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Yakima Valley Libraries
Board of Trustees
Regular Meeting
Monday, October 26, 2026– 4:00 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, 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:

Visitors: One community member

Call to Order

a. President Liebrecht called the meeting to order at 4:00 p.m.

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

c. Recognition of visitors: The visitor was recognized.

d. Approval of the Agenda
President Liebrecht requested that an item be included on the agenda to discuss purchasing procedures. Mendoza then requested adding a couple more: the possibility of modifying hours at the Sunnyside Library and the consideration of purchasing mobile shelving for the Central Library. President Liebrecht agreed to the additions, and the revised agenda was approved.

II. Public Comment
No 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

MOTION: Trustee Watkins moved to adopt the Consent Agenda to include the September 28, 2026, budget study session and regular minutes, September financial statements, September General Fund to include Payroll and Benefits warrants, September Accounts Payable warrants, and September Unaudited Financials. Trustee DeLong seconded the motion. Motion passed unanimously.

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Summary of Warrants Disbursed

September 2026 Warrants for Trustee Approval

General Fund

Payroll Warrants				
322280			$	1,781.92
322281	to	322287	$	120,169.04
Direct Deposit ACH Transfer to Key Bank			$	135,393.50
Direct Deposit ACH Transfer to Key Bank			$	134,857.65
ACH Payments to Dept of Retirement 9/10/2026			$	21,846.40
ACH Payments to DSHS 9/10/2026			$	-
ACH Payments to AW Rehn FSA 9/10/2026			$	931.73
ACH Payments to IRS (PR Taxes) 9/10/2026			$	40,384.24
ACH Payments to Dept of Retirement 9/25/2026			$	21,771.51
ACH Payments to DSHS 9/25/2026			$	-
ACH Payments to IRS (PR Taxes) 9/25/2026			$	39,608.88
ACH Payments to AW Rehn FSA 9/25/2026			$	869.23
		Total Payroll and Benefits	$	**517,614.10**
Accounts Payable Warrants				
88695	to	88739	$	131,911.57
88740	to	88782	$	85,670.17
		Total AP Warrants	$	217,581.74
		Total Warrants Disbursed General Fund	$	**735,195.84**

Voided Warrants - A/P

Total Voided Warrants	$	-

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IV. Director's Report Information

Mendoza shared that the new logo was soft-launched to staff and will be officially launched to the public in January. A reminder was also provided that the customer service survey goes out on November 1st. When asking for additional feedback on the Director's Report, an inquiry was raised regarding the increase in patron incidents. While not certain, a potential reason was due to the correlation with hotter weather.

V. Old Business

a. Resolution 26-013: Extending the City of Tieton's Non-Resident Card Eligibility Information/Action

Mendoza presented the resolution, which extends the exception for Tieton for another year. The extension allows more time for the Board to consider the non-resident policy, as the contracts with the Granger and Naches end in 2028. Further discussion led to a request for a report identifying the home library for patrons living in the remaining contracted cities. Acknowledging that the report may not be fully accurate, it will be provided to the Board before the end of the year.

MOTION: Trustee DeLong moved to approve Resolution #26-013: Extending the City of Tieton's Non-Resident Card Eligibility. Trustee Panagakos seconded. Motion passed unanimously.

VI. New Business

a. President Liebrecht's Term Renewal Action

President Liebrecht committed to serving another five-year term.

MOTION: Trustee Panagakos moved to approve President Liebrecht's term renewal. Trustee DeLong seconded. Motion passed unanimously.

b. City of Mabton Update Discussion/Action

Mendoza gave context about how she learned of Mabton's decision to part ways with YVL. She said the Board didn't need to take action because Mabton's contract ends this year, but that a resolution allowing YVL to remove them from fiscal responsibilities will be provided in November or December.

c. Purchasing Procedures

President Liebrecht informed everyone about his conversation with the County Auditor, who said YVL should be informing the Board about purchasing procedures. Mendoza gave a broad overview of the process and responsibilities, and said she and Nesta-Espinoza would share more in-depth information at the beginning of the year as a refresher. Mendoza added that the audit process is ongoing and that YVL would continue to provide documentation upon request. Once the audit is complete, it will be reviewed, and then they will meet with YVL to go over the final report. She asked that one or two Trustees participate in that meeting, but that the information would be shared with all Trustees at a later date.

d. Sunnyside Library Hours

Region Two Library Manager Heather Campbell gave a presentation about the hours at Sunnyside and presented information on the recommendation that they be revised. She then explained the why, the goals, and the implementation process to begin the new schedule on January 2, 2027.

Proposed Schedule:
Monday: 10-6
Tuesday: 10-6
Wednesday: 11-7
Thursday: 11-7
Friday: 10-6
Saturday: 1-6
Sunday: Closed

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

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e. Mobile Shelving at the Central Library

Mendoza explained that the LCIP project at Central was purely infrastructure-based and not visible to the public. She informed the Board of the remaining funds in the LCIP budget. She proposed purchasing thirty-five units of mobile shelving for $85K to create additional programming space and enhance overall functionality. Trustee Watkins asked whether this would align with additional programming goals, and Mendoza said it would, allowing the Programming Team to consider other types of programming. It was asked whether the old shelving could be sold rather than recycled, and it was noted that selling old furniture hasn't historically been effective for YVL.

Since the funds are already budgeted for, the Board agreed to purchase the mobile shelving. Trustee Watkins reiterated his hope to adjust programming goals based on the greater functionality. Mendoza said the team will take the functionality into account and bring back goal metrics for the board to review at the December meeting.

MOTION: Trustee Yaneli Sanchez moved to approve the purchase of mobile shelving for the Central Library. Trustee Watkins seconded. Motion passed unanimously.

VII. Adjournment

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

President Liebrecht adjourned the meeting at 4:44 p.m.

Next Meeting will be
Budget Hearing
Wednesday, November 18, 2026, at 3:30 p.m.
Yakima Central Library Boardroom
Regular Meeting to Immediately Follow at 4:00 p.m.

Respectfully submitted,

Signed by:
Judy Lannin Panagakos
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Judith Panagakos
Secretary