Yakima Valley Libraries
Board of Trustees
Regular Meeting
Monday, May 18, 2026– 3:30 p.m.
Yakima Central Library Boardroom

I. **OPENING OF MEETING:**

Board Member Present: Vice-President Jameson Watkins, Secretary Judith Panagakos, Trustee Noemi Yaneli Sanchez, Trustee Victor DeLong

Staff Present: Executive Director-Candelaria Mendoza, Executive Assistant – Michael Huff, Library Services Director-Francisco Garcia-Ortiz, Regional Library Manager Region 1- Jason Stieber, Regional Library Manager Region 2- Heather Campbell, Facilities Manager-Susan Miller, IT Manager-Melissa Vickers, Technical Services & NWRR Manager -Sherrie Prentice, Human Resources Manager – Maria Hernandez, Accounting Manager-Lucia Nesta-Espinoza, Community Engagement & Impact Manager- Sully Gama, Collection Development & Circulation Manager- LeNee Gatton

Absent: President Bradley Liebrecht, Public Services Manager- Rondi Downs

Visitors:

Call to Order

Vice-President Watkins called the meeting to order at 3:31 pm.

a. Determination of quorum
Vice-President Watkins determined a quorum of the Trustees was present.

b. Recognition of visitors
A community member was recognized.

c. Approval of the agenda

MOTION: Trustee DeLong moved to approve the agenda as presented. Trustee Panagakos seconded the motion. Motion passed unanimously.

II. **Public Comment**

N.A.

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 Panagakos moved to adopt the Consent Agenda to include the April 30, 2026, regular minutes, April financial statements, April General Fund to include Payroll and Benefits warrants, April Accounts Payable warrants, and April Unaudited Financials. Trustee DeLong seconded the motion. Motion passed unanimously.

YAKIMA VALLEY LIBRARIES
CONNECTING PEOPLE AND IDEAS

Summary of Warrants Disbursed

April 2026 Warrants for Trustee Approval

General Fund

Payroll Warrants				
322254	to	322255	$	1,817.90
322256	to	322258	$	90,414.85
Direct Deposit ACH Transfer to Key Bank			$	141,737.18
Direct Deposit ACH Transfer to Key Bank			$	132,715.08
ACH Payments to Dept of Retirement 4/10/2026			$	23,211.33
ACH Payments to DSHS 4/10/2026			$	-
ACH Payments to AW Rehn FSA 4/10/2026			$	876.17
ACH Payments to IRS (PR Taxes) 4/10/2026			$	43,127.74
ACH Payments to Dept of Retirement 4/24/2026			$	21,947.28
ACH Payments to DSHS 4/24/2026			$	-
ACH Payments to IRS (PR Taxes) 4/24/2026			$	39,825.98
ACH Payments to AW Rehn FSA 4/24/2026			$	876.17
		Total Payroll and Benefits	**$**	**496,549.68**
Accounts Payable Warrants				
88293	to	88294	$	468.00
88295	to	88340	$	131,105.64
88341		88382	$	198,950.02
		Total AP Warrants	$	330,523.66
		Total Warrants Disbursed General Fund	**$**	**827,073.34**
Voided Warrants - A/P				
88286		Warrant voided - lost	$	4,200.00
88294		Warrant voided - destroyed in error	$	234.00
		Total Voided Warrants	**$**	**4,434.00**

IV. Director's Report

Information

Mendoza mentioned she emailed the Board an article discussing a $15,483 donation made to the Naches Library that was raised by the Friends of the Naches Library Coalition. She said YVL received notice as well that the City is planning to further address its contract with YVL on June 8th. She is in contact with City Administrator as they work on the agenda, and she should know soon if YVL leadership should attend. It was asked how the Friends group raised the money. Mendoza expressed that it wasn't entirely clear. More information is to come.

YVL Rebranding project: Mendoza shared that the project has recently started and the research phase has begun. The branding agency has created a survey to gain feedback from the community about its impressions of YVL, but first it was sent to Library staff and would also be shared with the Board. Concurrently, the rebranding committee is discussing the direction of the logo. It was decided that the Board would provide their feedback once the final few options have been chosen. Regarding the timeline, the project is projected to finish in August, but Mendoza said she would ask when the first designs are to be expected. The Trustees requested a narrative for each of the designs that details their significance.

Lastly, Mendoza shared that YVL's Public Services Manager, Rondi Downs, is retiring at the end of this month and expressed her sincere gratitude for Rondi's years of service. An invitation to her retirement party will be sent to the Trustees.

V. New Business

a. Resolution 26-008: In the Matter of Updating the Emergency Library Closure Policy

Information/Action

IT Manager, Melissa Vickers, presented the changes of the Emergency Library Closure Policy. The policy now includes the following: Mobile Services (Bookmobile and Outreach Services), and an Executive Director designee. The update also served to remove the following: staffing elements, as they are covered in the revised Personnel Policies and Procedures Manual, and other procedural information.

The overall purpose of the policy was brought into question after the staffing elements were removed. Mendoza expressed that the revisions simplified the policy, provides a foundation to create the procedures, and creates consistency across the organization.

MOTION: Trustee Panagakos moved to approve Resolution 26-008: In the Matter of Updating the Emergency Library Closure Policy. Trustee DeLong Seconded. Motion passed unanimously

b. 2025 Annual Report

Discussion/Motion

Accounting Manager, Lucia Nesta-Espinoza, presented the 2025 annual report for the fiscal year ending on December 31, 2025. It included the unaudited fund balance, schedule 01, the unaudited schedule 01 footing, fund resources and uses arising from cash transactions, the schedule of liabilities (schedule 9), the schedule of expenditures of state financial assistance (schedule 15), and the notes to the financial statements. There were no questions or requested revisions.

For more information, the slides to this presentation are located in the May Board Packet Binder and can be found at the Central Library Boardroom.

MOTION: Trustee Yaneli Sanchez moved to approve the 2025 annual report. Trustee DeLong Seconded. Motion passed unanimously

c. **Collection Development Presentation** Information

Collection Development & Circulation Manager, LeNee Gatton, presented on the status and future of her department. Beginning with the structure of her team and department, she also provided a budget overview, including the composition of the collection and the 2026 breakdown. Gatton also detailed her team's strategic goals that reflect YVL's strategic plan, and she presented graphs that compared circulation statistics from 2021 to YTD. Lastly, she gave a snapshot of the department's strategy moving forward that includes training, changing practices, and additional research.

In summary, Gatton stated that more work lies ahead for Collection Development, but it is critical, and her team will remain optimistic and open to change. For example, the implementation of a Patron Acquisitions Model will continue to help YVL reach the right collection size. Mendoza said the plan is to continue providing Collection Development updates to the Board.

For more information, the slides to this presentation can be found at the Central Library Boardroom in the May Board Packet Binder.

VI. Adjournment

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

Vice-President Watkins adjourned the meeting at 4:56 p.m.

Next Meeting Will Be
Regular Meeting
Monday, June 22, 2026, at 3:30 p.m.
Yakima Central Library Boardroom

Respectfully submitted,
Signed by:
Judith Lannin Panagakos
7EB445B312784B3...
Judith Panagakos
Secretary