone was warm inside the community room. The kids were very engaged in both the storytime and crafts. They all counted along with the number books and loved the freeze dance and shake your sillies out songs. The craft was to make kaleidoscopes and catapults. They had a blast trying to hit their targets with the catapults and pom poms. There were some very colorful Kaleidoscopes and drawings as well. They also all came to pick out Read Return Repeat books after craft time was over.



---

## La Center Community Library

- Staff represented the library at La Center’s “Breakfast with Santa” event. The library provided a reading nook for stories and helped families create a holiday kaleidoscope to take home.
- The library hosted a private preschool visit for a field trip. The branch manager talked to the visiting moms about the different library resources for homeschooling that are available through the library, provided library cards, and answered library questions.
- The adult book discussion group was able to take advantage of an online Washington State Library (WSL) author event that matched up with the group’s discussion book choice the month. WSL’s online event featured Timothy Egan who discussed his book *Fever in the Heartland: The Ku Klux Klan's Plot to Take over America, and the Woman who Stopped Them*. The groups enjoyed pizza and an impromptu potluck while watching the event after library hours. The follow up discussion was one of the best of the year with lots to talk about!
- The Holiday Ornament programs were a huge success. Staff volunteered their time and materials so that patrons could paint some lovely holiday ornaments to take home. Over 50 people attended.
- Friends Group Volunteer, Judy Canter, volunteered her time to teach a wonderful Quilled (paper-rolling technique - not Quilting!) Ornament program. 15 people attended.
- At STEAM club this month, community volunteer Kenneth Moss presented his “Geology Rocks” program. Patrons were really impressed with his stories about working with mines around the world and his personal collection of items. They appreciated the fact that they got to handle and get a really up-close look at things - even through a microscope in some cases!



Stem club “Geology Rocks” program (left) and holiday ornament decorating (right)

---

## Ridgefield Community Library

- The speaker at Art Chat this month was Morgan Rumble, who will be beginning a Teen Art Chat program in January 2025 in Ridgefield. She said about Teen Art Chat, “The point of the program is to create a space for teens to do, share, and talk about art.”
- The project at this month’s Build It! was puzzle making.
- Map making proved popular on November 16 with 27 people attending. Participants created masterpieces including a map built around a soda pop theme.
- November 26 the library delivered three finished water bottle greenhouses to Union Ridge and South Ridge Elementaries as well as Ridgefield High School.
- The Super Smash Brothers Tournament was beyond successful. All attendees, both parents and kids, enjoyed competing and meeting other players. And it built community, as kids who were out of the tournament cheered on players who were still competing.



*Intense play (left) and the winners (right) of the Super Smash Brother Tournament*

---

## Three Creeks Community Library

- The branch and Community Outreach and Partnerships did outreach to Tenney Creek, an assisted living facility for those experiencing chronic homelessness and mental illness. A record number of participants created kaleidoscopes and had a great time.
- Three Creeks Library hosted the 2nd annual If You Give a First Grader a Library Card event. Every first grader was able to apply for a library card and receive their Connect Card Information. We gave out 52 library cards at the library card station. Additionally, they visited stations on using library databases for homework help, adaptive materials, world language collections, animal-themed book talks, the outreach van, and a library-related craft.
- An amazing 165 participants came to the Wild Robot party featuring the Skyview Highschool robotics team. Participants got to learn about what the robotics team does, see last year's robot, build their own cardboard robot, gain hands-on experience with robots from OCP, and meet Roz from the popular book series.
- The monthly homeschool hangout was also the debut of the financial literacy for children's program provided by a Thinking Money for Kids grant from ALA. The students were able to participate in multiple financial literacy stations: Currency Conga (where students distinguished between different types of currency), Making Moo-lah (where students progressed through a year of farming in the hopes of making a profit), and Penny Pinchers Party (where students had a budget and planned an exciting party while staying within that budget). Additionally, we had a world currency scavenger hunt and playaway tablets with digital literacy games. Students were very engaged and parents thought that this was a particularly appropriate activity for this time of year as the holiday season approaches.
- Three Creeks hosted several adult programs in November including: Red Cross Preparedness, Even War Has Rules, and a book art program making candle centerpieces.
- The second Accessible Crafts for Adults program featured watercolors. There were two new participants this month. Everyone appreciated the chance to work on art and chat together.

## Vancouver Community Library

- On November 5th two volunteers from the elections office walked an elderly patron to the branch to help her print her replacement ballot. The volunteers ended up staying at the library for approximately 3.5 hours assisting other patrons with accessing the VoteWA portal.
- Staff did a reading and discussion of the short story *Lamb to the Slaughter* at the Juvenile Detention Center. The story was well received. One student said it was their second favorite story that the library had exposed them to, the other being *The Cop and the Anthem*. This offered staff the opportunity to provide the rest of the class a brief synopsis of that story as well and encouraged them to read it. After the discussion everyone shared what books they were reading at the moment. The group also said goodbye to a student who was being released, which is always a happy event.
- The library hosted a successful sewing class on November 3<sup>rd</sup> wherein a group of 6 girl scouts were in attendance to earn their sewing badge. All earned their badges that day!
- Music and Movement was such a joy on November 15th! The kids were all so involved and willing to learn and dance to the new songs. Even the grownups were game to sing along and work on vocal exercises. They all helped each other build, took turns stacking, and did a great job sharing the blocks. One adult told us that music and movement is such an important part of their week that they always look forward to it.



Music and Movement (left) and sewing class (right)

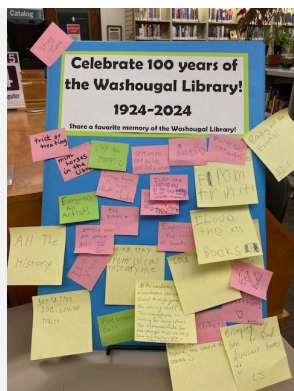
---

## Vancouver Mall Community Library

- Business After Hours. The Vancouver Mall organizes an annual mall-wide event to bring business/entrepreneurs to the mall. Stores are separated based on location areas, and the participants must visit each area to enter the drawings. Participants who came to the library could either get a stamp on their forms or make buttons; most made buttons. Over 60 participants engaged with the library as part of the event.
- To celebrate Dinovember, the library hosted three craft stations where kids could get their hands dirty with dinosaurs. One station let the kids “dig” for dinosaur toys in baking soda “rocks.” Another station let the kids create dinosaur skeletons using noodles. The final station allowed the kids to draw a terrarium for their toy dinosaurs. Actual-sized dinosaur footprints were displayed to give the kids an understanding of the size of dinosaurs. Jenny, the library’s beloved paper mâché T-rex head, joined in the fun and pictures.

## Washougal Community Library

- The branch manager attended the Triple Point Harvest Dinner and gave a short speech to families, teens and volunteers about the library and the LGBTQ+ book talks the branch manager has been doing with Triple Point.
- The branch manager brought a button maker to the Recovery Café outreach meeting, which was a huge hit.
- The Washougal library had been around for 100 years and staff created a memory board for patrons to share their favorite memory of Washougal library. Notes from patrons expressed their appreciation and love of their library!



*Memory board (left) kids exploring animation by making zoetropes (middle, right)*

---

## White Salmon Valley Community Library

- With the colder weather, attendance at Monday Morning Mix-up has really picked up. The crowd of early learners and their parents/caregivers enjoyed painting leaves, playing with toys, reading books together and lots of social interactions.
- During the monthly visit to the Whitson afterschool group, A-List Adventures, staff read Kirsten Hall's *The Jacket* to an energetic group of 25 first and second graders. Each student had the opportunity to design a custom book jacket and choose a book to keep thanks to the Friends of the White Salmon Library. Plans are in the works for an A-List field trip to the library.
- The Dallesport Learn & Play is a library program hosted at the Dallesport Community Center that brings stories, songs, puppets, crafts and more for young children and their families and caregivers. The program continues to draw a crowd from Dallesport, The Dalles, and the surrounding areas. Many in attendance also go to the mobile food bank which stops at the community center right after the Learn & Play concludes. It was nice to see the mobile food bank handing out experience kits that branch teen volunteers have been producing in partnership with the Friends of the Library.
- Book Buddies, the children's book group, had a wild and engaging conversation all about superheroes and super powers after reading *Mia Mayhem is a Superhero* by Kara West. After the discussion, the group made their own superhero masks.
- For Funtastic Friday, kids learned all about the history of Macy's Thanksgiving Day Parade with the book *Balloons Over Broadway* by Melissa Sweet. Then they made their own balloon designs and paraded around the library. "This is the best day ever!" one participant exclaimed as they paraded through the offices and workroom.
- The preschool storytime crowd carried on a 35+ year White Salmon tradition making stuffed paper bag turkeys. One mom in attendance said she remembered making the turkeys when she was in preschool storytime.
- The library hosted the Volunteer Reception for the Gorge libraries. Sherry Braga created a great space and slideshow; the volunteers who attended were happy to hear about everything going on with FVRL.

## Woodland Community Library

- Woodland Care Center residents came to the new library for their first visit. They were thrilled to easily get around in a wheelchair and walker.
- The library's traditional annual wreath-making workshop was a success in the Community Room!
- There was a great turnout for Shoe Tying Clinic. Kids were excited to have a fun and practical live tutorial with a certificate of completion at the end.
- Buoy is the therapy dog being read to twice a month at the library by eager early readers. He is patient, sweet, and very popular with everyone.



*Wreath making (top left) new sign (top right) Buoy the therapy dog (bottom)*

## Yacolt Express Library

- Wednesday and Friday craft workshops brought in 159 participants in November.
- Facilities updates to the Express Library continue. In November new storage shelves were installed in the work room, the children's Area and hallway were painted and an AED was ordered and installed.
- A volunteer generously donated a poetry magnet set for the new teen room.



*Poetry magnet set in new teen room at Yacolt (left) Wreath Making at Yale Valley (right)*

## Yale Valley

- This month the library featured children's holiday books, and crafting books including knitting and embroidery.
- The Yale school students visited the library early November. The students are able to walk from the school to the library each month to browse the library, check out books and do a fun craft. In November, students made fall themed bookmarks.
- On November 25th winter activities began with wreath making. We had 30 participants attend. The local Yale Girl Scouts were also in attendance and entertained the crowd as they practiced for their upcoming caroling event. The Girl Scouts meet at the Yale Valley Library monthly.



---

## **Outreach and Community Partnerships Division**

The Outreach and Community Partnerships Division (OCP) is made up of three departments with independent bodies of work alongside a shared function of partnership development and support.

### **Programming and Outreach Department (POD)**

- Preliminary judging has begun for the Imagined Ink Teen Writing Contest.
- Four “Tech Petting Zoos” for branch staff were hosted with the support of a Pacific Power grant. Staff got hands-on learning with the new technology-focused programming equipment.
- 77 performances have been finalized and under contract for Summer Learning.
- Staff worked with the Vancouver Community Library to support the Juvenile Detention Center and Juvenile Justice Center’s holiday book fair.
- 400 youth Literacy Support books, sponsored by the FVRL Foundation, were distributed at community events throughout the month.
- Working with Goodwill to expand English Conversation Circle programming to Stevenson.
- In conversation with Fourth Plain Forward to develop Spanish Language technology programming at Cascade Park.

### **Reference Services Department (RS)**

- Completed five new staff Reference Training modules. These are to replace the current Reference Training.

### **Volunteer Services (VS)**

- 2024 Volunteer statistics: More than 600 volunteers contributed 20,000+ hours.
- Two annual volunteer receptions were held in November, one at Three Creeks and another at White Salmon Valley.
- Supported Three Creeks at the Pleasant Valley Elementary “If you Give a First Grader a Library Card” event.

---

## Communications and Marketing Division Report

The Communications and Marketing Division lights the way for our communities to connect with all the library offers. Through inclusive campaigns, engaging visuals, and thoughtful storytelling across digital, print, and media channels, the CMD brings library programs, services, and resources to life, making them inviting and easy to explore. The team also supports library branches and staff by providing them with essential tools—from customizable marketing templates and program materials to badges, signs, and more—empowering staff to best serve our communities.

### Highlights of Recent Activities

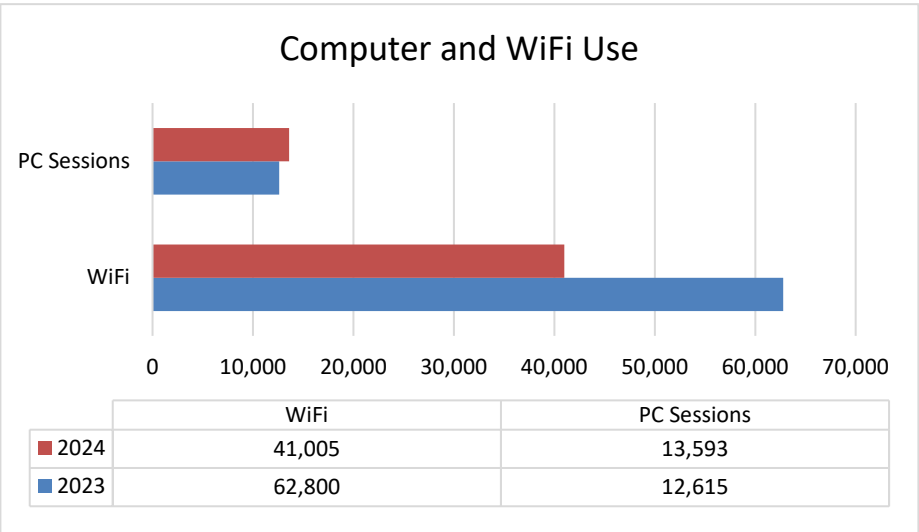
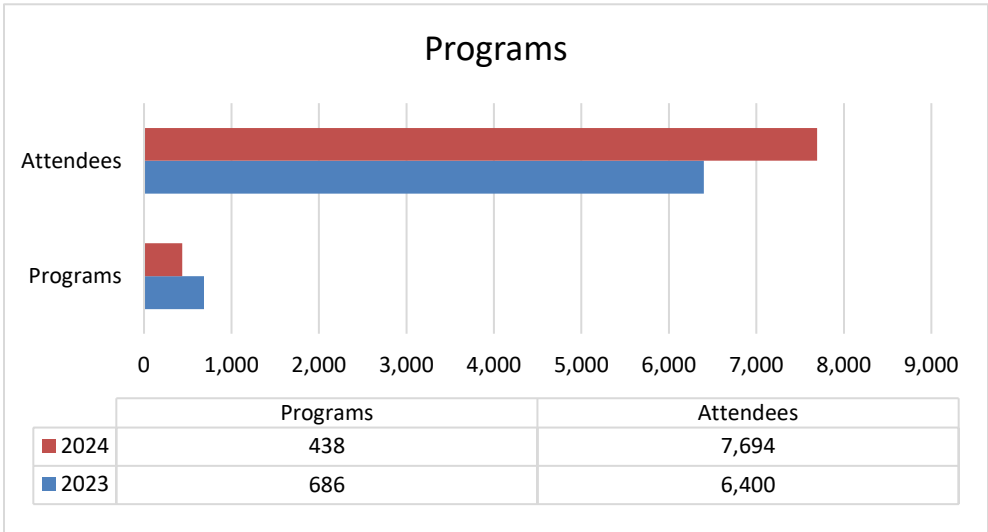
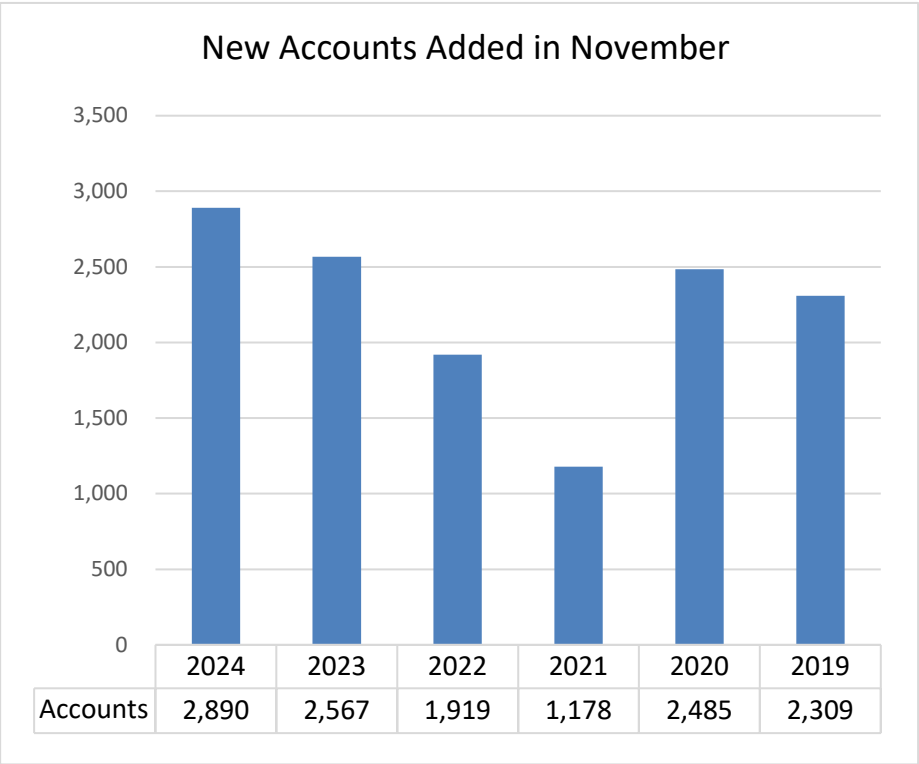
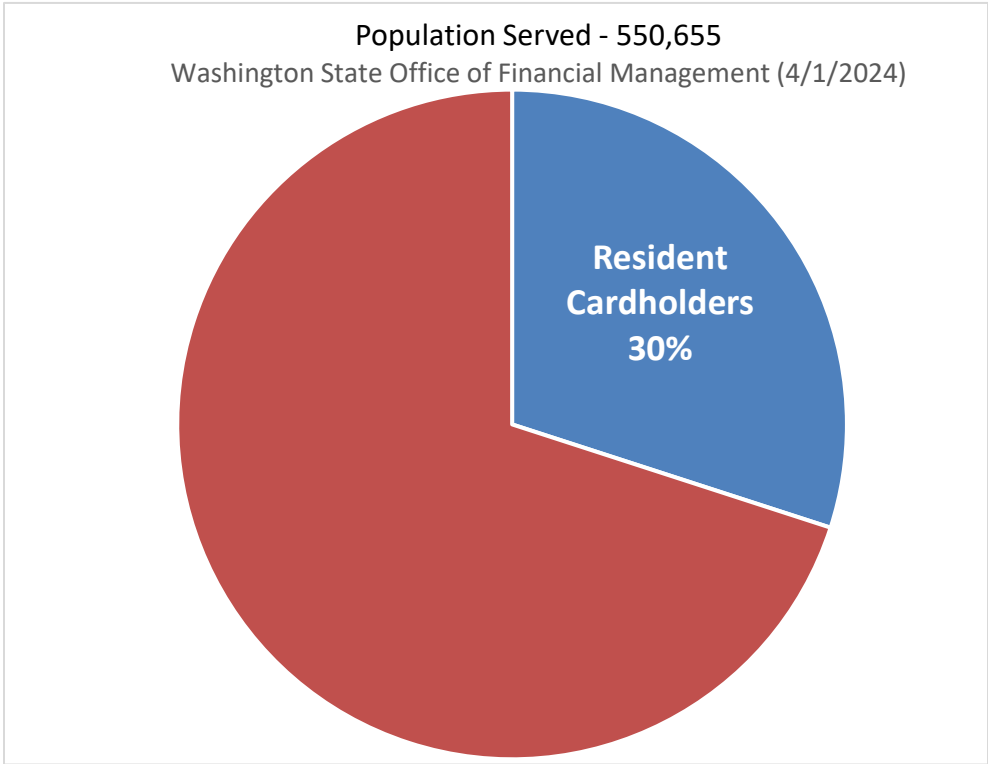
- **Newsletter:** Featured Winter activities, Imagined Ink, Conversation Circles, Fall Reads, Día de los Muertos, Northwest Justice Project events, Elder Law resources, and the Big Library Read. Highlighted resources included Creativebug and regional volunteering opportunities, sent to over 95,000 patrons with a 49.4% open rate and 3.6% click rate.
- **Programming Calendar:** Collaborated with the Program and Outreach Department (POD) to organize 2025 program submissions into a streamlined and comprehensive resource for staff and patrons.
- **Supporting Programming:** The Graphics team developed impactful visuals and materials to enhance messaging for library programs, ensuring community awareness and engagement. Key projects included finalizing signage at the Woodland Community Library and Yacolt Community Library, designing graphics for various district-wide events coming in 2025, and designing the new 75th Anniversary logo.
- **News & Events Booklet:** Completed the December edition of the “News & Events” booklet featuring programming dates across the district. The January/February 2025 issue will launch a new format focused on storytelling, library initiatives, and resource highlights, with QR codes for real-time updates and the 75th Anniversary kickoff.
- **75th Anniversary Planning:** The planning phase for the year-long celebration of FVRL’s legacy is nearly complete. Materials, themes, and events are being finalized to prepare for a launch in early 2025. The campaign will focus on

---

engaging patrons, highlighting FVRL's history, and strengthening community connections, with metrics like attendance and social media engagement guiding its success.

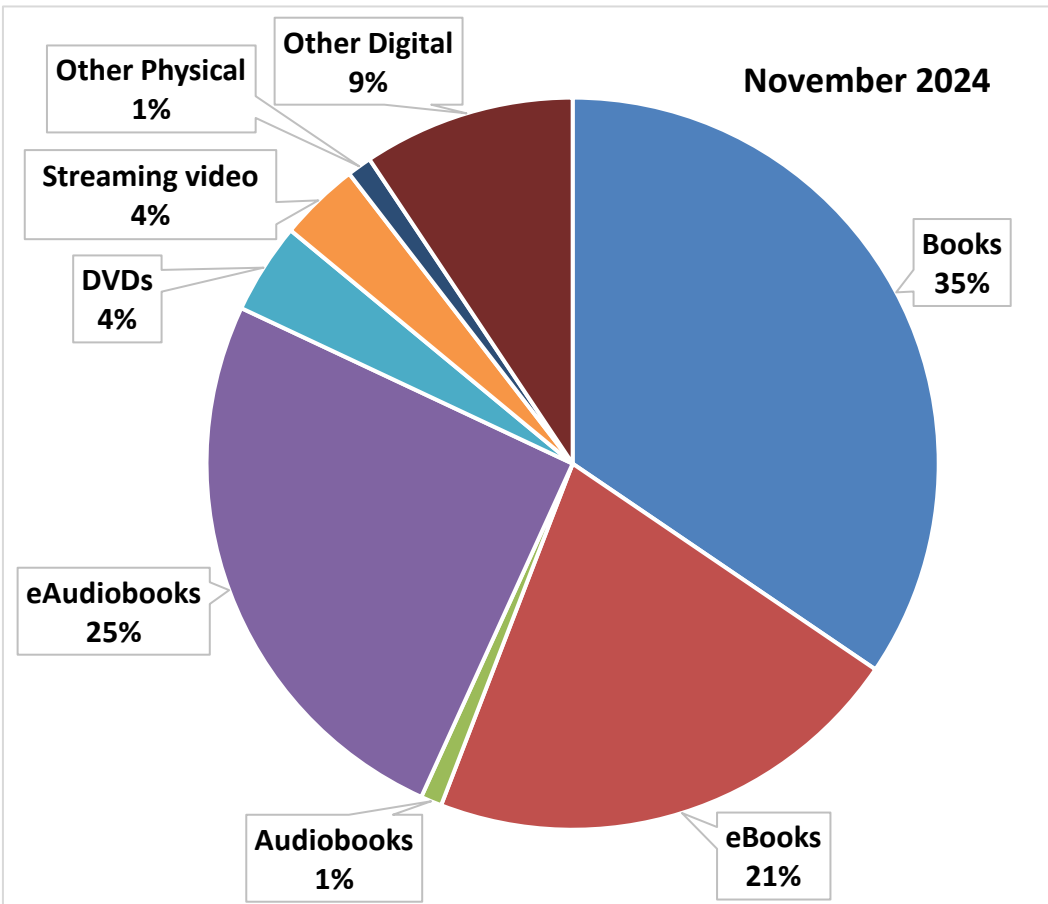
- **Brainfuse HelpNow™ Launch:** Initiated the Brainfuse campaign with website updates, inclusion in the December newsletter and News & Events booklet, and plans for broader promotion via social media, printed materials, and partnerships with schools and homeschool networks.

November 2024 – Cardholders, Programs, and Technology Use

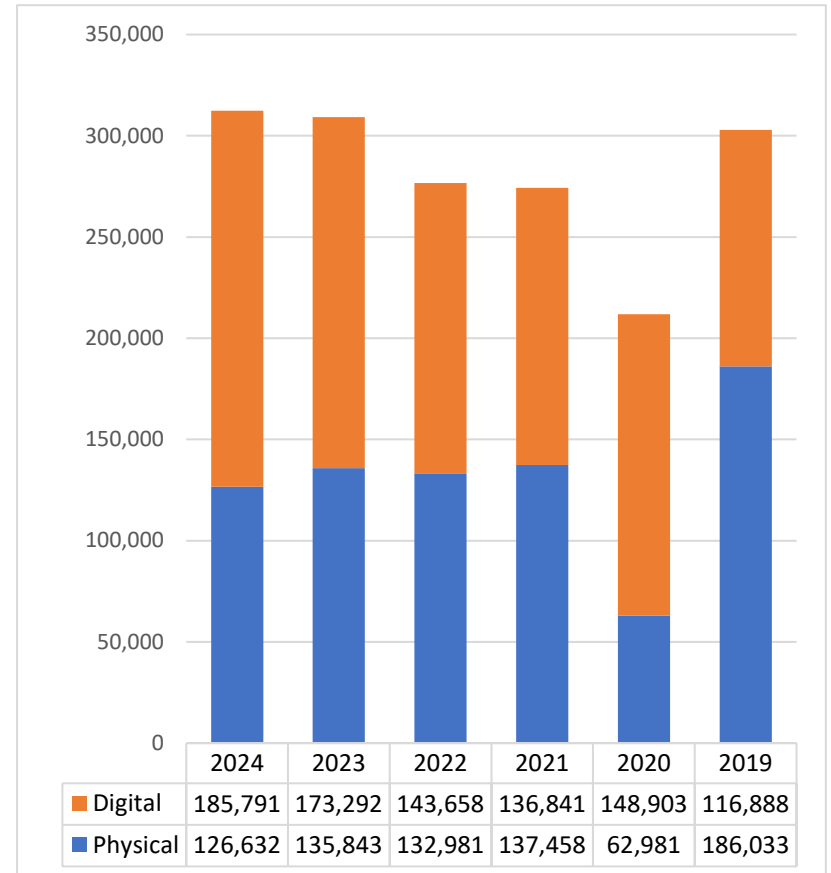


## Collection Use – November 2024 - Checkouts by Item Format

Categories	2024	2023	2022	2021	2020	2019
Books	107,787	114,954	111,132	113,452	52,784	142,156
eBooks	66,703	66,208	57,662	55,150	64,520	46,777
Audiobooks	2,921	3,467	3,784	3,739	1,836	6,760
eAudiobooks	78,728	69,089	57,770	49,330	49,553	40,352
DVDs	12,549	13,888	14,399	16,531	7,356	31,780
Streaming video	11,090	10,322	8,405	8,151	8,770	4,913
Other Physical	3,375	3,534	3,666	3,736	1,005	5,337
Other Digital	29,270	27,673	19,821	24,210	26,060	24,846
<b>Totals</b>	<b>312,423</b>	<b>309,135</b>	<b>276,639</b>	<b>274,299</b>	<b>211,884</b>	<b>302,921</b>



## Physical & Digital Collection Checkouts 2019-2024



Other Physical includes magazines, games, kits, music, Chromebooks, and miscellaneous items. Does not include Interlibrary Loan checkouts.

Other Digital includes magazines and streaming music.

November 2024 – Total Circulation

	Nov 2024			Nov 2023			Change		
	Checkout	Renew	Total Circ	Checkout	Renew	Total Circ	Checkout	Renew	Total Circ
Battle Ground	19,026	19,578	38,604	20,105	21,449	41,554	-5.4%	-8.7%	-7.1%
Klickitat Bookmobile	610	340	950	530	444	974	15.1%	-23.4%	-2.5%
Skamania Bookmobile	823	373	1,196	645	372	1,017	27.6%	0.3%	17.6%
Cascade Park	25,441	29,970	55,411	28,993	33,256	62,249	-12.3%	-9.9%	-11.0%
Goldendale	2,996	2,487	5,483	3,090	2,966	6,056	-3.0%	-16.1%	-9.5%
Green Mountain	121	121	242	122	117	239	0.0%	3.4%	1.3%
La Center	2,263	2,492	4,755	3,100	2,675	5,775	-27.0%	-6.8%	-17.7%
North Bonneville	180	115	295	134	180	314	34.3%	-36.1%	-6.1%
Ridgefield	5,150	4,863	10,013	5,173	5,065	10,238	-0.4%	-4.0%	-2.2%
Stevenson	2,263	1,737	4,000	2,500	1,988	4,488	-9.5%	-12.6%	-10.9%
Three Creeks	21,360	20,625	41,985	23,392	21,263	44,655	-8.7%	-3.0%	-6.0%
Vancouver	25,778	34,141	59,919	26,632	36,484	63,116	-3.2%	-6.4%	-5.1%
Vancouver Mall	3,584	4,929	8,513	4,924	5,534	10,458	-27.2%	-10.9%	-18.6%
Washougal	3,412	3,416	6,828	3,606	3,818	7,424	-5.4%	-10.5%	-8.0%
Woodland	5,088	4,835	9,923	2,952	2,598	5,550	72.4%	86.1%	78.8%
White Salmon Valley	4,416	3,986	8,402	5,916	4,362	10,278	-25.4%	-8.6%	-18.3%
Yacolt	3,229	2,212	5,441	2,887	2,579	5,466	11.8%	-14.2%	-0.5%
Yale	407	408	815	444	581	1,025	-8.3%	-29.8%	-20.5%
Books by Mail	428	331	759	688	402	1,090	-37.8%	-17.7%	-30.4%
Operations Center/ILL	165	93	258	256	56	312	-35.5%	66.1%	-17.3%
<b>Total - Physical</b>	<b>126,740</b>	<b>137,052</b>	<b>263,792</b>	<b>136,089</b>	<b>146,189</b>	<b>282,278</b>	<b>-6.9%</b>	<b>-6.3%</b>	<b>-6.5%</b>
<b>Digital Collections</b>	<b>185,791</b>	<b>0</b>	<b>185,791</b>	<b>173,292</b>	<b>0</b>	<b>173,292</b>	<b>7.2%</b>		<b>7.2%</b>
<b>Grand Total</b>	<b>312,531</b>	<b>137,052</b>	<b>449,583</b>	<b>309,381</b>	<b>146,189</b>	<b>455,570</b>	<b>1.0%</b>	<b>-6.3%</b>	<b>-1.3%</b>

■ Physical checkouts ■ Physical renewals ■ Digital checkouts

NOV  
2023

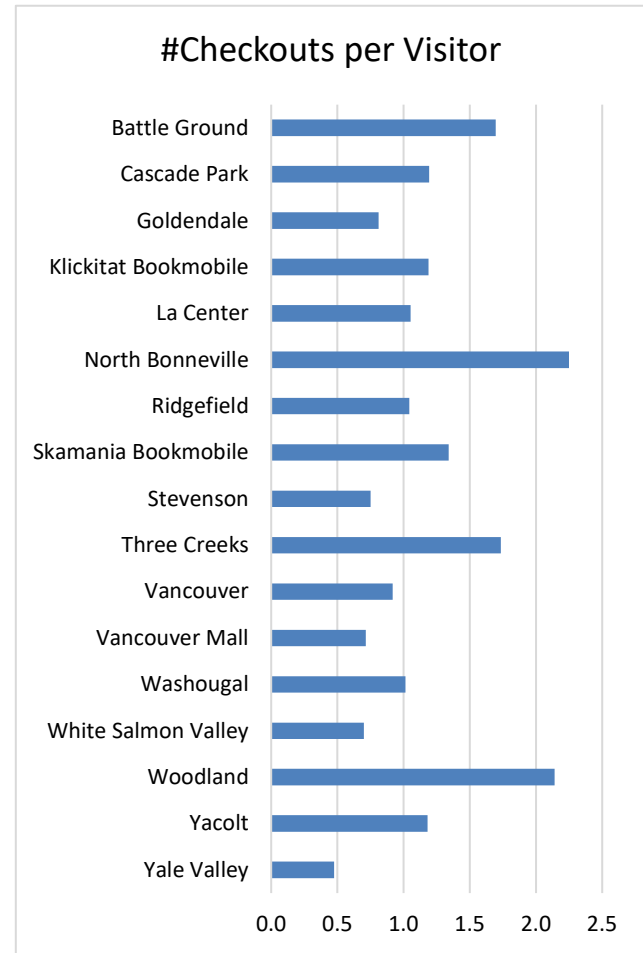


NOV  
2024

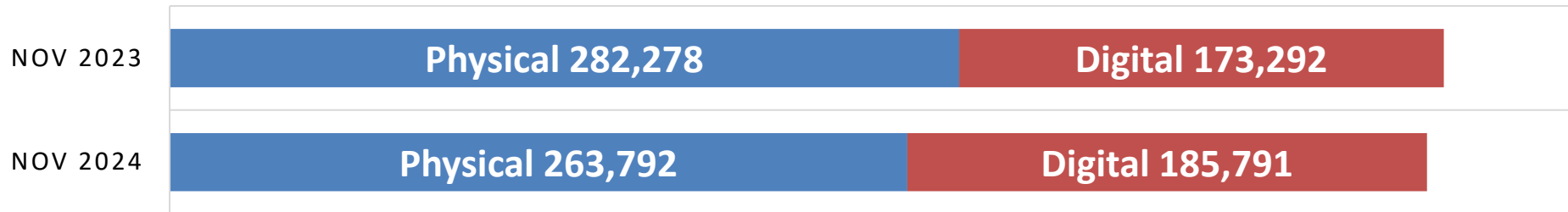


## November 2024 – Total Circulation and Visitors

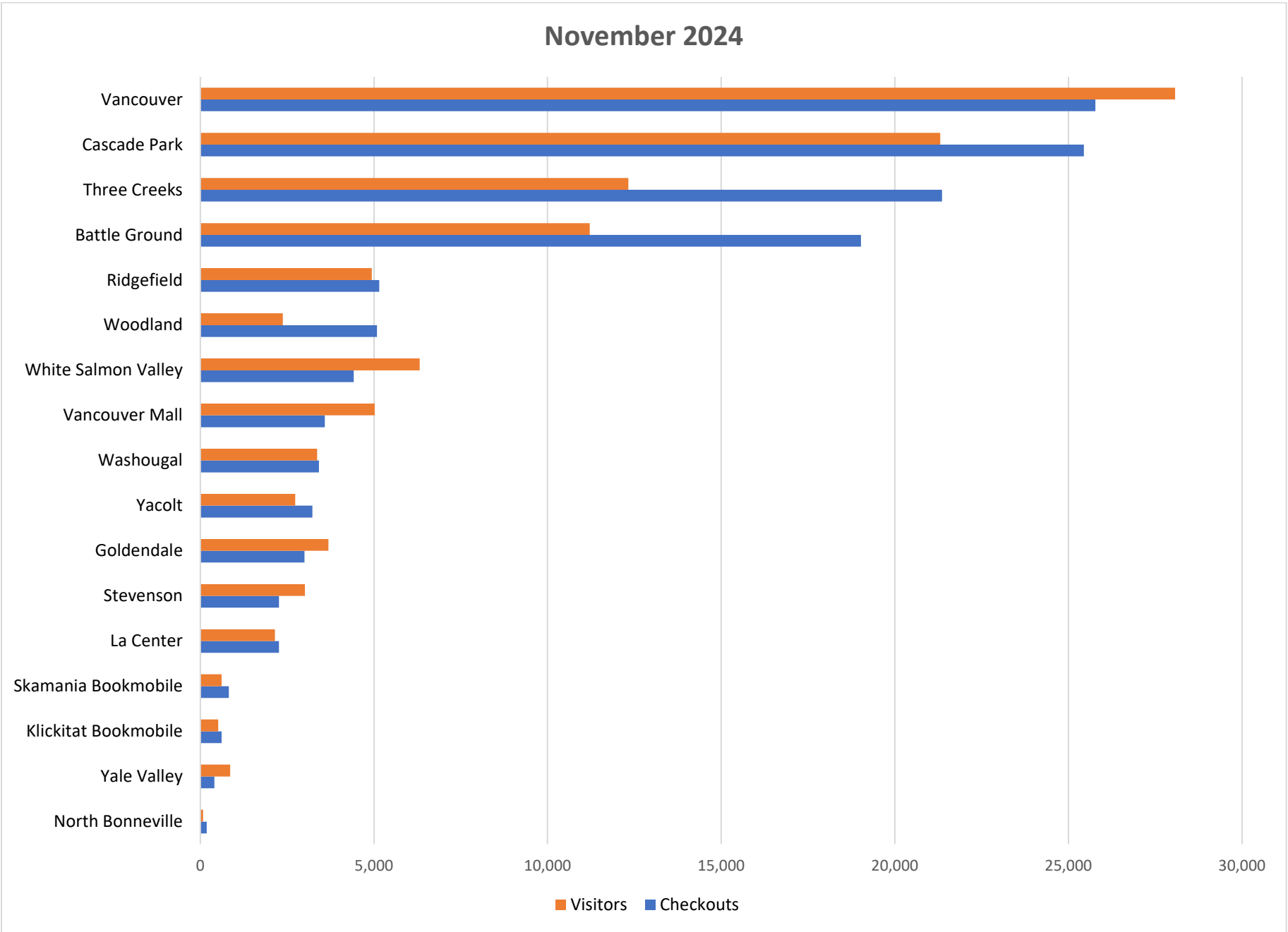
Location	November 2024		November 2023		Change	
	Total Circ	Visitors	Total Circ	Visitors	Total Circ	Visitors
Battle Ground	38,604	11,213	41,554	10,230	-7.10%	9.61%
Cascade Park	55,411	21,309	62,249	21,366	-10.98%	-0.27%
Goldendale	5,483	3,689	6,056	2,982	-9.46%	23.71%
Klickitat Bookmobile	950	513	974	501	-2.46%	2.40%
La Center	4,755	2,149	5,775	2,250	-17.66%	-4.49%
North Bonneville	295	80	314	71	-6.05%	12.68%
Ridgefield	10,013	4,935	10,238	5,016	-2.20%	-1.61%
Skamania Bookmobile	1,196	614	1,017	597	17.60%	2.85%
Stevenson	4,000	3,013	4,488	3,480	-10.87%	-13.42%
Three Creeks	41,985	12,323	44,655	11,664	-5.98%	5.65%
Vancouver	59,919	28,073	63,116	26,862	-5.07%	4.51%
Vancouver Mall	8,513	5,024	10,458	5,716	-18.60%	-12.11%
Washougal	6,828	3,364	7,424	3,797	-8.03%	-11.40%
Woodland	9,923	2,377	5,550	3,026	78.79%	-21.45%
White Salmon Valley	8,402	6,319	10,278	6,638	-18.25%	-4.81%
Yacolt	5,441	2,732	5,466	2,585	-0.46%	5.69%
Yale Valley	815	858	1,025	566	-20.49%	51.59%
Green Mountain	242	No Visitors	239	No Visitors	1.26%	No Visitors
Books by Mail	759	No Visitors	1,090	No Visitors	-30.37%	No Visitors
Operations Center/ILL	258	No Visitors	312	No Visitors	-17.31%	No Visitors
<b>Location Total</b>	<b>263,792</b>	<b>108,585</b>	<b>282,278</b>	<b>107,347</b>	<b>-6.55%</b>	<b>1.15%</b>
<b>Digital Collections</b>	<b>185,791</b>		<b>173,292</b>		<b>7.21%</b>	
<b>Grand Total</b>	<b>449,583</b>		<b>455,570</b>		<b>-1.31%</b>	



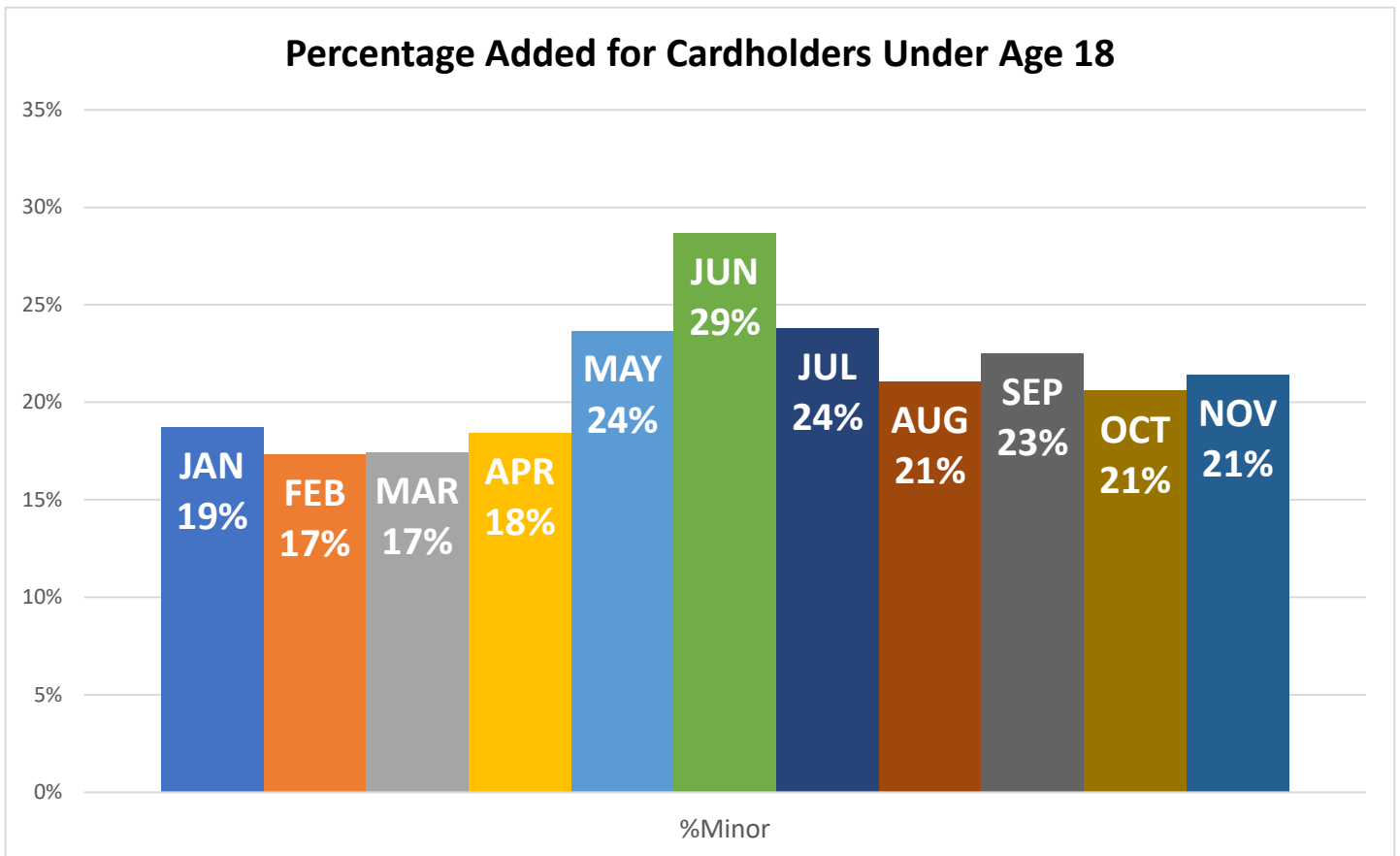
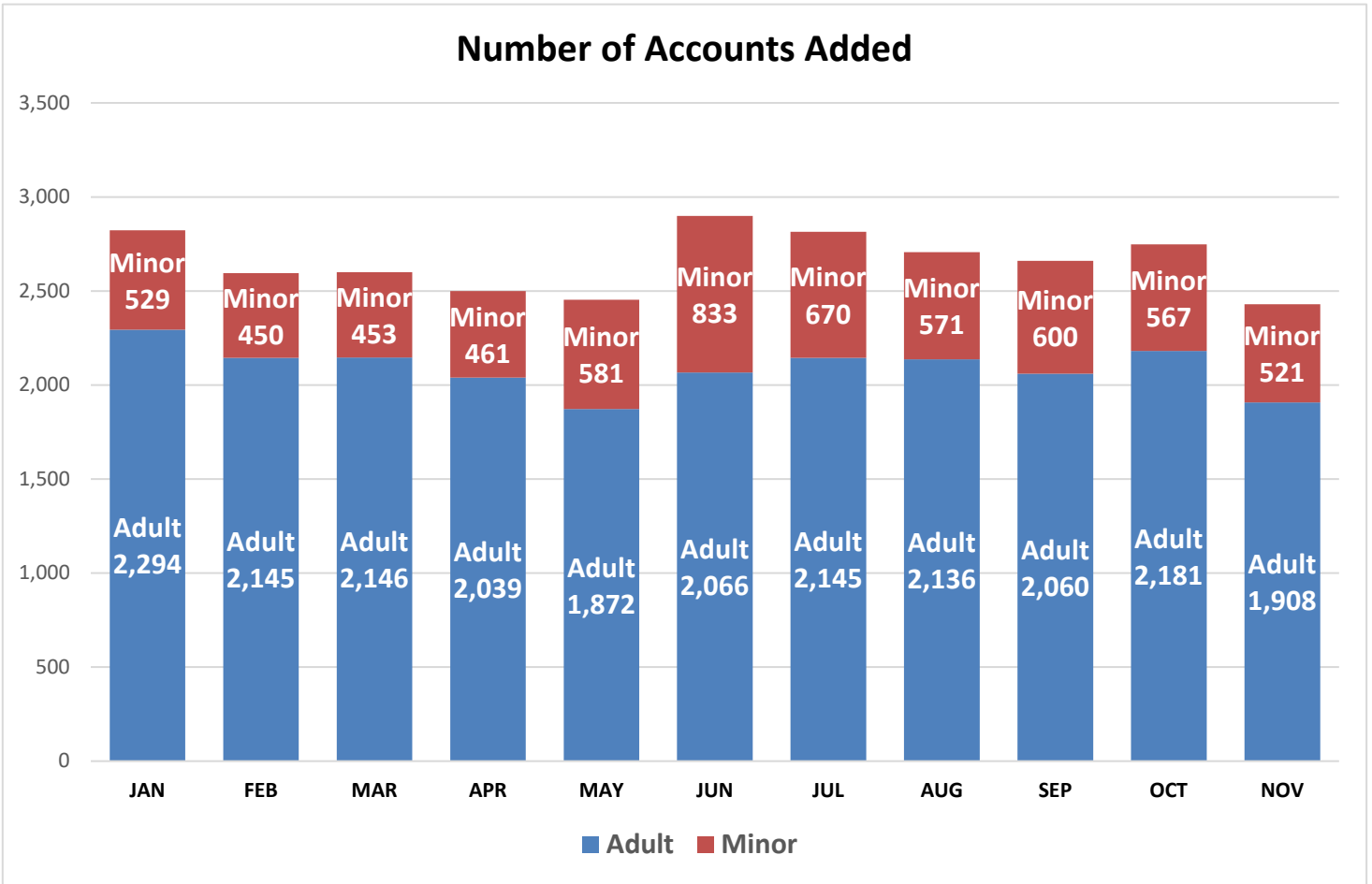
### TOTAL CIRCULATION



November 2024 – Library Activity: Checkouts and Visitors by Library









# Foundation Update



*Wishing you and yours wonderful holidays!  
May you have good health, peace, and much happiness  
throughout this season and in the New Year.*

---

## Great News!

- The Foundation's partnership with ThriftBooks generated \$4,121 in revenue in November from online sales of used books.
- The Friends of Washougal Library received a gift of \$2,500 for the Washougal Building Project.
- Giving Tuesday raised \$1,194 for the Foundation.
- The Friends of Yacolt Library Express added \$1,000 to their investment account.

---

## Recruitment Update

The Foundation board continues to work with Nonprofit Professionals Now to hire our next Executive Director. The hope is to have someone in place by February 1.

### Upcoming Events

Thursday, December 12

#### **FVRL Foundation Board Meeting**

FVRL Foundation Office  
3:00pm–4:00pm

Thursday–Saturday,  
December 12–14

#### **Friends of Woodland Library Mini Book Sale**

Woodland Community Library  
10:00am–4:00pm all three days

Monday, December 16

#### **FVRL Trustee Meeting**

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

Monday, December 23

#### **FVRL Foundation Office Will be Closed**

Tuesday and Wednesday,  
December 24 and 25

#### **All Libraries Will Be Closed in Observance of Christmas**

Wednesday, January 1

#### **All Libraries Will Be Closed in Observance of New Year's Day**

### **Building Campaigns and Cornerstone Pledges**

Washougal has 49 Cornerstones,  
2 Stepping Stones, 3 Keystones,  
2 Capstones, and  
1 naming opportunity.

Woodland has 40 Cornerstones,  
7 Stepping Stones, 9 Keystones,  
5 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](http://fredmeyer.com/i/community/community-rewards)

## **A Fond Farewell to Rick!**

Rick, thank you so much for your 23 years of leading the Foundation. We will miss your commitment to the Foundation and its mission, your love for the Library community and its people, and your friendly smile. Best wishes and lots of them in your new adventures.



Bookmobile Launched on Courthouse Steps



VANCOUVER, Wash.  
regular route to  
the "laundromat"  
courthouse



# 75th Anniversary Presentation

*Celebrating 75 Years of Service to Our Communities*



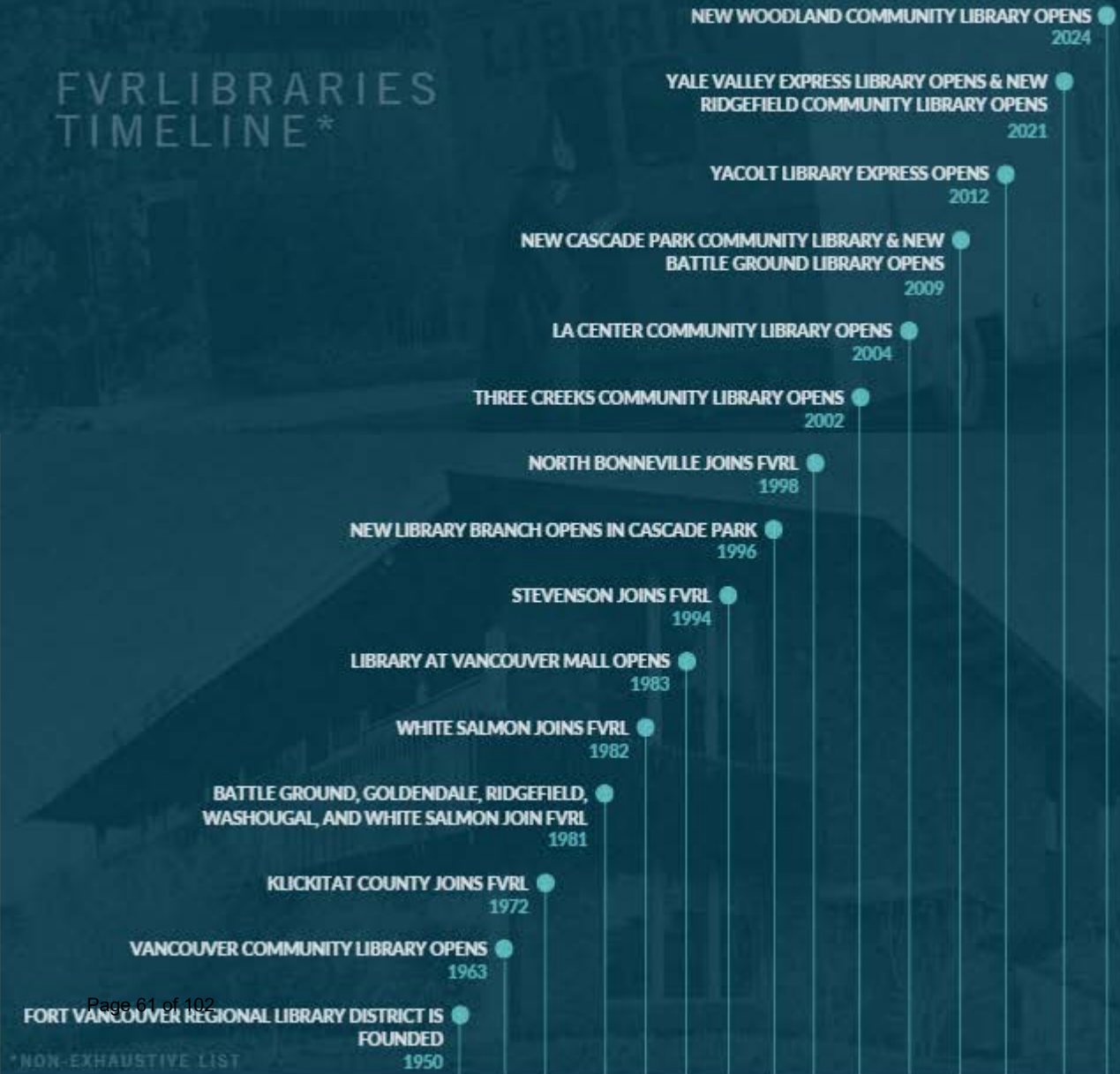
Season's Greetings  
December 10, 1965  
ies of the Library:  
Showings  
day evenings  
y, Thursdays and Sa  
the Library

For 75 years, FVRLibraries has been essential to the community, fulfilling its mission to enhance community strength through knowledge, experiences, and creativity.



**FVRLibraries**  
FORT VANCOUVER REGIONAL LIBRARIES

## FVRLIBRARIES TIMELINE\*



\* NON-EXHAUSTIVE LIST

# FVRLibraries is rooted in a 200-year tradition of libraries shaping communities nationwide.

1731

The year Benjamin Franklin Founded the Library Company of Philadelphia, the first subscription library in America.

1833

The founding year of the first tax-supported library, Peterborough Town Library, and the first library in the Pacific Northwest, established by the Hudson Bay Company at Fort Vancouver.

1848

The founding of the Boston Public Library, the first large free municipal library

1877

The founding year of the Vancouver Library Association, a subscription library.

# Why Do People Love Libraries?

Libraries create lasting value in every community they serve.

**HERE'S HOW THE RESEARCH HIGHLIGHTS THEIR IMPACT:**



**FOSTER ECONOMIC GROWTH**



**EMPOWER LEARNING**



**BUILD COMMUNITY**



**IMPROVE WELL-BEING**

# Why Do People Love FVRLibraries?

We have a history of bringing our mission to life by serving our communities, and that lives on today.



**A LEGACY OF SERVICE**



**INNOVATING FOR TODAY**



**CONNECTING COMMUNITIES**



**REDEFINING LIBRARIES**

By blending a rich legacy with forward-thinking services, FVRLibraries challenges outdated perceptions of libraries as quiet repositories for books. Instead, it showcases how libraries can be vibrant hubs of learning, creativity, and connection.

**FVRLibraries is proof that libraries are not just relevant—they are essential.**





**FVRLibraries**  
FORT VANCOUVER REGIONAL LIBRARIES

## **Our Framing Question:**

As we enter 2025, how can we celebrate 75 years of FVRLibraries by honoring the communities that have shaped its success and highlighting all we've accomplished together?

**Our Objective:** Foster community pride and deepen connections with FVRLibraries by celebrating its 75th anniversary, highlighting its legacy of service, and introducing innovative tools and communication strategies that showcase its ongoing value to patrons and communities.



**STRATEGIC STORYTELLING**



**ELEVATED COMMUNICATIONS**



**IMMERSIVE PROGRAMMING**



**ACTIONABLE INSIGHTS**



**FVRLibraries**  
FORT VANCOUVER REGIONAL LIBRARIES

Join us in honoring our rich  
history and celebrating  
another 75+ years together.

*More to come on how everyone can play a part this year!*

**Fort Vancouver Regional Library District  
Staff Report 2024-12  
75<sup>th</sup> Anniversary Report for FVRLibraries**

**To:** Board of Trustees  
**From:** Julian Mendez  
**Date:** December 16, 2024  
**Subject:** 75<sup>th</sup> Anniversary Report for FVRLibraries

## Executive Summary

For 75 years, Fort Vancouver Regional Libraries (FVRLibraries) has been a vital part of our community, living its mission to strengthen communities through knowledge, experiences, and creativity. Since its establishment in 1950, FVRLibraries has grown into a dynamic regional system, offering a wide array of resources and programs that meet the evolving needs of its patrons. While books are a key piece of its offerings, they are complemented by a rich ecosystem of online resources, digital tools, and engaging programs. From early literacy workshops and STEM-focused initiatives to cultural celebrations and academic support services, FVRLibraries empowers individuals of all ages to learn, grow, and engage with opportunities that enrich their lives.

The 75th Anniversary campaign celebrates this enduring legacy—honoring the milestones and people that have shaped FVRLibraries—while highlighting its ongoing role as a trusted partner in education, growth, and community building for future generations.

---

## Why Do People Love Libraries?

Libraries have been cherished spaces for learning, inspiration, and opportunity since 1731, when Benjamin Franklin founded the Library Company of Philadelphia, the first subscription library in America. Over time, libraries have become inclusive public institutions, like the Peterborough Town Library (1833), the first tax-supported public library, and the Boston Public Library (1848), the first free municipal library of its size. Libraries are valued because they offer something unique to everyone they serve, adapting to meet the needs of their communities through history.

Libraries are loved by many because:

- **They Foster Economic Growth:** Public libraries provide a remarkable return on investment, with communities receiving an average of \$5 in value for every \$1 spent. (Library Research Services, n.d.)
- **They Empower Learning:** Investments in libraries improve children’s literacy skills, leading to measurable gains in reading scores that equate to weeks—sometimes months—of additional learning. (Gilpin et al., 2024)
- **They Strengthen Communities:** Libraries are hubs for engagement, with 72% of patrons reporting in a recent study that library use enhances their sense of belonging. (NYPL, 2024)
- **They Improve Well-Being:** 88% of patrons in a recent study say that libraries have positively impacted their personal growth, fostering safe, inclusive spaces for learning and self-improvement. (NYPL, 2024)

Libraries thrive because they meet people where they are, offering timeless resources and innovative services tailored to address changing needs.

## Why Do People Love FVRLibraries?

**FVRLibraries has a proud tradition of bringing its mission to life by serving the diverse needs of its communities.**

The story of FVRLibraries began with a collective vision to provide access to knowledge. In 1891, the Women’s Christian Temperance Union (WCTU) successfully advocated for Vancouver’s first tax-supported public library, laying the foundation for modern library services. Grassroots efforts continued to thrive, with groups like the Ridgefield Priscilla Study Club establishing a library in 1914.

In 1941, librarian Eva Santee introduced the first bookmobile, ensuring rural residents could access books. During World War II, libraries in temporary housing communities became essential spaces for education, support, and hope. By 1950, these community-driven efforts culminated in the formation of Fort Vancouver Regional Libraries, unifying services and broadening their reach across the region.

**Today, FVRLibraries continues to expand its reach and redefine its role to serve over 550,000 people across its service area.**

While books remain at the heart of its offerings, FVRLibraries provides a wealth of resources that extend far beyond the physical page: e-books, digital tools, STEM programs, early literacy workshops, creative tools like 3D printers and flatbeds, and community programming ranging from toddler storytimes to tabletop role-playing

games, to tax filing support. Free Wi-Fi, public computers, and mobile-friendly catalogs help bridge the digital divide, ensuring equal access for all.

Beyond traditional offerings, initiatives like the Experience Pass—providing free access to local attractions like museums and cultural sites—empower patrons to learn, explore, and create in new ways. Recent achievements, including the Ridgefield Library expansion in 2021 and the opening of the Woodland Library in 2024, underscore FVRLibraries' commitment to progress and innovation.

By blending a rich legacy with forward-thinking services, FVRLibraries challenges outdated perceptions of libraries as quiet repositories of books. Instead, it is a vibrant hub for learning, creativity, and opportunity—proving that libraries are relevant and essential.

## 75th Anniversary Plan

**Our Framing Question:** As we enter 2025, how can we celebrate 75 years of FVRLibraries by honoring the communities that have shaped its success and highlighting all we've accomplished together?

**Our Objective:** Foster community pride and deepen connections with FVRLibraries by celebrating its 75th anniversary, highlighting its legacy of service, and introducing innovative tools and communication strategies that showcase its ongoing value to patrons and communities.

### Our Strategies:

#### 1. Strategic Storytelling

- **Visual Storytelling:** Use videos, photo slideshows, infographics, and interactive media to share compelling patron testimonials, key milestones, and community contributions and engage audiences across digital and in-branch platforms.
- **Historical & Community Focus:** Highlight the diverse contributions of women's groups, grassroots efforts, and historically underserved communities that have shaped FVRLibraries. Weave these narratives into anniversary campaigns and programming to strengthen emotional ties.
- **Community Collaboration:** Partner with schools, historical societies, and local organizations to enhance storytelling efforts, align historical perspectives with modern services, and increase outreach effectiveness.

#### 2. Elevated Communications

- **Dynamic Digital Campaigns:** Leverage social media with targeted hashtags, engaging trivia, user-generated content, and interactive contests to build excitement for the 75th Anniversary and increase digital engagement.
- **Enhanced News & Events Catalog:** Transition the catalog into a narrative-driven format that integrates patron stories, historical highlights, branch features, and important updates to showcase the library's legacy and relevance.
- **Accessible and Personalized Messaging:** Optimize digital platforms (website, email, newsletters) to deliver accessible, user-friendly, and tailored content based on patron interests, driving engagement and awareness.

### 3. Immersive Programming

- **Branch-Centric Celebrations:** Host tailored events across branches, featuring live performances, cultural activities, and historical exhibits to bring FVRLibraries' legacy to life. Focus on creating family-friendly, inclusive experiences.
- **Anniversary Passport Program:** Launch an interactive passport initiative that encourages patrons to visit branches, explore resources, and engage with their community in exchange for prizes and incentives.
- **Integrated Storytelling at Events:** Weave storytelling into all events, showcasing patron impact and historical reflections to inspire community pride and connection.

### 4. Actionable Insights

- **Data-Driven Program Design:** Use analytics from event registrations, social media metrics, and community feedback to continuously refine programming and improve alignment with patron needs.
- **Measuring Success:** Implement consistent feedback loops, including surveys, interactive polls, and post-event evaluations, to measure campaign impact and identify areas for growth.
- **Strategic Adjustments:** Use insights from analytics to prioritize efforts that resonate most with the community, ensuring high-impact programming and communication strategies.

## Conclusion: Celebrating Our Legacy, Inspiring the Future

**Why does the library matter?** Because libraries transform lives. FVRLibraries weaves together books, programs, and innovation to meet the needs of its patrons while enriching communities.

The 75th Anniversary campaign celebrates FVRLibraries' role as a partner in education, a champion of engagement, and a guide for lifelong learning. Let's honor 75 years of shared history while preparing for a brighter future.

---

## Bibliography

Gilpin, G., Karger, E., & Nencka, P. (2024). The returns to public library investment. *American Economic Journal: Economic Policy*, 16(2), 78–109.

<https://doi.org/10.1257/pol.20210300>

Library Research Service. (n.d.). *Return on investment: Recent studies*. Colorado State Library. Retrieved December 10, 2024, from <https://www.lrs.org/data-tools/public-libraries/return-on-investment/recent-studies/>

The New York Public Library. (2024). *Libraries & Well-Being: A Case Study from The New York Public Library*. Retrieved from [https://www.nypl.org/sites-drupal/default/files/2024-11/Libraries\\_and\\_Well-Being\\_A\\_Case\\_Study\\_from\\_The\\_New\\_York\\_Public\\_Library\\_accessible.pdf](https://www.nypl.org/sites-drupal/default/files/2024-11/Libraries_and_Well-Being_A_Case_Study_from_The_New_York_Public_Library_accessible.pdf)



# Fort Vancouver Regional Library District

## DRAFT 2025 Revenue Budget

	2024 YTD (September) Actuals	Updated Budget 2024	DRAFT Budget 2025	Budget \$ Changes over 2024	Budget % Changes over 2024	Note Reference
<b>Property Taxes</b>						
Property Taxes - Clark	15,173,798	\$ 26,086,950	\$ 26,660,340	573,390	2%	
Property Taxes - Skamania	469,740	714,643	797,195	82,552	12%	
Property Taxes - Klickitat	1,046,238	1,359,320	1,513,678	154,358	11%	
Property Taxes - Cowlitz	191,495	316,875	338,389	21,514	7%	
<b>Total Property Taxes</b>	<b>16,881,271</b>	<b>\$ 28,477,788</b>	<b>\$ 29,309,602</b>	<b>\$ 831,814</b>	<b>3%</b>	<b>Note 1</b>
<b>Other Taxes</b>						
Other General Tax	37,810	75,000	75,000	-	0%	
Leasehold Excise Tax	113,748	115,000	135,000	20,000	17%	
<b>Total Other Taxes</b>	<b>151,558</b>	<b>\$ 190,000</b>	<b>\$ 210,000</b>	<b>\$ 20,000</b>	<b>11%</b>	<b>Note 2</b>
<b>Intergovernmental, Grants &amp; Contracts</b>						
Federal in-lieu of Taxes	1,431	45,000	45,000	-	0%	
Grants through ESD 112	8,674	6,000	6,000	-	0%	
State Forest Boards	16,500	40,000	40,000	-	0%	
Yale Valley Library Dist - Contract	72,500	165,000	150,000	(15,000)	-9%	<b>Note 3</b>
Yale Valley Library Dist - Capital Reimbursement	7,674	-	70,000	70,000	100%	<b>Note 3</b>
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>106,778</b>	<b>\$ 256,000</b>	<b>\$ 311,000</b>	<b>\$ 55,000</b>	<b>21%</b>	
<b>Charges for Services</b>						
Equipment Use Fees	34,527	40,000	42,000	2,000	5%	
Non-Resident Borrower Fee	8,694	8,000	9,000	1,000	13%	
Lost / Damaged Material Fee	34,530	32,000	34,000	2,000	6%	
<b>Total Charges for Services</b>	<b>77,752</b>	<b>\$ 80,000</b>	<b>\$ 85,000</b>	<b>\$ 5,000</b>	<b>6%</b>	<b>Note 4</b>
<b>Miscellaneous</b>						
Investment Interest	485,761	475,000	485,000	10,000	2%	<b>Note 5</b>
Rental Income	6,688	2,000	2,000	-	0%	
Gifts/Contributions	870	-	-	-	0%	
Library Friends Groups' Reimbursements	23,154	20,000	20,000	-	0%	
Woodland Friends Reimbursements - Project		655,000		(655,000)	-100%	<b>Note 6</b>
Foundation Reimbursements (Grants)	2,449,550	2,449,550		(2,449,550)	-100%	<b>Note 6</b>
Foundation Reimbursements (Other Project)	17,963	175,000		(175,000)	-100%	<b>Note 6</b>
Library Foundation Reimbursements	52,660	35,450	20,450	(15,000)	-42%	<b>Note 7</b>
Insurance Reimbursements	-	2,500	-	(2,500)	-100%	
Miscellaneous	4,524	2,500	2,500	-	0%	
Other Miscellaneous - E-Rate	149,164	120,000	120,000	-	0%	
Sale of Assets	6,888	10,000	10,000	-	0%	
<b>Total Miscellaneous</b>	<b>3,197,222</b>	<b>\$ 3,947,000</b>	<b>\$ 659,950</b>	<b>\$ (3,287,050)</b>	<b>-83%</b>	
<b>Total Operating Revenue</b>	<b>20,414,580</b>	<b>\$ 32,950,788</b>	<b>\$ 30,575,552</b>	<b>\$ (2,375,236)</b>	<b>-7%</b>	
Use of Reserves to Balance Operating Budget	262,611	400,000	2,522,411	2,122,411	531%	
Use of Reserves to Balance Capital Budget	4,021,932	4,021,932	2,191,000	(1,830,932)	-46%	
Subtotal Use of Reserves	<b>\$ 4,284,543</b>	<b>\$ 4,421,932</b>	<b>\$ 4,713,411</b>	<b>\$ 291,479</b>	<b>7%</b>	
<b>Total Revenues and Use of Reserves</b>	<b>\$24,699,124</b>	<b>\$ 37,372,720</b>	<b>\$ 35,288,963</b>	<b>\$ (2,083,757)</b>	<b>-6%</b>	

# Fort Vancouver Regional Library District

## DRAFT 2025 Revenue Budget

### Summary:

The 2025 draft revenue budget was created from the best known information as of 11/22/2024 and through the use of historical revenue trend perspectives. Overall, this budget reflects an operating revenue increase of approximately 3% 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 \$4,713,411 use of reserves anticipated to be required to balance the expense budget. Overall, use of reserves expected in 2025 is 7% more than those used in 2024. The use of reserves in 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 based on Clark County Assessors calculations after loading all of the Counties Taxable Assessed Values, New Construction, State Assessed values and reviewing FVRL levy limits. Clark County provided a final millage rate of 0.2686281182.

### 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 are revenues 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 (September) Actuals	2024 Budget (Amended)	Operating Expense 2025 Budget Proposed	+ Reserve Expense 2025 Budget Proposed	= Total 2025 Budget Proposed	Budget \$ Changes over 2024	Budget % Changes over 2024	Note Reference
<b>Operating Expenditures:</b>								
<b>Personnel</b>								
Wages	\$ 9,749,751	\$ 14,383,607	\$ 14,616,738	\$ 757,411	\$ 15,374,149	\$ 990,542	7%	
Benefit - Medical	1,791,296	3,171,347	3,413,423	-	3,413,423	242,076	8%	
Benefit - Dental	180,767	217,986	311,074	-	311,074	93,088	43%	
Benefit - Life, LTD, AD&D	113,694	169,439	159,584	-	159,584	(9,855)	-6%	
Benefit - PERS	890,993	1,334,799	1,388,286	-	1,388,286	53,487	4%	
Benefit - FICA	731,725	1,100,346	1,176,122	-	1,176,122	75,776	7%	
Benefit - L & I - Workers Compensation	56,653	113,263	117,567	-	117,567	4,304	4%	
Benefit - PFML	20,599	30,410	40,205	-	40,205	9,795	32%	
Unemployment Expense	12,415	10,000	15,000	-	15,000	5,000	50%	
<b>Personnel Subtotal:</b>	<b>\$ 13,547,892</b>	<b>\$ 20,531,197</b>	<b>\$ 21,237,999</b>	<b>\$ 757,411</b>	<b>\$ 21,995,410</b>	<b>\$ 1,464,213</b>	<b>7%</b>	<b>Note 1</b>
<b>Supplies</b>								
Supplies + Fuel & Lubricants	267,197	452,650	341,300	-	341,300	(111,350)	-25%	
Small Equipment (FF&E)	33,904	78,500	26,000	365,000	391,000	312,500	398%	
Technology	307,839	411,000	425,000	300,000	725,000	314,000	76%	
Professional Collection / Tech	196,941	316,000	323,000	-	323,000	7,000	2%	
<b>Supplies &amp; Small Equipment/Tech</b>	<b>\$ 805,880</b>	<b>\$ 1,258,150</b>	<b>\$ 1,115,300</b>	<b>\$ 665,000</b>	<b>\$ 1,780,300</b>	<b>\$ 522,150</b>	<b>42%</b>	<b>Note 2</b>
<b>Library Books / Materials</b>								
Library Books & Materials	1,040,963	1,823,500	1,875,500	-	1,875,500	52,000	3%	
Electronic Resources	1,352,135	1,896,500	1,944,500	-	1,944,500	48,000	3%	
<b>Library Materials Subtotal:</b>	<b>\$ 2,393,098</b>	<b>\$ 3,720,000</b>	<b>\$ 3,820,000</b>	<b>\$ -</b>	<b>\$ 3,820,000</b>	<b>\$ 100,000</b>	<b>3%</b>	
<b>Other Services / Charges</b>								
Professional Services	1,040,144	1,599,636	1,223,300	600,000	1,823,300	223,664	14%	
Communications	257,936	372,371	402,600	-	402,600	30,229	8%	
Training / Travel	92,834	107,000	150,000	-	150,000	43,000	40%	
Advertising	14,336	26,000	37,000	-	37,000	11,000	42%	
Rentals / Leases	408,291	585,155	616,903	-	616,903	31,748	5%	
Insurance	270,360	262,700	281,000	-	281,000	18,300	7%	
Utilities	321,727	479,000	479,000	-	479,000	-	0%	
FAC Repairs & Maintenance	846,250	310,739	305,300	-	305,300	(5,439)	-2%	
IT Maintenance and Licensing		668,000	687,900	-	687,900	19,900	3%	
Misc / Dues / Printing / Other	108,615	149,425	148,450	-	148,450	(975)	-1%	
Intergovernmental Services	236	796	800	500,000	500,800	500,004	100%	
<b>Other Charges &amp; Services</b>	<b>\$ 3,360,729</b>	<b>\$ 4,560,822</b>	<b>\$ 4,332,253</b>	<b>\$ 1,100,000</b>	<b>\$ 5,432,253</b>	<b>\$ 871,431</b>	<b>19%</b>	<b>Note 3</b>
<b>Total Operating Expenditures:</b>	<b>\$ 20,107,599</b>	<b>\$ 30,070,169</b>	<b>\$ 30,505,552</b>	<b>\$ 2,522,411</b>	<b>\$ 33,027,963</b>	<b>\$ 2,957,794</b>	<b>10%</b>	
<b>Capital Outlay:</b>								
Buildings / Non-Owned	\$ 36,573	70,000	-	374,000	374,000	304,000	434%	<b>Note 4A</b>
Buildings / Owned	51,488	160,000	-	1,807,000	1,807,000	1,647,000	1029%	<b>Note 4B</b>
Woodland (FVRL Reserves)	4,021,932	4,021,932	-	-	-	(4,021,932)	-100%	<b>Note 4C</b>
Woodland (Grant Reimbursed)	2,038,525	2,038,525	-	-	-	(2,038,525)	-100%	<b>Note 4C</b>
Woodland (Other Reimbursements)	42,223	971,694	-	-	-	(971,694)	-100%	<b>Note 4C</b>
Yale	6,132	40,400	70,000	-	70,000	29,600	73%	<b>Note 4D</b>
Machinery & Equipment		-	-	10,000	10,000	10,000	0%	
<b>Total Capital Outlay:</b>	<b>\$ 6,196,875</b>	<b>\$ 7,302,551</b>	<b>\$ 70,000</b>	<b>\$ 2,191,000</b>	<b>\$ 2,261,000</b>	<b>\$ (5,041,551)</b>	<b>-69%</b>	
<b>Grand Total All Expenditures:</b>	<b>\$ 26,304,474</b>	<b>\$ 37,372,720</b>	<b>\$30,575,552</b>	<b>\$ 4,713,411</b>	<b>\$35,288,963</b>	<b>\$ (2,083,757)</b>	<b>-6%</b>	

# 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 10% while also recognizing a capital decrease over the amended 2024 Budget of 69%. The combination of these changes reflects a total budget decrease of 6% 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 needed 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 19% or about \$871k over 2024 amended budget

Major components of our "Other Services and charges" category are professional services, leases, utilities and technology maintenance and licensing agreements and in 2025 Intergovernmental Services. Most of the expense components within this category remained stable in budget; however, we are expecting to realize a 14% increase in professional services, a 5% increase in leases, a 3% increase in technology maintenance and licensing agreements and we see the \$500k estimate added for expected election costs for the levy lid lift. Although not considered major components, we are also budgeting for an increase in advertising and communications for the 75th anniversary and the expected levy lid lift information campaign. The increases to professional services and addition of election costs represent 83% of the total increase in this expense category for the 2025 DRAFT Budget.

### Note 4: Overall the Capital Outlay budget decreased just over \$5 million; however, certain line items have significant needs

**A:** Buildings Non-Owned is showing an increase of \$374,000 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 \$1,807,000 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
<b>Reserve Plan Objectives 1-5</b>						
Obj. 1 - Capital Repairs & Maintenance	\$ 1,000,000	\$ 345,000	1,345,000	\$ (1,345,000)	\$ -	<b>Note 1</b>
Obj. 2 - Replacement Vehicles	148,380	(138,380)	10,000	(10,000)	-	<b>Note 2</b>
Obj. 3 - Capital Projects			-			
Washougal Community Library	4,092,678	-	4,092,678	-	4,092,678	<b>Note 3A</b>
Woodland Community Library	4,021,932	(4,021,932)	-	-	-	<b>Note 3B</b>
Branch Refresh Projects	677,436	533,564	1,211,000	(1,211,000)	-	<b>Note 3C</b>
Obj. 4 Technology Replacement & Upgrades	400,000	(100,000)	300,000	(300,000)	-	<b>Note 4</b>
<b>Total Reserve Plan Objectives 1-5</b>	<b>\$ 10,340,426</b>	<b>\$ (3,381,748)</b>	<b>\$ 6,958,678</b>	<b>\$ (2,866,000)</b>	<b>\$ 4,092,678</b>	
<b>Operational Fund &gt; 60 to 90 days of annual operational expenditures</b> <i>(Per Fiscal Mgmt Policy)</i>	<b>\$ 8,715,870</b>	<b>\$ 1,459,816</b>	<b>\$ 10,175,686</b>	<b>\$ (1,847,411)</b>	<b>\$ 8,328,275</b>	<b>Note 5</b>
<b>Total Reserves &amp; Operational Fund</b>	<b>\$ 19,056,296</b>	<b>\$ (1,921,932)</b>	<b>\$ 17,134,364</b>	<b>\$ (4,713,411)</b>	<b>\$ 12,420,953</b>	

# 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 continued 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; Three Creeks refresh; Stevenson Gallery; Battle Ground Staff lounge refresh; North Bonneville improvements

### Note 4: Obj. 4 Technology Replacement & Upgrades

Technology associated with implementation of a new discovery layer, App, 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 \$8,256,991 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		17,134,364	12,420,953	8,039,571	1,824,072	(6,395,666)	(16,803,499)
TOTAL SOURCES		30,575,552	30,584,666	30,805,901	30,993,656	31,144,562	31,254,977
TOTAL USES		35,288,963	34,966,048	37,021,400	39,213,395	41,552,395	44,049,640
NET INCOME		(4,713,411)	(4,381,382)	(6,215,499)	(8,219,739)	(10,407,833)	(12,794,663)
ENDING CASH BALANCE		12,420,953	8,039,571	1,824,072	(6,395,666)	(16,803,499)	(29,598,162)
RESERVES TEST							
	60 Days of Operating Expenses	5,504,661	5,825,875	6,168,253	6,533,388	6,923,003	7,338,971
	Meets test by	6,916,292	2,213,696	(4,344,181)	(12,929,054)	(23,726,502)	(36,937,133)
	Test Met?	YES	YES	NO	NO	NO	NO
	90 Days of Operating Expenses	8,256,991	8,738,812	9,252,380	9,800,082	10,384,505	11,008,457
	Meets test by	4,163,962	(699,241)	(7,428,308)	(16,195,748)	(27,188,004)	(40,606,619)
	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						
	We are now aware of the operational costs needed for a Levy Lid Lift, which are not represented in these numbers today						
	<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)						

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT**  
**Resolution 2024-11**  
(Budget Resolution 2025-02)

**RESOLUTION OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT BOARD OF TRUSTEES AUTHORIZING ADOPTION OF THE 2025 BUDGET.**

The regular meeting of the Fort Vancouver Regional Library District (FVRL) Board of Trustees was held December 16, 2024 at the Vancouver Community Library and online, attended by a quorum of the Board for the conduct of such business; and, after due consideration and deliberation, the following resolution was duly passed by a majority vote of all Trustees then attending.

**WHEREAS**, the Fort Vancouver Regional Library District was established in 1950 as an intercounty rural regional library district, and levies property taxes pursuant to the [Revised Code of Washington 27.12.150](#), and

**WHEREAS**, funds for the establishment and maintenance of the library service of the district shall be provided by the boards of county commissioners of the respective counties by means of an annual tax levy on the property in the district of not more than fifty cents per thousand dollars of assessed value per year, and

**WHEREAS**, the tax levy in the several counties shall be at a uniform rate and shall be based on a budget to be compiled by the Board of Trustees of the intercounty rural library district who shall determine the uniform tax rate necessary and certify their determination to the respective boards of county commissioners, and

**WHEREAS**, an overview of the draft 2025 Budget was presented to the FVRL Board of Trustees with a first reading of the preliminary 2025 Budget on October 21, 2024, then a second reading of the budget on November 18, 2024, and a final public hearing on December 16, 2024 to consider the District's budget for 2025.

**NOW, THEREFORE, BE IT RESOLVED** that the Fort Vancouver Regional Library District Board of Trustees adopts the 2025 budget in the amount of \$35,288,963.

Adopted this 16th day of December, 2024.

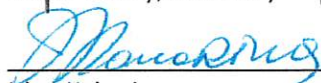
  
\_\_\_\_\_  
Kristy Morgan, Chair

  
\_\_\_\_\_  
Mary Williams

  
\_\_\_\_\_  
Mary Ann Duncan-Cole

  
\_\_\_\_\_  
Olga Hodges, Vice Chair

  
\_\_\_\_\_  
Marie Coffey, Secretary

  
\_\_\_\_\_  
Irina Kakorina



**Fort Vancouver Regional Library  
District Staff Report 2024-11  
Election of Officers**

**To:** Board of Trustees  
**From:** Nominating Committee  
**Date:** December 16, 2024  
**Subject:** Election of Officers

**Summary:**

Per Article III of the FVRL Board of Trustees Bylaws, the Board's officers shall be a Chair, a Vice-Chair, and a Secretary elected from among the appointed trustees no later than January of the year of appointment. FVRL's practice has been to appoint a Nominating Committee to recruit a slate of officers for the following year in October, and announce those names at the November meeting. This gives other interested candidates the opportunity to put their name forward at that time. A final slate is voted on at the December meeting to name officers for the following year. All Board members are eligible to serve as officers.

**Key Points**

**Terms:** Officers shall serve a term of one year, from January through December.

**Duties:** The Board Chair presides at all meetings of the Board, authorizes calls for special meetings, appoints all committees, executes all documents authorized by the Board, and performs all other duties associated with that office. The Board Chair meets with the Executive Director in advance of the monthly meeting to approve the agenda and discuss any concerns.

The Vice-Chair, in the event of the absence of the Chair, assumes and performs the duties and functions of the Chair.

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

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

**Action Requested:** Approval of the election of Officers for the Board of Trustees.

# FVRLibraries

## Levy Lid Lift Considerations

12/11/24



# Do all FVRL tax payers pay the same levy rate?

**YES!**



Source: fvrl.org

# Property Taxes in Washington

In Washington, property tax increases are not based on the increasing value of properties but rather on the amount of the property taxes assessed in the previous year. Each year's levy may be increased by no more than 1% unless the public votes for a greater increase (commonly called a levy lid lift).

The passage of Initiative 747 in 2001 established a "101% levy limit" limiting the amount that any taxing jurisdiction can increase its regular property tax levy (the total amount of revenue collected) from current assessed valuation (excluding new construction) without voter approval. The state Supreme Court struck down the initiative in 2007, but the legislature reinstated it.

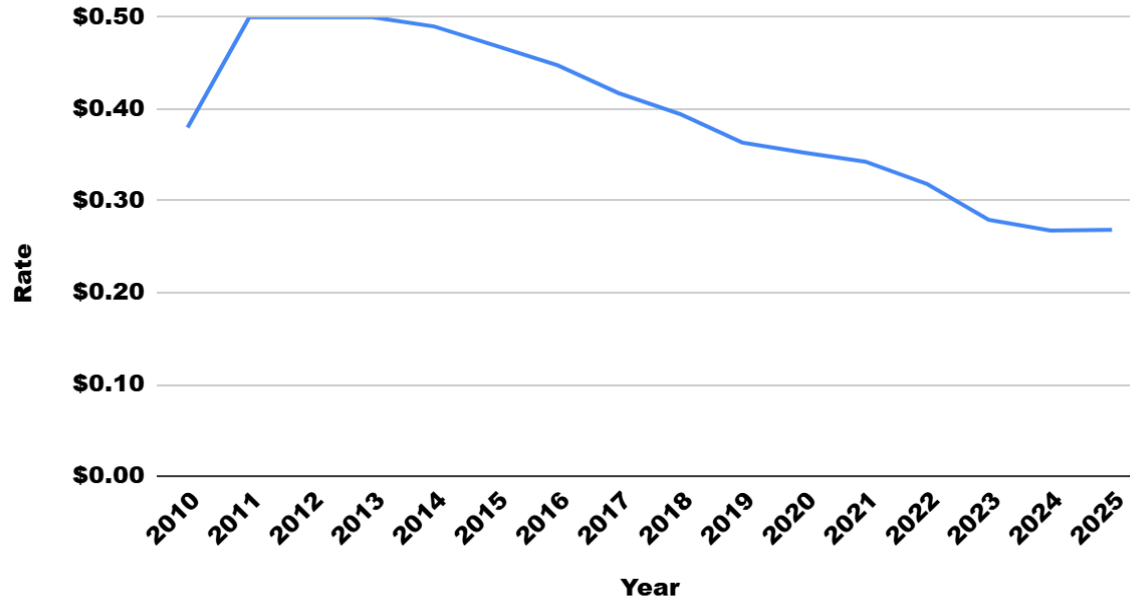


# Levy Rate History

<b>Year</b>	<b>Rate</b>	<b>Year</b>	<b>Rate</b>
2010	0.38	2018	0.3945
2011	0.5000	2019	0.3635
2012	0.5000	2020	0.3527
2013	0.5000	2021	0.3427
2014	0.4900	2022	0.3185
2015	0.4690	2023	0.2794
2016	0.4479	2024	0.2677
2017	0.4172	2025	0.2686

# Last Levy Lid Lift (\$0.50/\$1,000 TAV) on 8/17/2010 2025 rate is \$0.2686/\$1,000 TAV

## Levy Rate Over Time

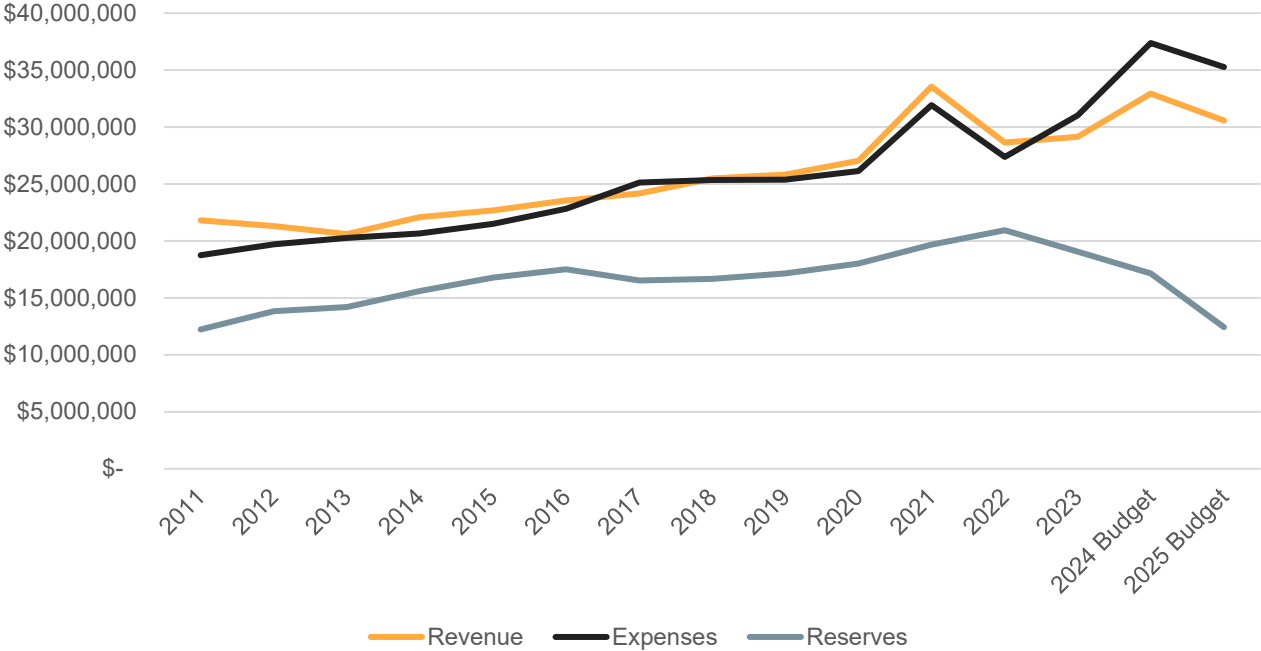


Per RCW 27.12 Max allowed rate \$0.50/\$1,000 TAV



# Financial History and Looking Forward: 2011-2025

## Revenue, Expenses & Reserves



# Definitions

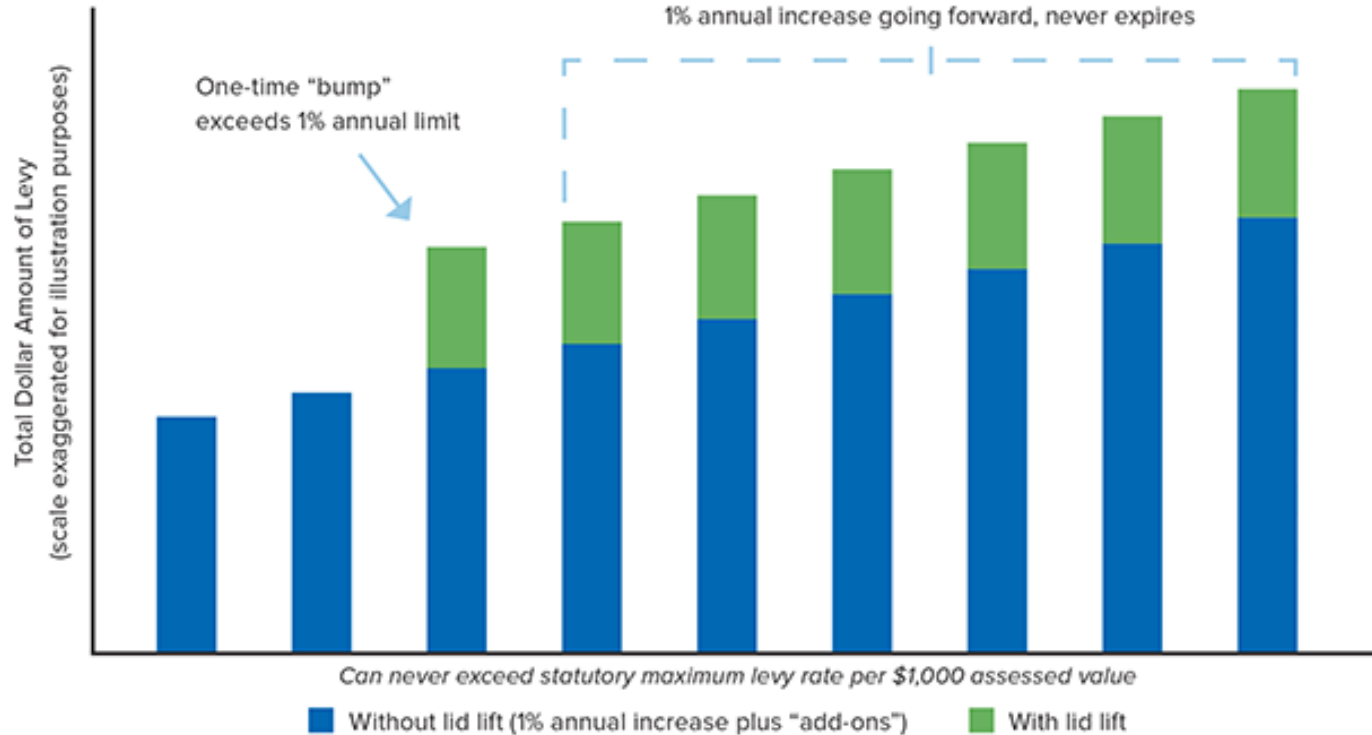
## *Permanent Single-Year Lid Lifts*

With a permanent single-year lid lift, the levy lid bumps up more than 1% in the first year, and then that amount is used to calculate all future 101% levy limitations. The measure never expires and the levy lid never reverts. However, future annual increases may not exceed 1% without going to the voters for another lid lift.





# SINGLE-YEAR PERMANENT LEVY LID LIFT



# Tax Increment Financing (TIF)

Tax increment financing (TIF) is a financing tool that local governments in Washington State – defined as cities, towns, counties, port districts, or any combination thereof – can use to fund public infrastructure in targeted areas to encourage private development and investment ([chapter 39.114 RCW](#)).

FVRL is a Jr. Taxing District with no option to opt in/out – growth taxes automatically get captured by TIF areas for up-to 25 years.

Current TIF Areas in FVRL District:

- Port of Vancouver
- Port of Ridgefield
- City of Ridgefield

Impact estimated loss of \$10.8 million over 25 years

- City of Woodland (newly proposed)
- ?? more to come



# **August 17, 2010 - Last Levy Lid Lift**

## ***Voted increase from \$0.38 to \$0.50/\$1000***

### Ballot Language:

The Fort Vancouver Regional Library District Board of Trustees adopted resolution 2010-5 concerning a proposition to authorize its regular property tax levy. This proposition would authorize the District to restore its regular property tax levy to the allowable rate of \$0.50 per \$1,000 of assessed value for collection in 2011 to provide for continued funding for the Fort Vancouver Regional Library District's normal operation and maintenance. Thereafter, such levy amount would be used for the purpose of computing limitations for subsequent levies as allowed by RCW 84.55. Should this proposition be:

\_\_\_\_\_Approved?

\_\_\_\_\_Rejected?



# August 17, 2010 - Last Levy Lid Lift

## *Voted increase from \$0.38 to \$0.50/\$1000*

	Yes	No	Total	% Yes
Clark	38,738	39,845	78,583	49.3
Klickitat	3,430	1,954	5,384	63.71
Skamania	1,535	1,371	2,906	52.82
Cowlitz (City of Woodland)	361	399	760	47.5
<b>Total</b>	<b>44,064</b>	<b>43,569</b>	<b>87,633</b>	<b>50.28242</b>

*Note: Prior to 2010, FVRL had not asked for a Levy Lid Lift since 1993.*



# Proposed Levy Lid Lift Rates

Rate	2026 Total Estimated Budget	2026 Total Estimated Expenses	Net Income	Years until Levy Lid Lift Needed
0.2686 <i>(2025 Rate)</i>	\$30,534,666	\$38,259,703	(\$7,725,037)	Current Rate No LLL
0.37	\$41,624,873	\$38,259,703	\$3,365,170	2030 (5 years)*
0.42	\$47,050,620	\$38,259,703	\$8,790,917	2031 (6 Years)**
0.50	\$55,779,297	\$38,259,703	\$17,519,594	2038 (12 years)**

\* = No New Buildings included; capital outlay for current facilities includes

\*\* = Funding for Washougal and one additional library included



# Estimated Annual Costs - Taxpayers

		Median Home Values - August 2024			
		Clark County	Skamania County	Klickitat County	City of Woodland
<b>Levy Rate</b>		<b>\$ 550,000.00</b>	<b>\$ 565,000.00</b>	<b>\$ 477,000.00</b>	<b>\$ 578,820.00</b>
Current 2025 Levy	0.2686	\$ 147.73	\$ 151.76	\$ 128.12	\$ 155.47
<i>Proposed Rate - 1</i>	0.37	\$ 203.50	\$ 209.05	\$ 176.49	\$ 214.16
<i>Proposed Rate - 2</i>	0.42	\$ 231.00	\$ 237.30	\$ 200.34	\$ 243.10
<i>Proposed Rate - 3</i>	0.5	\$ 275.00	\$ 282.50	\$ 238.50	\$ 289.41



# Election Dates

<b>Election</b>	<b>Deadline to File Resolution</b>
August 5, 2025 Primary	Friday, May 2, 2025
November 4, 2025 General	Tuesday, August 5, 2025

# Election Costs

Counties pass election costs along to participating jurisdictions based on the number of participating jurisdictions, the number of voters in each participating jurisdiction, and the number of races or ballot measures each participating jurisdiction has on the ballot.

The Board of Trustees has exclusive control of expenditure for library proposes (RCW 27.12.240), A Ballot Measure (Levy Lid Lift) can be paid from library operating funds as it is an expenditure for a “library purpose”.

Estimated Costs change depending on the election type (special, primary, general). Also, generally the more ballot measures there are, the lower the cost of the election per measure.

Clark County - Approx \$250,000 (general)

Cowlitz County (City of Woodland) - Approx. \$3,500 (general)

Klickitat County -Approx. \$20,000 (general)

Skamania County - Approx. \$3,000 (general)

***Estimated FVRL Election Costs - \$ 280,000 (general election-November) [special election could be approx \$600,000]***





# Getting Levy Lid Lift on a Ballot

- A signed resolution directing the county auditor to place the item on the ballot and specifying the substantial form of the ballot title that voters will see on the ballot.
- An explanatory statement that will appear in the voters' pamphlet.
- A list of individuals who will serve on the "pro" and "con" committee for each county to prepare statements for and against the measure for the use in the voters' pamphlet.
- Any other forms or information prescribed by each county auditor's office, such as a cover sheet.



# Use of Public Facilities in Election Campaigns

State law ([RCW 42.17A.555](#)) 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, port districts and other special districts.

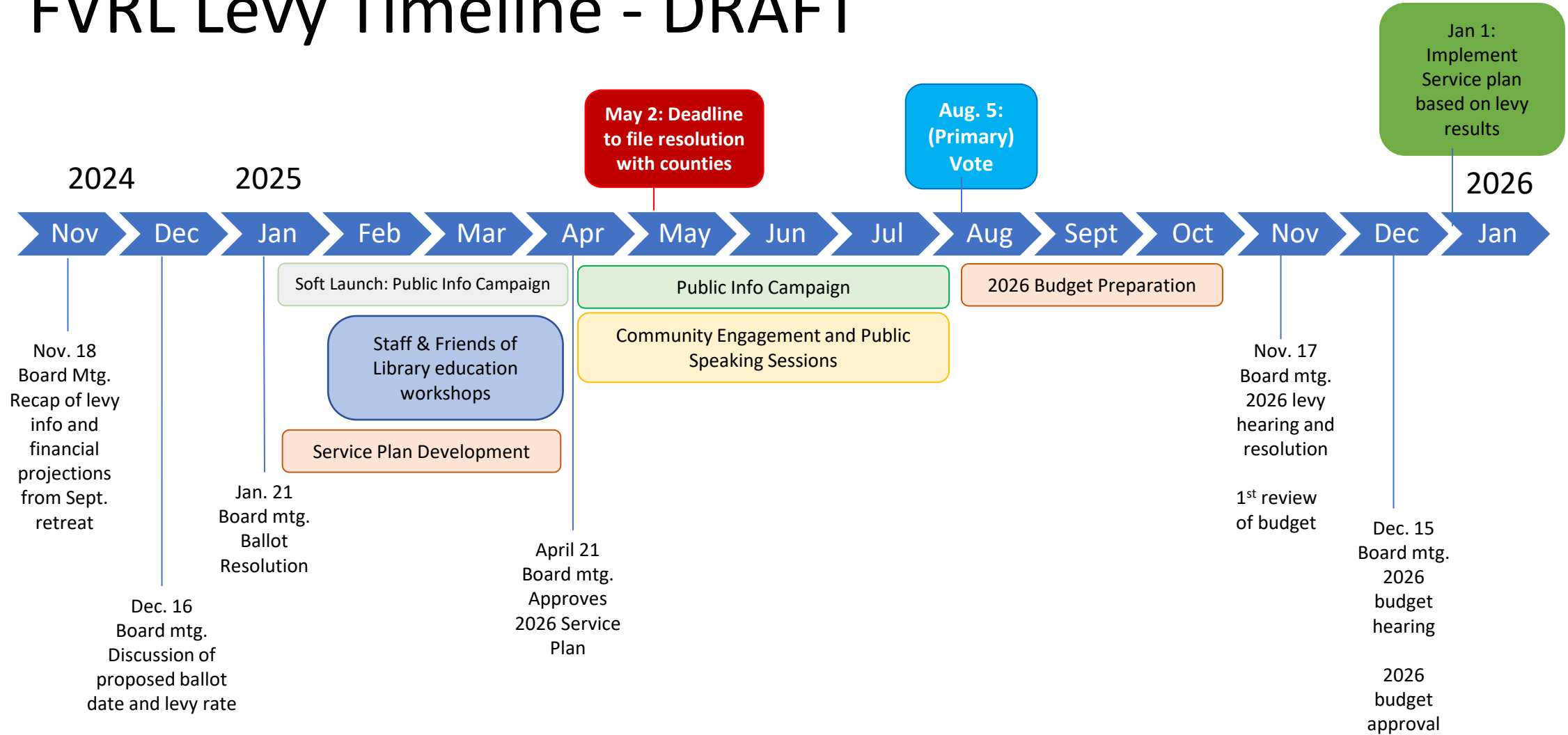
The general prohibition against use of public facilities is broad and comprehensive. The term "public facilities" is defined to include use of stationery, postage, equipment, use of employees during working hours, vehicles, office space, publications of the office, or lists of persons served by the local government.

A local government can prepare an 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 this information be presented in a fair, objective manner.

Many local governments also allow use of their meeting room facilities on a nondiscriminatory, equal access basis to the public. If this is the case, then it would be allowable to hold a public forum for citizens with pro and con representatives discussing a ballot measure in a public meeting.



# FVRL Levy Timeline - DRAFT



**FORT VANCOUVER REGIONAL LIBRARY DISTRICT**  
**Resolution 2024-12**

**RESOLUTION OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT  
BOARD OF TRUSTEES AUTHORIZING THE EXECUTION OF A MEMORANDUM  
OF AGREEMENT WITH LOCAL 307L OF THE AMERICAN FEDERATION OF  
STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO, REGARDING  
~~MODIFICATIONS TO THE COLLECTIVE BARGAINING AGREEMENT AS A~~  
RESULT OF A WAGE REOPENER**

The regular meeting of the Fort Vancouver Regional Library District (FVRL) Board of Trustees was held on December 16, 2024, and attended by a quorum of the Board for the conduct of business. After due consideration and deliberation, the following resolution was duly passed by a majority vote of all Trustees present.

**WHEREAS**, the Fort Vancouver Regional Library District (FVRL) and Local 307L of the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) are parties to a collective bargaining agreement (CBA), effective February 21, 2024, which includes a wage reopener provision in Article 24.4 to allow for negotiations on wages, compensated time off, insurance, and other benefits when other unions receive a general wage increase in excess of 1% of the wage increases outlined in the CBA; and

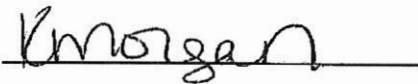
**WHEREAS**, the CBA between FVRL and the Washington Public Employees Association (WPEA) effective May 20, 2024, provided a wage increase to employees in job classifications represented by WPEA in excess of 1% of the wage increases outlined in the CBA between FVRL and AFSCME; and

**WHEREAS**, FVRL and AFSCME bargained the wage reopener and came to agreement, which includes the provision of a stipend and implementation of associated wage adjustments for affected employees, and changes to the Annual Performance Review process for AFSCME employees; and

**WHEREAS**, the Memorandum of Agreement (MOA) outlining the wage opener bargained agreement between FVRL and AFSCME shall take effect upon approval by both parties;

**NOW, THEREFORE, BE IT RESOLVED**, that the Fort Vancouver Regional Library District Board of Trustees hereby authorizes and approves the execution of the Memorandum of Agreement (MOA) with AFSCME, as described above.

Adopted this 16th day of December, 2024



Kristy Morgan, Chair

  
Olga Hodges (Dec 18, 2024 12:17 PST)

Olga Hodges, Vice Chair

Resolution 2024-13

FORT VANCOUVER REGIONAL LIBRARY DISTRICT  
Resolution 2024-13

RESOLUTION OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT  
BOARD OF TRUSTEES ADOPTING THE SECOND AMENDMENT EMPLOYMENT  
AGREEMENT

The regular meeting of the Fort Vancouver Regional Library District (FVRL) Board of Trustees was held on December 16, 2024 and attended by a quorum of the Board for the conduct of such business; and, after due consideration and deliberation, the following resolution was duly passed by a majority vote of all Trustees then attending.

**WHEREAS**, the FVRL Board of Trustees has entered into an Employment Agreement with the Executive Director, Jennifer Giltrop, which was originally effective as of December 4, 2023, and permits the Board to review her performance annually and make adjustments to her compensation and benefits; and

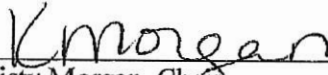
**WHEREAS**, the FVRL Board of Trustees has reviewed the Executive Director's compensation and benefits as part of its annual performance evaluation and has determined that an adjustment to her compensation and vacation accrual is warranted; and

**NOW, THEREFORE, BE IT RESOLVED** that the Fort Vancouver Regional Library District Board of Trustees hereby adopts Resolution 2024-13, authorizing the following amendments to the Employment Agreement of the Executive Director, Jennifer Giltrop:

1. Salary Adjustment: The Executive Director's base salary shall be increased by 3 %, effective January 1, 2025.
2. Vacation Accrual: The Executive Director's vacation accrual shall be increased to a total of 26.5 days per year, earned as a monthly accrual of 17 hours per month, effective January 1, 2025.
3. Other Terms: All other terms and conditions of the Employment Agreement, as previously amended, shall remain in full force and effect.

**FURTHER RESOLVED**, that the Chair of the Board of Trustees, or another duly authorized officer, is hereby authorized to execute the Second Amendment to the Employment Agreement reflecting the approved changes, and to take any other actions necessary to implement the terms of this resolution.

Adopted this 16<sup>th</sup> day of December 2024

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

  
Olga Hodges (Dec 18, 2024 12:17 PST)  
\_\_\_\_\_  
Olga Hodges, Vice-Chair

# Media Report - December 16, 2024

Sightline Institute "Reintroducing: Your Local Library, a Critical Tool for Democracy"

<https://www.sightline.org/2024/12/05/reintroducing-your-local-library-a-critical-tool-for-democracy/>