

Yakima Valley Libraries
Board of Trustees
Regular Meeting
Monday, August 24, 2026– 3:30 p.m.
Yakima Central Library Boardroom

I. OPENING OF MEETING:

Board Member Present: President-Bradley Liebrecht, 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 2- Heather Campbell, Collection Development & Circulation Manager- LeNee Gatton, 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, Facilities Manager-Susan Miller

Absent: Vice-President Jameson Watkins, and Regional Library Manager Region 1, Jason Stieber

Visitors: One community member was present.

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: The visitor was recognized.

II. Approval of the agenda

President Liebrecht adopted the agenda as presented.

III. Public Comment

No comment.

IV. 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 DeLong moved to adopt the Consent Agenda to include the July 27, 2026, regular minutes, July financial statements, July General Fund to include Payroll and Benefits warrants, July Accounts Payable warrants, and July Unaudited Financials. Trustee Yaneli Sanchez seconded the motion. Motion passed unanimously.



Summary of Warrants Disbursed

July 2026 Warrants for Trustee Approval

General Fund

Payroll Warrants

322272		\$	1,782.16
322273	to 322275	\$	89,302.22
Direct Deposit ACH Transfer to Key Bank		\$	136,678.54
Direct Deposit ACH Transfer to Key Bank		\$	138,020.97
ACH Payments to Dept of Retirement 7/10/2026		\$	21,700.23
ACH Payments to DSHS 7/10/2026		\$	-
ACH Payments to AW Rehn FSA 7/10/2026		\$	876.17
ACH Payments to IRS (PR Taxes) 7/10/2026		\$	40,792.03
ACH Payments to Dept of Retirement 7/24/2026		\$	21,845.90
ACH Payments to DSHS 7/24/2026		\$	-
ACH Payments to IRS (PR Taxes) 7/24/2026		\$	40,737.97
ACH Payments to AW Rehn FSA 7/24/2026		\$	921.62
<i>Total Payroll and Benefits</i>		\$	<u>492,657.81</u>

Accounts Payable Warrants

88517	to 88533	\$	15,079.36
88534	to 88589	\$	127,508.61
88590	to 88620	\$	104,562.87

<i>Total AP Warrants</i>	\$	<u>247,150.84</u>
<i>Total Warrants Disbursed General Fund</i>	\$	<u>739,808.65</u>

V. Director's Report Information
Executive Director, Mendoza, shared that the new YVL logo will be presented to the Board at the September 28th meeting. Next, updates were provided regarding the Granger facilities project and the contract with the City of Mabton. The YVL project team is meeting with the Mayor of Granger in the coming weeks to discuss timelines and project delegation. In Mabton, the city was late in launching the community feedback survey, and Mendoza is meeting with them this week to discuss library services in 2027 and beyond.

VI. Old Business

- a. **Services and Facilities Assessment** Information/Action
Mendoza presented the Library Capital Improvement Plan (LCIP) calendar for potential closure dates for the Board's review and approval. She said staff would work in another capacity at a different location or have the option to use vacation time. The final project is the new elevator installation, scheduled for late November and estimated to be completed in February 2027. She stated that project updates for both Granger and Central will continue.

Central Library Closure Dates in 2026

September 14th: Public Only
September 30th: Public and Staff
October 1st: Public and Staff
October 2nd: Public and Staff
October 5th: Public Only
October 6th: Public Only
November 2nd: Public Only

MOTION: Trustee Delong moved to approve the proposed closure dates as listed above. Trustee Panagakos seconded. Motion passed unanimously.

- b. **Collection Development Update** Information
Collection Development & Circulation Manager LeNee Gatton gave a follow-up presentation to the one on May 18th. She provided a budget recap and an overview of both the digital and physical collections. The first half of the presentation was on the digital collection. It included a 2026 budget breakdown, an audience breakdown, an overview of OverDrive and the cost of maintaining a digital collection, as well as comparisons between YVL and similar library systems.

President Liebrecht inquired about the cost of physical and digital materials. Agreeing that the cost of digital is higher than that of physical, Mendoza stated that one of the goals of the captured information is to help YVL determine its focus for the collection budget.

The second half of the presentation was on the physical collection. It covered the statistics of circulation and turnover rates, dead-on-arrival percentages, the average wait time across libraries, a collection development project overview, and a peer performance comparison of the turnover rate (collection mobility), percentage of dead items, and opportunities for improvement (data for one year from February 2025 to February 2026).

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

VII. New Business

- a. **2027 Budget Calendar** Information/Action

Accounting Manager, Lucia Nesta-Espinoza, presented the 2027 budget Calendar to the Board. The calendar is from September to October, with all budget-related documents sent to the County Commissioners' Office by November 20th.

MOTION: Trustee Panagakos moved to approve the 2027 Budget Calendar. Trustee DeLong seconded. Motion passed unanimously.

b. Workshop the Non-Resident Policy

Information/Action

Mendoza reiterated that the Non-Resident Policy came up for review as a component of YVL's outcome with the City of Tieton. Since the City and YVL no longer have an agreement, issuing non-resident library cards is no longer consistent with current policy. As a result, the Board approved a one-year exception allowing Tieton residents to obtain one.

Mendoza commented that she agrees with the current policy that restricts eligibility to residents "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." She expressed that it protects the ability to provide library services. She added that the current exception was approved by a motion in 2025 and is active until the end of 2026; it will continue to be on the agenda until YVL can provide an update to the City.

President Liebrecht communicated that he needs to see more data on how many of YVL's users are non-residents and usage statistics, if possible, before updates can be made to the policy. He asked the leadership team to present two or three options for the board to consider at the September 28th meeting.

c. Programming and Marketing Presentation

Information

Community Engagement & Impact Manager, Sully Gama, presented on the Programming and Marketing department. It provided a list of planned programming for the year; an overview of the shift of the department from planning individual activities to building coordinated initiatives that Programming, Marketing, branches, and community partners can support together; a look at the increase percentage of attendance and summer reading; an introduction to the upcoming Imagination Stations, the 1,000 Books Before Kindergarten initiative; social media posts and statistics; the implementation of Spanish translations for posts and flyers; and an overview of different partnerships and funding.

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

VIII. Adjournment

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

Vice-President Watkins adjourned the meeting at 5:00 p.m.

Next Meeting Will Be

Regular Meeting

Monday, September 28, 2026, at 3:30 p.m.
Yakima Central Library Boardroom

Respectfully submitted,

Judith Panagakos
Secretary

Judy Lannin Panagakos

9/30/2026