Yakima Valley Libraries
Board of Trustees
Regular Meeting
Monday, June 22, 2026– 3:30 p.m.
Yakima Central Library Boardroom

I. OPENING OF MEETING:
Board Member Present: President Bradley Liebrecht, 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, 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: Regional Library Manager Region 2- Heather Campbell

Visitors: Two community members

Call to Order

President Liebrecht called the meeting to order at 3:30 p.m.

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

b. Recognition of visitors
Community members were recognized.

c. Approval of the agenda

MOTION: Trustee Watkins moved to approve the agenda as presented. Trustee Yaneli Sanchez seconded the motion. Motion passed unanimously.

II. Public Comment
No comments were made.

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 May 18, 2026, regular minutes, May financial statements, May General Fund to include Payroll and Benefits warrants, May Accounts Payable warrants, and May Unaudited Financials. Trustee Yaneli Sanchez seconded the motion. Motion passed unanimously.

YAKIMA VALLEY LIBRARIES
CONNECTING PEOPLE AND IDEAS

Summary of Warrants Disbursed

May 2026 Warrants for Trustee Approval

General Fund

Payroll Warrants				
322259	to	322260	$	1,732.93
322261	to	322263	$	88,814.78
Direct Deposit ACH Transfer to Key Bank			$	134,254.27
Direct Deposit ACH Transfer to Key Bank			$	135,419.83
ACH Payments to Dept of Retirement 5/8/2026			$	22,065.31
ACH Payments to DSHS 5/8/2026			$	-
ACH Payments to AW Rehn FSA 5/8/2026			$	876.17
ACH Payments to IRS (PR Taxes) 5/8/2026			$	40,449.25
ACH Payments to Dept of Retirement 5/22/2026			$	22,128.99
ACH Payments to DSHS 5/22/2026			$	-
ACH Payments to IRS (PR Taxes) 5/22/2026			$	40,304.43
ACH Payments to AW Rehn FSA 5/22/2026			$	876.17
		Total Payroll and Benefits	$	**486,922.13**
Accounts Payable Warrants				
88383	to	88424	$	110,817.89
88425			$	8,393.29
88426	to	88449	$	49,225.32
		Total AP Warrants	$	168,436.50
		Total Warrants Disbursed General Fund	$	**655,358.63**

IV. Director's Report Information

Executive Director, Mendoza, gave updates on changes to YVL's organizational chart, partnership with the Yakima School District, the rebrand, and ALA.

Organizational Chart: Public Library Services Director, Garcia-Ortiz, will transition to oversee operations as the Director of Services and Resources, Technical Services & NWRR Manager, Prentice, will now supervise Mobile Services and the NWRR will report to Central's CLS V, recruitment will begin for a Director of Public Services and Communications who will oversee the community libraries, programming, and communications. HR and Accounting will continue to report to Executive Director Mendoza.

Partnership: The Yakima School Districts received a grant. Community Engagement & Impact Manager, Gama, and her team are working with them to share about the library and will see how this type of partnership works for YVL.

Rebrand: The vendor is now in the logo design phase of the project and have asked for feedback. The Board will be brought into that process after additional progress has been made and the top designs are selected.

ALA: Mendoza will be at ALA this week and returning on Sunday.

V. Old Business

a. **Services and Facilities Assessment** Information/Action

Mendoza shared from a PowerPoint that covered phase one of the contract cities and owned buildings, non-owned buildings, a summary of phases one and two, and potential next steps.

An update for Naches: The Town Council decided not to vote on the contract at a recent meeting, so it will stay in place for 2027.

Mabton: Mendoza met with them this year and will be meeting again to plan for 2027 and beyond.

Granger: Mendoza met with them in May and is looking to collect more information on the scope of the projects to see if YVL can align with their timeline.

Yakima Central: The new elevator installation will require relocating some of the downstairs staff upstairs, and the library may need to close when the new sump pump is installed because of the smell.

Next Steps: Mendoza provided two options to the Board, and they agreed to move forward with hiring a third party to do an assessment of Yakima Central and to schedule a Fall board retreat to review the key indicators, the current building footprint, and review YVL's non-owned buildings.

Additional information can be found in the presentation slides located in the June Board Packet Binder in the Central Library Boardroom.

VI. New Business

a. **Resolution 26-009: Budget Amendment** Information/Action

Accounting Manager, Nesta-Espinoza, presented the 2026 budget amendment. It included the 2025 carry forward amounts, what was added to the 2026 budget and adjustments made, 2026 capital expenses, and an overview and description of the office pods. A question was asked about the cost of the rebranding project, and the Board was assured that the logo would not change any time soon. Mendoza then iterated how the rebrand will contribute to the strategic plan, and Gama explained the total value of everything the company is producing for YVL goes far beyond just the logo to include templates, ADA compliance, signage and guides.

Additional information can be found in the presentation slides located in the June Board Packet Binder in the Central Library Boardroom.

MOTION: Trustee Watkins moved to approve Resolution 26-009: In the Matter of Amending the 2026 YVL Budget.

Trustee DeLong Seconded. Motion passed unanimously

b. **Customer Service Survey Results** Information

Garcia-Ortiz presented the survey project for 2026. It is an annual survey and there was a total of 247 responses. He introduced the committee and shared the 2026 survey question goals and a graph of the responses by location. He then presented the key performance measures, as well as the lessons learned. He communicated that the survey would be updated and a prize would be offered to encourage a higher response rate of at least 450 completed surveys. The next one will launch in November, and the results will be presented to the Board in January.

Additional information can be found in the presentation slides located in the June Board Packet Binder in the Central Library Boardroom.

c. **Programming Survey Results** Information

Gama presented on the programming survey results. It is a quarterly survey and there was a total of 62 responses between general programming, adult programming, and teen/caregiver, and there was an open-ended response rate of 74% of the adult surveys. She shared the big picture, responses by location, the outcome data of the categories: safety, enrichment, trust, reading and library use, and adult learning and skills. She also shared the program types that were represented, what patrons want more of, examples of open-ended responses, and lastly, an overview of how to read the data and the plan for the future. It includes continuing to report quarterly, increasing the amount of responses, using the data for planning, and to target any gaps.

Additional information can be found in the presentation slides located in the June Board Packet Binder in the Central Library Boardroom.

d. **Technical Services Presentation** Information

Prentice gave two presentations: one about the Technical Services department (TS) and the other on the Northwest Reading Room (NWRR).

TS: She communicated what the department does from processing to cataloging, preservation to conservation, and record adaptation. She gave an overview of who is in the department and communicated the processing and cataloguing workflows. She also addressed some of the challenges from this year and the solutions to overcome them, as well as the opportunities that are ahead. Next, she explained the benefits and drawbacks of shelf-ready materials, and then shared the monthly cataloguing statistics from January to May of 2024 to 2026, followed by a brief overview of the benefits of smarter catalogs and linked data discover layers.
NWRR: she communicated what the NWRR does and what its mission is. She also shared the types of outreach and partnerships it participates in, as well as the projects the team is working on.

Additional information can be found in the presentation slides located in the June Board Packet Binder in the Central Library Boardroom.

VII. Adjournment

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

President Liebrecht adjourned the meeting at 5:17 p.m.

Next Meeting Will Be
Regular Meeting
Monday, July 27, 2026, at 3:30 p.m.
Yakima Central Library Boardroom

Respectfully submitted,

Signed by:
Judy Lannin Panagakos
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Judith Panagakos
Secretary