

Yakima Valley Libraries
Board of Trustees
Regular Meeting
Monday, October 27, 2025– 4:30 p.m.
Yakima Central Library Boardroom

I. OPENING OF MEETING:

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

Staff Present: Executive Director- Candelaria Mendoza, Executive Assistant- Michael Huff, Public Library Services Director- Francisco Garcia-Ortiz, 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, Technical Services & NWRR Manager -Sherrie Prentice, Human Resources Manager- Maria Hernandez, Accounting Assistant Manager- Lucía Nesta-Espinoza, Collection Development & Circulation Manager- LeNee Gatton

Absent: Secretary Mary MacKintosh

Visitors: Community members in person and online, and a reporter from the Yakima Herald.

Call to Order

Everyone reconvened, and Trustee Liebrecht called the meeting to order at 4:30 pm.

- a. Determination of quorum
Trustee Liebrecht determined a quorum of the Trustees was present.
- b. Recognition of visitors:
Visitors from Naches were recognized.
- c. Approval of the agenda:
Mendoza requested that the old business topic be moved to the end of the meeting to handle new business first.

MOTION: Trustee Panagakos moved to approve the agenda with the adjustment of the order. Trustee Sanchez seconded the motion. The motion passed unanimously.

II. Public Comment

Two residents from the Town of Naches spoke about the Naches library.

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 Sanchez moved to adopt the Consent Agenda to include the September 22, 2025, regular minutes and budget study session minutes, September financial statements, September General Fund to include Payroll and Benefits warrants, September Accounts Payable warrants, and September Unaudited Financials. Trustee Watkins seconded the motion. The motion passed unanimously.



Summary of Warrants Disbursed

September 2025 Warrants for Trustee Approval

General Fund

Payroll Warrants

322210		\$	561.55
322211	to 322218	\$	107,917.76
Direct Deposit ACH Transfer to Key Bank		\$	114,671.06
Direct Deposit ACH Transfer to Key Bank		\$	120,625.14
ACH Payments to Dept of Retirement 9/10/2025		\$	19,187.28
ACH Payments to DSHS 9/10/2025		\$	-
ACH Payments to AWRohn FSA 9/10/2025		\$	629.67
ACH Payments to IRS (PR Taxes) 9/10/2025		\$	34,817.47
ACH Payments to Dept of Retirement 9/25/2025		\$	20,129.43
ACH Payments to DSHS 9/25/2025		\$	-
ACH Payments to IRS (PR Taxes) 9/25/2025		\$	36,710.12
ACH Payments to AWRohn FSA 9/25/2025		\$	629.67
Total Payroll and Benefits			\$ 455,879.15

Accounts Payable Warrants

87722	to 87767	\$	68,014.46
87768	to 87801	\$	60,717.31

Total AP Warrants \$ 128,731.77

Total Warrants Disbursed General Fund \$ 584,610.92

Plath Fund

Accounts Payable Warrants

57269		\$	176.76
-------	--	----	--------

Total Warrants Disbursed Plath Fund \$ 176.76

IV. Director's Report

Information

Mendoza shared that YVL recently learned that it is being gifted \$20,000 from the Andrew Carnegie Foundation to commemorate the Carnegie Libraries' 250th anniversary. The sum will be added to the grants/donations category in the final budget sheet. She then asked if there were any questions or comments on the Director's Report. Trustee Liebrecht gave kudos to the Programming Team for their hard work during Library Card Sign-Up Month.

V. New Business

Mendoza reiterated the overview of the collective bargaining agreements from the budget study session. She said the biggest difference between the supervisory and non-supervisory units is the information and responsibility allocated to each group, as well as their respective pay plans. She added that the next step is to make a motion to approve the two CBAs as presented, so that she and President Liebrecht can sign the official CBA documents, which will remain active until the end of 2027; a new agreement will be negotiated for 2028. She said the Board also needs to approve Resolution #25-010 in the Matter of Yakima Valley Libraries' Personnel Policies and Procedures Manual, which aligns with the CBAs, and was discussed during the budget study session.

a. Non-Supervisory Collective Bargaining Agreement

Information/Motion

MOTION: Trustee Panagakos moved to approve the Non-Supervisory Collective Bargaining Agreement. Trustee Watkins seconded. The motion passed unanimously.

b. Supervisory Collective Bargaining Agreement

Information/Motion

MOTION: Trustee Panagakos moved to approve the Supervisory Collective Bargaining Agreement. Trustee Sanchez seconded. The motion passed unanimously.

c. Non-Union 2025 Salary Schedule & 1 Time Payment

Information/Motion

Mendoza reiterated the one-time payment to the Trustees, as previously discussed in the budget study session, but noted that the only change made was to include the positions of Human Resources Manager and Accounting Manager.

MOTION: Trustee Panagakos moved to approve the Non-Union 2025 Salary Schedule & 1 Time Payment. Trustee Watkins seconded. The motion passed unanimously.

d. Resolution #25-010: Personnel Policies & Procedures Manual

Information/Motion

MOTION: Trustee Panagakos moved to approve Resolution #25-010: In the Matter of Yakima Valley Libraries' Personnel Policies and Procedures Manual. Trustee seconded. The motion passed unanimously.

VI. Old Business

e. Contract Process: Contract Cities

Discussion/Motion

Mendoza reiterated phase one and the main objectives for the contract cities. She then provided updates on each location.

Mabton: The City of Mabton proposed a one-year contract starting on January 1, 2026, under which YVL would keep the library open for FY 2026, and the City would pay an annual fee of \$68,120.46. At the previous board meeting on September 22, the YVL Board agreed to terminate the Libraries' contract and create a new one-year contract effective January 1, 2026. That contract included staying open for FY 2026 (January to December), Mabton would pay an annual fee of \$68,120.46, the cost sharing of utilities, maintenance, and janitorial would continue, and the City and YVL would make a final decision about the level of library access for 2027 by September 4th, 2026. The City recently approved the terms and provided YVL with the signed contract. Trustee Panagakos asked if they had considered annexation, and Mendoza said it could depend on the outcome of the next mayoral election.

Tieton: YVL sent the City of Tieton the notice to end the current contract at the end of this year, which states the library will remain open until December 31, 2025. YVL also sent a new contract with option one language and terms, which states the following: The City of Tieton would increase its fee to the yearly annexation amount. Tieton residents will keep their library accounts active, continue to have access to YVL's 24/7 digital collections and resources, as well as collections, services, and programs at any of the other YVL locations. The City would also receive a regular bookmobile stop. These terms will align with most of the annexed

unincorporated Yakima County residents. Mendoza said the Mayor did let her know that they decided not to take action at their October City Council Meeting.

Town of Naches: YVL sent the Town of Naches the notice to end the current contract at the end of this year. YVL also sent a new one-year contract with the following terms: YVL will keep the library open for FY 2026 (January to December) to provide the town more time to work with their community, the town of Naches will pay 100% of the annexation amount, maintenance, janitorial, and cost sharing for utilities will remain the same, the Town of Naches and YVL will make a final decision about the level of library access for 2027 by September 4th, 2026. Mendoza said the Town of Naches held its Council meeting on October 13th, where they reviewed the contract and decided not to take any action. The Town Administrator informed Mendoza that the topic would be on the agenda for their meeting on November 10th.

City of Granger: The City of Granger has informally agreed to pay 100% of the yearly annexation amount and has agreed to cost share in utilities, but they have requested that YVL continue to provide janitorial services for the building. They are also requesting that YVL consider adding more open hours, and they will remain leads on maintenance and remodel items. Mendoza shared that the notice to end YVL's current contract at the end of this year was sent to transition to the new contract agreement that will begin on January 1, 2026. YVL updated the new contract to include continuing to provide janitorial support for the new contract term, from January 1, 2026, to December 31, 2028, as well as establishing a timeframe for critical infrastructure repairs. Mendoza said the City of Granger has not approved it yet, but they have a meeting on October 28th to discuss.

Next Steps and Staff Recommendations:

Mabton: Sign the contract that was approved by their Council and plan to have the Mabton Library open for 2026.

Tieton: Leave the one-year contract option available until November 14th.

Granger: Leave the new contract and its terms available until November 14th.

Naches: Leave the one-year contract option available until November 14th.

A New Proposal:

Mendoza shared a potential option to offer the three remaining contract cities/town. She asked the Board to consider a phased-in approach over three years to get to annexation amounts. The structure would be as follows: Pay 75% in 2026, 85% in 2027, and 100% in 2028. In addition, YVL would remove remodels or new location from the Town of Naches. Trustee Panagakos emphasized making the November 14th deadline clear.

Trustee Liebrecht said he would like to see this resolved and agreed that the Board should adopt the phased-in approach with the November 14th deadline. It was also agreed that the phased approach would be offered to Granger, Tieton, and Naches.

MOTION: Trustee Watkins moved to amend the contracts to include the phased approach for the City of Granger, the City of Tieton, and the Town of Naches to pay 75% of the annexation amount in 2026, 85% of the annexation amount in 2027, and 100% of the annexation amount in 2028. Additionally, the decision deadline is November 14. Trustee Sanchez seconded. The motion passed unanimously.

VII. Adjournment

MOTION: Trustee Panagakos moved to adjourn the meeting. Trustee Watkins seconded. Motion passed unanimously. President Liebrecht adjourned the meeting at 5:26 p.m.

Next Meeting will be

Budget Public Hearing

Wednesday, November 19, 2025, at 3:30 p.m.

Yakima Central Library Boardroom

Regular Meeting to Immediately Follow at 4:30 p.m.

Respectfully submitted,


Mary MacKintosh
Secretary