

Yakima Valley Libraries

Board of Trustees

Regular Meeting

Wednesday, November 19, 2025– 4:30 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, Trustee Noemi Yaneli Sanchez

Staff Present: 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 Manager- Lucía Nesta-Espinoza, Collection Development & Circulation Manager- LeNee Gatton

Absent: Executive Director- Candelaria Mendoza

Visitors: Community members in person 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 were recognized.
- c. Approval of the agenda:
It was agreed to remove the unaudited financials from the consent agenda, section e., as those were not provided in the month of November, and to add Resolution #25-014 to new business: In the Matter of Allowing the Residents of the City of Tieton To Pay for a non-resident library card in 2026.

MOTION: Trustee MacKintosh moved to approve the agenda, with the following amendments: removing the unaudited financials from the consent agenda and adding Resolution #25-014 to the new business section. Trustee Watkins seconded the motion. The motion passed unanimously.

II. Public Comment

No Comment

..ll. **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

MOTION: Trustee Watkins moved to adopt the Consent Agenda to include the October 27, 2025, regular minutes and budget study session minutes, October financial statements, October General Fund to include Payroll and Benefits warrants, and October Accounts Payable warrants. Trustee Yaneli Sanchez seconded the motion. The motion passed unanimously.



Summary of Warrants Disbursed

October 2025 Warrants for Trustee Approval

General Fund

Payroll Warrants

322222	to	322224	\$	79,231.00
Direct Deposit ACH Transfer to Key Bank			\$	123,164.82
Direct Deposit ACH Transfer to Key Bank			\$	121,292.04
ACH Payments to Dept of Retirement 10/10/2025			\$	20,252.34
ACH Payments to DSHS 10/10/2025			\$	-
ACH Payments to AWRehn FSA 10/10/2025			\$	629.67
ACH Payments to IRS (PR Taxes) 10/10/2025			\$	37,869.86
ACH Payments to Dept of Retirement 10/25/2025			\$	20,053.75
ACH Payments to DSHS 10/25/2025			\$	-
ACH Payments to IRS (PR Taxes) 10/25/2025			\$	36,796.92
ACH Payments to AWRehn FSA 10/25/2025			\$	629.67
Total Payroll and Benefits			\$	439,920.07

Accounts Payable Warrants

87802	to	87854	\$	112,560.25
87855	to	87891	\$	67,399.32

Total AP Warrants \$ 179,959.57

Total Warrants Disbursed General Fund \$ 619,879.64

Voided Warrants - Payroll

322219	to	322221	Warrants voided due to printer error	\$	79,231.00
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Total Voided Warrants \$ 79,231.00

IV. Director's Report

Information

Executive Director Mendoza was not in attendance, and the Board did not have any questions about her report. Before moving on, Trustee Liebrecht asked for some more information regarding the security camera installations in 2026. Vickers communicated that a timeline hasn't been established, but YVL would go through the RFQ process.

V. Old Business

a. Contract Process: Contract Cities

Discussion/Motion

Garcia-Ortiz reiterated phase one of the contract city negotiations and provided updates on Mabton, Granger, Tieton, and Naches.

Mabton: The City approved a one-year interlocal agreement, effective January 1, 2026.

Granger: The City has approved an interlocal agreement for a three-year phased-in approach to the annexation amount, effective January 1, 2026.

Tieton: YVL sent a new agreement with a three-year phased-in approach to annexation amount to the City of Tieton. The approval would allow Tieton residents to keep their library accounts active, continue to have access to YVL's 24/7 digital collection and resources, as well as collection, 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 annexed unincorporated Yakima County residents. The City informed YVL that they have decided not to continue services under a contract and will instead work with their residents to reimburse them for the cost of a YVL non-resident library card.

Naches: YVL sent the new agreement with a three-year phased-in approach to the annexation amount. The Town of Naches did approve through a resolution with an amendment.

- Original:
 - C. Days and Hours of Service: Days and hours of service will be solely determined by, and at the discretion of, the Yakima Valley Libraries.
- Amended Version:
 - C. Days and Hours of Service: During the term of this Agreement, the days and hours of service shall be – at a minimum – consistent with the schedule of day, hours, and events existing upon the execution of this Agreement and routinely observed throughout the year, as it is the Town's express desire to continue to provide the same level of library services and programs for the benefit of the residents of the Town and residents of the District.

It was communicated that the staff recommendation for the Town of Naches was to approve the agreement with the amendment language.

MOTION: Trustee Liebrecht moved to approve the amendment language presented by the Town of Naches. Trustee Panagakos seconded. The motion passed unanimously.

VI. New Business

a. Resolution #25-011: In the Matter of Approving the 2026 YVL Budget

Information/Motion

MOTION: Trustee Watkins moved to approve Resolution #25-011: In the Matter of Approving the 2026 YVL Budget. Trustee Yaneli Sanchez seconded. The motion passed unanimously.

b. Resolution #25-012: In the Matter of the 2026 Property Tax Levy for the Yakima Rural County Library District, Above the "limit factor," up to 101 Percent

Information/Motion

MOTION: Trustee Panagakos moved to approve Resolution #25-012: In the Matter of the 2026 Property Tax Levy for the Yakima Rural County Library District, Above the "limit factor," up to 101 Percent. Trustee Yaneli Sanchez seconded. The motion passed unanimously.

MOTION: Trustee MacKintosh moved to approve Resolution #25-013: In the Matter of Levying the 2026 Ad Valor Property Taxes. Trustee Watkins seconded. The motion passed unanimously.

d. Resolution #25-014: In the Matter of Allowing the Residents of the City of Tieton to Pay for a Non-Resident Library Card in 2026.

Information/Motion

Trustee Watkins inquired about the plan after 2026, and Garcia-Ortiz provided some additional context. He communicated that the Library would close at the end of December 2025, and the staff recommendation will be to allow staff more time to review the context and philosophy of the Non-Resident Library Customer's Policy, and to consider approving a resolution to allow the residents of Tieton an exception to the policy restriction for 2026. He then explained YVL's policy, which states, *An eligible non-resident is a person residing in a city or town within Yakima County that funds and operates a municipal library or a person residing outside Yakima County; however, a resident of a city or town that voted not to annex to or contract with the District is not eligible.* Trustee Panagakos asked for additional clarification. Nesta-Espinoza said YVL would review its policy in 2026 and assess any necessary changes. Trustee Watkins said he understood the reason for the exception and wanted to know the plan. He asked the team to assess the policy, not to remove the section, but to reach a point where the City of Tieton can pay for library services. Trustee Liebrecht said the goal was not to reduce services if at all possible, but he understood the exception. He requested that an update be provided to the Board by March 2026. Trustee Panagakos commented that this would be a good topic for the Board retreat.

MOTION: Trustee Panagakos moved to approve Resolution #25-014: In the Matter of Allowing the Residents of the City of Tieton To Pay for a non-resident library card in 2026. Trustee Watkins seconded. The motion passed unanimously.

VII. Adjournment

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

President Liebrecht adjourned the meeting at 4:49 p.m.

Next Meeting will be

Regular Meeting

Wednesday, December 17, 2025, at 3:30 p.m.

Yakima Central Library Boardroom

Respectfully submitted,



Mary MacKintosh
Secretary