

Yakima Valley Libraries
Board of Trustees
Regular Meeting
Monday, July 28, 2025– 3:30 p.m.
Yakima Central Library Boardroom

I. OPENING OF MEETING:

Board Member Present: President Bradley Liebrecht, Vice-President Jameson Watkins, Secretary Mary MacKintosh, Trustee Judith Panagakos and Trustee Noemi Yaneli Sanchez

Staff Present: Executive Director- Candelaria Mendoza, Public Library Services Director- Francisco Garcia-Ortiz, Accounting Manager- Lucía Nesta-Espinoza, Regional Library Manager, Region 1- Kristine Tardiff, Regional Library Manager, Region 2- Heather Campbell, Community Engagement & Impact Manager- Sully Gama, IT Manager- Melissa Vickers, Facilities Manager- Susan Miller, Public Services Manager- Rondi Downs, and Technical Services & NWRR Manager -Sherrie Prentice

Absent: Collection Development & Circulation Manager- LeNee Gatton, Executive Assistant-Mike Huff

Visitors: No visitors

Call to Order

Trustee Liebrecht called the meeting to order at 3:30pm.

- a. Determination of quorum
Trustee Liebrecht determined a quorum of the Trustees was present.
- b. Recognition of visitors: No visitors
- c. Approval of the agenda

MOTION: Trustee MacKintosh moved to approve the agenda as presented. Trustee Watkins seconded the motion. The motion passed unanimously.

II. Public Comment

None

III. Consent Agenda

The consent agenda is a grouping of ongoing regular items that are presented to the Trustees for approval. Any of the items can be broken out and questions may be asked at any time regarding any of the items:

- a. *Approval of minutes*
- b. *Approval of financial statements*
- c. *Approval of payroll and benefits*
- d. *Approval of accounts payable vouchers*
- e. *Unaudited Financials: Community Libraries and Department*

MOTION: Trustee Watkins moved to adopt the Consent Agenda to include the June 23, 2025, regular minutes, June financial statements, June General Fund to include Payroll and Benefits warrants, June Accounts Payable warrants, and June Unaudited Financials. Trustee Sanchez seconded the motion. The motion passed unanimously.



Summary of Warrants Disbursed

June 2025 Warrants for Trustee Approval

General Fund

Payroll Warrants

322196	to	322202	\$	106,020.76
Direct Deposit ACH Transfer to Key Bank			\$	135,982.36
Direct Deposit ACH Transfer to Key Bank			\$	109,341.96
ACH Payments to Dept of Retirement 6/10/2025			\$	27,097.85
ACH Payments to DSHS 6/10/2025			\$	-
ACH Payments to AWRehn FSA 6/10/2025			\$	692.17
ACH Payments to IRS (PR Taxes) 6/10/2025			\$	47,390.05
ACH Payments to Dept of Retirement 6/25/2025			\$	24,374.66
ACH Payments to DSHS 6/25/2025			\$	-
ACH Payments to IRS (PR Taxes) 6/25/2025			\$	33,360.78
ACH Payments to AWRehn FSA 6/25/2025			\$	692.17
Total Payroll and Benefits			\$	484,952.76

Accounts Payable Warrants

87475	to	87521	\$	104,223.41
87522	to	87558	\$	72,386.44

Total AP Warrants \$ 176,609.85

Total Warrants Disbursed General Fund **\$ 661,562.61**

Plath Fund

Accounts Payable Warrants

57267	\$	3,839.51
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Total Warrants Disbursed Plath Fund **\$ 3,839.51**

IV. Director's Report

Information

Mendoza shared that the Summer Reading Program is going very well. The new Beanstack platform provides new ways for engagement with the community. You all might have seen that the programming and marketing team launched a campaign to help us reach 1 million minutes read this summer and we are set to meet it by the end of the week. KIMA also ran a story about it. The campaign was a great reminder for some, and we saw a lot of engagement after it kicked off. The team will be working on an SRP evaluation meeting in August to review lessons learned.

Mendoza commented that YVL had received the formal notification that both their projects were included in the Library Capital Improvement Program for 2025-2027, Yakima Central & Sunnyside. A few members of the team will be attending a webinar later this week to receive more information about the process.

Mendoza also shared that the team is working on making some adjustments to how they are approaching the key indicators, with the biggest focus being on circulation. The team is working on a draft plan that they will submit to the Trustees for consideration as part of the 2026 Budget Development Process. Trustee Liebrecht provided feedback that aiming high is okay and that he has seen growth and more activity.

Lastly, Mendoza shared that the Toppenish Library is seeing more incidents as the area behind the library under the ramp is being used for shelter. The staff are working with the city and the local Police to monitor the situation as there are signs that fires for cooking or staying warm have been set. Trustee Liebrecht did ask about the safety of staff from the few incidents that had abusive language. Mendoza shared that although those incidents are unfortunate, the new security staff are doing an amazing job to ensure that they are less frequent than in the past.

V. Old Business

a. Contract Process: Contract Cities

Information/Discussion

Mendoza shared with the Trustees that the conversations with the contract cities (Naches, Mabton, Granger, & Tieton) are ongoing. Most recently, Mendoza met with Mabton and Tieton. Both cities shared concerns about the higher annual fee and both made requests regarding receiving an extension or if there was a way to work with them on a smaller annual fee. Mendoza shared that it is hard to provide another proposal with a smaller fee since the team went in with their best offer, which is for each city or town to pay the same as everyone else. It is equitable and everyone would be under the same formula since many of the socioeconomic conditions that impact the contract cities exist across Yakima County; it would be hard to justify why they would be under a different fee structure than everyone else. It ends up defaulting back to a resource problem for them and for YVL. A resource problem that would make it impossible to sustain the physical locations. YVL would also be taking on more risk since the burden to continue operating the locations falls with YVL.

Mabton: At the meeting the City reaffirmed that the new fee was not feasible for them. They did approach the local school district to see if they could step in and provide some support or partnership, but the school said they wouldn't be able to. They reaffirmed that they will continue to seek alternative funding support and they were going to reach out to the County Commissioners again to see if they could help. They did want to workshop the possibility of doing a different cost-sharing model. They believe that we could reduce costs if they paid for some of the supplies, staff salary, and some of the other operational items. We made it clear that this model would prevent us from being able to provide them with library services as it would lead to them taking it on as a City department. Mendoza let the Trustees know that she has shared the City of Grandview's budget with all four cities so that they had a tangible example of what it would cost to run the library on their own as a City Department. In Grandview's budget for 2025 they are reflecting spending over \$289,000 to run the library. Granted they have a bigger building and more staff, but it's hard to imagine being able to reduce it to around \$30,000.

Granger: The city has given an informal yes to YVL's proposal. The library has provided them with a revised contract that they are reviewing with their legal team.

Tieton: Mendoza shared that at the last meeting with Tieton, they also let YVL know that the annual fee was not feasible for them and that annexing would probably not be an option either. They asked for a possible extension or a consideration of a smaller annual fee. Mendoza reiterated to them that there wasn't a lot of flexibility as they were trying to provide them with the best possible option (paying what everyone else is paying). Mendoza did request that they provide more information for the need for an extension so they could possibly update the contract with new language to include the justification.

Naches: The city will continue to discuss it at their City Council meetings. They are aware that a decision needs to be made by

the September board meeting.

New Business

a. 2026 Budget Calendar

Discussion/Motion

Nesta-Espinoza shared the 2026 Budget Calendar with the Trustees. It is very similar to previous years. It reflects the planning dates to allow the team to pull together proposals for Trustee consideration starting at the September Budget Study Session. Trustee Panagakos reminded staff that she would be out for the September board meeting.

MOTION: Trustee Liebrecht moved to approve the 2026 Budget Preparation Calendar as presented. Trustee Watkins seconded. Motion passed unanimously.

b. Tech Plan Presentation

Information

Vickers prepared a PowerPoint presentation about YVL's Technology Plan. She outlined YVL's strategic plan and outcomes, which informs the plan and the projects with it. Trustee Watkins asked about timeframes. Vickers let them know that some of the projects have already been implemented and others are still in initial phases. Mendoza also mentioned that the Budget Development process for this year will be about setting up project requests so the entire team and the Trustees can see what projects will be implemented in 2026. Trustee Panagakos asked about the rebranding and if some of the technology projects will align with the project. Vickers shared that some of the projects would be and the plan is to implement the rebranding project in the fall 2025.

VII. Adjournment

MOTION: Trustee Panagakos moved to adjourn the meeting. Trustee MacKintosh seconded. Motion passed unanimously.

President Liebrecht adjourned the meeting at 4:15 pm.

Next Meeting will be Regular Meeting

Monday, August 25, 2025, at 3:30 p.m.
Yakima Central Library Boardroom

Respectfully submitted,



Mary MacKintosh
Secretary