Yakima Valley Libraries
Board of Trustees
Regular Meeting
Monday, January 26, 2026– 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, Trustee Noemi Yaneli Sanchez

Staff Present: Executive Director-Candelaria Mendoza**,** Library Services Director-Francisco Garcia-Ortiz, Community Engagement & Impact Manager- Sully Gama, Regional Library Manager, Regional Library Manager Region 2- Heather Campbell, Facilities Manager-Susan Miller, IT Manager-Melissa Vickers, Collection Development & Circulation Manager- LeNee Gatton, Technical Services & NWRR Manager - Sherrie Prentice, Public Services Manager- Rondi Downs

Absent: Executive Assistant – Michael Huff

Visitors:

Call to Order

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

a. Determination of quorum
Trustee Liebrecht determined a quorum of the Trustees was present.

b. Recognition of visitors

c. Approval of the agenda

MOTION: Trustee Mackintosh moved to approve the agenda with the modification of adding an e. February 23rd Board Meeting Venue Change to New Business. Trustee Watkins seconded the motion. Motion passed unanimously.

II. **Public Comment**

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 (November 2025)
f. Unaudited Financials: Community Libraries and Department (December 2025)

MOTION: Trustee Watkins moved to adopt the Consent Agenda to include the December 17, 2025 regular minutes with administrative changes, December financial statements, December General Fund to include Payroll and Benefits warrants, December Accounts Payable warrants, November Unaudited Financials, and December Unaudited Financials. Trustee Mackintosh seconded the motion. Motion passed unanimously.

YAKIMA VALLEY LIBRARIES
CONNECTING PEOPLE AND IDEAS

Summary of Warrants Disbursed

December 2025 Warrants for Trustee Approval

General Fund

Payroll Warrants				
322228			$	1,522.42
322229	to	3222235	$	120,361.93
Direct Deposit ACH Transfer to Key Bank			$	122,690.67
Direct Deposit ACH Transfer to Key Bank			$	131,266.79
ACH Payments to Dept of Retirement 12/10/2025			$	20,449.03
ACH Payments to DSHS 12/10/2025			$	-
ACH Payments to AW Rehn FSA 12/10/2025			$	629.67
ACH Payments to IRS (PR Taxes) 12/10/2025			$	37,839.27
ACH Payments to Dept of Retirement 12/24/2025			$	21,210.53
ACH Payments to DSHS 12/24/2025			$	-
ACH Payments to IRS (PR Taxes) 12/24/2025			$	41,230.06
ACH Payments to AW Rehn FSA 12/24/2025			$	629.67
		Total Payroll and Benefits	**$**	**497,830.04**
Accounts Payable Warrants				
87932	to	87966	$	161,244.91
87967	to	88012	$	93,459.27
88013	to	88052	$	140,726.99
		Total AP Warrants	$	395,431.17
		Total Warrants Disbursed General Fund	**$**	**893,261.21**
Voided Warrants - A/P				
87968		Warrant voided due to vendor cancellation	$	454.86
		Total Voided Warrants	**$**	**454.86**

IV. Director's Report

Information

Mendoza let the Trustees know that staff would be briefing the Board on strategic goals results from 2025 and recommendations for 2026 goals next month.

Mendoza also provided an update on the legislative sessions in Washington State. She said they have recently started, but still waiting to see what Bills will move forward since budget is again a huge priority. All bills that were introduced last year are still active this year as well.

Mendoza informed the Trustees that several policies will be archived as they were absorbed in the new Personnel Policies and Procedures Manual that was approved at the October board meeting. The policies include Holidays of Faith and Conscience, Personal Appearance; and Retirees Returning to Work.

Zillah will be closed on Thursday, January 29th due to a planned power outage for that block.

V. New Business

a. Election of Officers

Discussion/Motion

Trustee Liebrecht began by asking for nominations, starting with the Secretary position.

MOTION: Trustee Watkins moved to nominate Trustee Panagakos as Secretary. Trustee Panagakos accepted, and the Board agreed. Motion passed unanimously

MOTION: Trustee Liebrecht moved to nominate the election of Trustee Watkins as Vice-President. Trustee Watkins accepted, and the board agreed. Motion passed unanimously

MOTION: Trustee MacKintosh moved to nominate the election of Trustee Liebrecht as President. Trustee Liebrecht accepted, and the board agreed. Motion passed unanimously

Elected 2026 Board Officers are as follows:
President: Trustee Bradley Liebrecht
Vice-President: Trustee Jameson Watkins
Secretary: Trustee Judith Panagakos

b. Resolution #26-001: In the Matter of the YVL Authorization From for 2026 Financial Transaction Signatories

Discussion/Motion

Nesta-Espinoza said this resolution, as well as the others are requirements from the Yakima County Treasurer's office.

MOTION: Trustee Panagakos moved to approve resolution #26-001: In the Matter of the YVL Authorization Form for 2026 Financial Transaction Signatories. Trustee Sanchez seconded. Motion passed unanimously.

c. Resolution #26-002: A Resolution Authorizing the Investment of Yakima Valley Libraries Monies in a Local Government Investment Pool for 2026

Discussion/Motion

MOTION: Trustee Panagakos moved to approve resolution #26-002: A Resolution Authorizing the Investment of Yakima Valley Libraries Monies in a Local Government Investment Pool for 2026. Trustee Watkins seconded. Motion passed unanimously.

d. **<u>Resolution #26-003:</u>** Discussion/Motion
<u>A Resolution Authorizing the Appointment of Investment Officers for Yakima Valley Libraries</u>

MOTION: Trustee MacKintosh moved to approve resolution #26-003: A Resolution Authorizing the Appointment of Investment Officers for the Yakima Valley Libraries. Trustee Panagakos seconded. Motion passed unanimously.

e. February 23rd Board Meeting Venue Change Discussion/Motion
Mendoza provided Trustees with an update on the Board retreat for February 23rd. The location will be at the Pacific Northwest University Delta Dental Equity Hall if the Trustees approve. Retreat will begin at 9am board meeting time will remain the same 3:30pm.

MOTION: Trustee Liebrecht moved to approve changing the venue for the February 23rd Board Meeting to the Delta Dental Equity Hall at PNWU. Trustee Panagakos seconded. Motion passed unanimously.

VI. Adjournment

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

President Liebrecht adjourned the meeting at 3:57p.m.

Next Meeting will be
Regular Meeting
Monday, February 23, 2026, at 3:30 p.m.
Delta Dental Equity Hall Event Space (PNWU Campus)
200 University Parkway
Yakima, WA 98901

Respectfully submitted,

Judith L Panagakos

Judith Panagakos
Secretary