



AGENDA FOR PUBLIC MEETING

DATE: Monday, April 15, 2024 at 6:00 pm
LOCATION: **In Person:** Washougal Community Library; 1661 C. Street; Washougal, WA
98671, Washougal Community Center
Zoom Link: <https://us02web.zoom.us/j/3852820936>
Meeting ID: 385 282 0936 Passcode: 270150
Dial by your location: 206-337-9723

1. **Call to Order**
2. **Agenda Approval** ACTION
3. **Chair Announcements** INFORMATION
4. **Public Comments (limit 2 minutes each)**
5. **Consent Agenda** ACTION
 - a. Approval of the March 18, 2024 regular meeting minutes
 - b. Approval of the Claims for March 2024
6. **Reports**
 - 6.1 FVRL Organizational Report: Jennifer Giltrop INFORMATION
 - 6.2 Washougal Branch Report: Zoe Nash INFORMATION
 - 6.3 February Financial Statements: Catrina Galicz ACTION
 - 6.4 Volunteer Services: Sherry Braga INFORMATION
7. **Business**
 - 7.1 **Facilities and Finance Committee**
 - 2024 Reserve Allocation
 - Resolution 2024-03: Capital Reserve Plan ACTION
 - 7.2 **Nominating Committee**
 - Election of Board Officers: Vikram Kotwani ACTION
 - 7.3 **Surplus Authorization:** Resolution 2024-04 ACTION
 - 7.4 **2024 Legislative Session Summary:** Jennifer Giltrop INFORMATION
8. **Board Comments**
9. **Executive Session** RCW 42.30.110(1i) Litigation and RCW 42.30.410(4b)
Collective Bargaining
10. **Setting for next regular meeting:** Monday, May 20, 2024 at 6:00 PM at
Stevenson Community Library/Zoom
11. **Adjournment**

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Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson,
Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



Board of Trustees Meeting Minutes

March 18, 2024 – 6:00 PM Regular Meeting
Three Creeks Community Library
800-NE Tenney Road, Vancouver, WA 98685
Meeting Room
Hybrid/In-Person

Kristy Morgan, *Chair*, Clark County At-Large
Megan Dugan, *Vice Chair*, City of Vancouver
Penny Love-Henslee, *Secretary*, Clark County At-Large
Mary Ann Duncan-Cole, Skamania County
Vikram Kotwani, City of Vancouver
Olga Hodges, Klickitat County
Marie Coffey, Clark County At-Large

Present Board: Kristy Morgan, Megan Dugan, Penny Love-Henslee, Marie Coffey, Mary Ann Duncan-Cole, Vikram Kotwani (virtual)

Absent: Olga Hodges

Present Staff: Jennifer Giltrop, Executive Director; Elizabeth Moss, Branch Manager; Christine Smith, CPA; Rhonda Kay Calkins, Executive Assistant; Mike Smetana, IT Specialist; Lee Strehlow, Human Resources Director; Ruth Shafer; Interim Public Services Director; Justin Keeler, Outreach and Community Partnerships Director; Tak Kendrick, Communications and Marketing Director; Dave Josephson, Facilities and Fleet Director

Remote Access: <https://us02web.zoom.us/j/3852820936> • Meeting ID: 385 282 0936 • Passcode: 070150 • Phone Access 206-337-9723

Fort Vancouver Regional Library Business Meeting Minutes

AGENDA:

- 1. CALL TO ORDER** - Chair Morgan called the meeting to order at 6:00 pm.
- 2. AGENDA APPROVAL** – At 6:00 Kristy Morgan asked to make two amendments to the agenda.
One: Item 8, Executive Session, will not have an action to follow.
Two: Add board comments after executive session.
At 6:01 pm of the recording Megan Dugan made a motion to approve the amended agenda. Penny Love-Henslee seconded. Motion approved with 6 out of 7 votes.
- 3. CHAIR ANNOUNCEMENTS** – At 6:02 pm of the recording Kristy Morgan asked to clarify a rumor about having the second highest paid Executive Director in Washington. This is incorrect information. King County comes in first with \$253,000; Sno-Isle with \$243,000; Multnomah County \$231,000; Seattle \$229,000 and FVRL is \$195,000. I can't speak about ongoing negotiations but wanted to clear that up.
- 4. PUBLIC COMMENTS** – At 6:03 of the recording Public Comments began with a two-minute limit.
Jude Jacobs of Vancouver, WA made a public comment on drag queen story hour.
Derya Ruggles of Vancouver, WA made a public comment about employee wages.
Dave Gellis of Vancouver, WA made a public comment about employee wages.
Emily Losness of Vancouver, WA made a public comment about equity and diversity.
Kristen Steger of Vancouver, WA made a public comment about employee wages.
Melissa Perez of Vancouver, WA made a public comment about employee wages.
Nerissa Eckerson of Vancouver, WA made a public comment about employee wages.
Len of Clark County, WA made a public comment about employee wages.
Carmen of Clark County, WA made a public comment about employee wages.
David Alvey of Vancouver, WA made a public comment about employee wages and drag queen story

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hour.

Abbie Hart of Olympia, WA made a public comment about employee wages.

Alexis Vandom of Vancouver, WA made a public comment about LGBTQ and literature.

Quill Onstead of Portland, OR made a public comment about drag queen story hour.

Randy Schmidt of Vancouver, WA made a public comment about drag queen story hour.

Margo Logan of Portland, OR made a public comment about unions.

Gary Wilson of Vancouver, WA made a public comment about library services.

Cydney Batchelor Strickland of Vancouver, WA made a public comment about women's history month.

Wende Fisher of Vancouver, WA made a public comment about library access for all.

Jan of Vancouver, WA made a public comment about the value of employees.

Evelyn B of Vancouver, WA made a public comment about employee wages.

5. CONSENT AGENDA

5.1 APPROVAL OF CONSENT AGENDA ITEMS– At 6:43 pm of the recording Penny Love-Henslee made a motion to approve the Consent Agenda. Megan Dugan seconded. Motion approved with a 6 out of 7 votes.

6. REPORTS

6.1 ORGANIZATIONAL REPORT – At 6:44 pm of the recording Jennifer Giltrop highlights:

Operational Highlights: Woodland Community Library is going up quickly and well. Jennifer Giltrop attended the friends of the Woodland Library meeting this month. The Friends have worked long and hard for years fundraising and have raised almost 10% of the project costs.

Statistics: The visitor count is up 19% year over year. Total circulation is up 8.29% mostly due to the use of e-resources continuing to grow.

6.2 FOUNDATION REPORT – At 6:47 pm of the recording Rick Smithrud highlights:

Grants for Woodland Community Library: Received contracts for the two grants for the Woodland project. One is for \$2 million and the other one is for \$500,000.

Give Back Library Foundation Fundraiser: We recently had a fundraiser at Beaches restaurant in partnership with a community partner. We want to thank everybody who participated.

Capital Improvement Grant Application for the Washougal Building Project: We are in the process of filling out an application for a \$2 million grant for the state. This will be for Washougal Community Library project.

Friends Fair 2024: This is an opportunity for all FVRL Friends groups to gather together and share what they have been doing, are planning to do, or would like to do in the future. The event is on Saturday, April 13, 2024 from 9:15 am to 1:00 pm.

Revolutionary Reads: This is an annual program with the goal of galvanizing the Southwest Washington community to read the same book on a topic of revolutionary importance. The event is on Wednesday, April 17 from 7:00-8:30 pm at the Vancouver Community Library and online.

Love Your New Library: This is a fundraiser for the Woodland Library Building Fund. The event is on Saturday, April 27 from 5:00 to 8:00 pm.

2024 Authors and Illustrators Dinner and Silent Auction: More information coming soon. The event will be on Thursday, October 17 at the Hilton, downtown Vancouver.

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Foundation Operations: The Foundation is a 501c3 umbrella for all of the friends groups. That means we work with them to make sure the regulations regarding the 501(c)(3) are followed.

Audited Financial Statements for years ended June 30, 2023 and 2022: We go through an audit for all of the friends groups, the Foundation's financial records and all of our investment accounts. We have 15 friends groups and 26 investment accounts. The auditor will go through the details of those transactions to ensure accuracy. The auditor had no findings and no management recommendations.

Friends of White Salmon Valley Community Library Investment Graph: From December 2007 to December 2023 the friends of White Salmon didn't add any money to the account and didn't take any money out. The graph represents a change based on investment earnings.

6.3 FINANCIAL STATEMENTS AND HIGHLIGHTS – At 6:57 pm of the recording Christine Smith highlights the month ending January 2024.

Cash Report: The cash balance has decreased net of \$2.5 million however this is within our expectations for the first part of the year. Revenues were \$141,000 and expenses were about \$2.6 million. Our operating reserve goal is to maintain somewhere between 60 and 90 days of our annual operating budget. We opened the year with about 2.7 months and we closed January with just over 2 months.

Reserves: In January, the only reserves used was for the Woodland project. It was used for construction contractor payments just over \$340,000. Over all, we still have \$10.4 million in capital reserves.

Revenues: At the cash level we had \$141,000 worth of revenue for the month and this is typically a low month in revenues. We had some revenue come into property taxes. The third largest revenue source was interest income at \$44,000. As we use up operating reserves cash is going to go down and interest earnings are not going to stay as high.

Expenditures: Personnel expenditures are at 7.93% of the budget. One line item that looks over budget is the benefit for life long-term disability and accident and death deniability. The payments have been consistent from prior months. We may have been short on our budget projections for that, but we are now monitoring it for possible future budget adjustments. Professional Collection and Technology is at 14.91% of the budget. Repairs and maintenance are at 13.59% of the budget. January payments in miscellaneous dues are at 10.22% of the budget. Memberships are usually paid in January and lasts for 12 months. In the Capital outlay section, we had no expenditures except the \$340,000 was payment for the construction at the Woodland Community Library. Overall, we are at 7% of budget for our expenditures.

APPROVAL OF CLAIMS: MOVING TO THE CONSENT AGENDA – At 7:15 PM of the recording Christine Smith discussed the February 2024 approval of claims. She provided a list of claims from what are warrants payable, or checks, and electronic funds payments. There were a few voids and two payrolls which is standard. February totals are \$2,099,817.02 We will need an approval on the vouchers for February 1-29. The financial statements will need a motion to receive and file. Going forward the approval of claims will be on the consent agenda, but you will need to have a motion to receive and file the financial statements.

Penny Love-Henslee made a motion to approve adding claim vouchers to the consent agenda. Marie Coffey seconded. Motion approved with a 6 out of 7 votes.

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APPROVAL OF CLAIMS – At 7:22 PM of the recording Christine Smith presented the February 1 – 29, 2024 warrants. Penny Love-Henslee made a motion to approve the approval of claims. Megan Dugan seconded.

RECEIVE AND FILE FINANCIAL STATEMENTS– At 7:23 pm of the recording Megan Dugan made a motion to approve receiving and filing financial statements. Mary Ann Duncan-Cole seconded. Motion approved with 6 out of 7 votes.

6.4 BRANCH REPORT: THREE CREEKS – At 7:25 pm of the recording Elizabeth Moss provided an update on library activities around the Three Creeks Community Library.

History of Three Creeks: The Three Creeks library opened in 2002. E-books were not available at that time, but you could check out audio cassettes or CD. Videos were available for checkout via VHS. Three Creeks is named for the Cougar, Whipple and Salmon Creek that are all in the area.

Checkouts: 290,417

Circulation: 561,553

Filled Holds: 83,849

Checkouts and Circulation: Our World Language collection including picture books and board books were moved to the children’s collection. We circulated almost 500 more titles in 2023 than 2022 which is a 65% increase.

Library Visits: 114,692 which is a 22.7% increase from 2022. Governor Inslee came to visit and was promoting the working family tax credit. Ren Locust provides tax services to the library during tax season and during the offseason. We’ve worked with them to do financial literacy for kid’s programs. We have worked with them to promote the working family tax credit. Three Creeks was awarded the Thinking Money for Kids grant from ALA. We will be developing financial literacy programs for kids and our partner Ren Locus has agreed to lend us their expertise in the subject. There was damage to the outside of the library. We are working with insurance and facilities to get it fixed soon.

New Library Cards: 1,647

We worked with the Vancouver Public Schools about library services we could offer them. We discussed the Educator Library Card which would give teachers access to more books for an extended period of time.

Curbside Visits: 468

Library Samplers: 49

Reference Questions: 6,196

Patron Interactions: 46,592

Programming: 389 programs/40,410 minutes, 6,956 participants

Summer at Your Library: 1,438 participants, 291 early learners, 856 kids, 191 teens, 317 adults.

Staff and Friends: Appreciation and thanks to staff and Friends of the library.

7. BUSINESS

7.1 FINANCE COMMITTEE

2024 RESERVE ALLOCATION – At 7:44 pm of the recording Jennifer Giltrop discussed the recommendations for assignment of 2024 cash. Cash reserve balance January 1, 2024: \$19,056,296. The 2023 cash reserves to be assigned: \$0. For 2024, the annual operating expenditures are budgeted at \$32,682,500. The 2024 minimum target for the Operational Fund is

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\$8,170,625. As of 1/1/2024 there was a balance of \$8,315,870 and therefore no change is recommended to this fund.

Objective 1 – Capital Repairs and Maintenance

Current: \$750,000 – Additional: \$250,000 – New: \$1,000,000

Objective 2 – Replacement Vehicles

Current: \$98,380 - Additional: \$50,000 - New: \$148,380

Objective 3 – Capital Projects

| Location | Current | Add/Subtract | New |
|----------------------------|-------------|--------------|-------------|
| Washougal | \$2,992,678 | \$1,500,000 | \$4,992,678 |
| Woodland | \$3,521,932 | \$500,000 | \$4,021,932 |
| Grand Blvd. | \$893,604 | (\$893,604) | \$0 |
| Brush Prairie | \$500,000 | (\$500,000) | \$0 |
| Branch Refresh Projects | \$19,306 | \$658,130 | \$677,436 |

Current: \$ 7,927,520 - Additional: \$1,264,526 - New: \$9,192,046

Objective 4 – Technology Replacement and Upgrades

Current: \$100,000 - Additional: \$300,000 - New: \$400,000

Objective 5 – Budget Stabilization Reserve

Current: \$1,864,526 - Additional: (\$1,864,526) - New: \$0

Kristy Morgan made a motion to postpone 2024 Reserve Allocation to the April 15, 2024 board meeting. Megan Dugan seconded. Motion approved with a 6 out of 7 votes.

7.2 POLICY COMMITTEE

DISPLAY AND EXHIBITS POLICY – At 8:07 pm of the recording Jennifer Giltrop presented the second reading of the Display and Exhibits Policy.

Megan Dugan made a motion to approve the Display and Exhibits Policy. Penny Love-Henslee seconded. Motion approved with a 6 out of 7 votes.

PUBLIC BULLETIN BOARDS AND DISTRIBUTION AREAS POLICY – At 8:08 of the recording Jennifer Giltrop presented the second reading of the Public Bulletin Boards and Distribution Areas Policy.

Penny Love-Henslee made a motion to approve the Public Bulletin Boards and Distribution Areas Policy. Mary Ann Duncan-Cole seconded. Motion approved with a 6 out of 7 votes.

FISCAL MANAGEMENT POLICY – At 8:10 of the recording Jennifer Giltrop presented the revisions to the Fiscal Management Policy following discussion at the February meeting.

Megan Dugan made a motion to approve the Fiscal Management Policy. Penny Love-Henslee seconded. Motion approved with a 6 out of 7 votes.

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- 8. EXECUTIVE SESSION** – Pursuant to RCW 42.30.110(1i) Litigation and RCW 42.30.411(4b) Collective Bargaining at 8:13 pm of the recording.
At 8:15 pm the Board of Trustees go into Executive Session for a stated 30 minutes.
At 8:43 pm Kristy Morgan announced they needed 5 additional minutes for Executive Session.
At 8:55 pm the Board returns.
- 9. FINAL BOARD COMMENTS** - at 8:55 of the recording Kristy Morgan thanked Elizabeth Moss for hosting and those who help set up every meeting.
Penny Love-Henslee was very happy to see all the different and diverse programming we have.
Thanked the managers for the job that they have been doing to provide this diverse programming for everybody.
Mary Ann Duncan-Cole echoed Penny’s comments.
Vikram Kotwani thanked everyone.
- 10. ADJOURNMENT** – At 8:56 pm

FORT VANCOUVER REGIONAL LIBRARY DISTRICT

Approval of Claims

As of

April 15, 2024

As required by RCW 42.24.080 and RCW 42.24.090, vouchers audited and certified by the Auditing Officer of the Fort Vancouver Regional Library District and those expense reimbursement claims which have been certified as required, have been recorded on a list and made available to the Board of Directors for approval.

As of this date, April 15, 2024 The Board of Directors, by a vote does approve for payment the following vouchers, warrants, voids, and electronic transfers issued

| <u>March 1, 2024</u> | through | <u>March 31, 2024</u> | |
|--|-------------|-----------------------|---|
| Accounts Payable Warrants Issued | Numbers | <u>119162</u> | Through <u>119418</u> \$ 3,053,581.40 |
| Accounts Payable EFT Payments | | <u>EFT01974</u> | Through <u>EFT02008</u> \$ 102,004.30 |
| Accounts Payable Voids | Numbers | <u>119290</u> | Through <u>119344</u> (\$ 1,141,161.39) |
| Subtotal FVRL General Fund Warrants, EFTS, Voids | | | <u>\$ 2,014,424.31</u> |
| Payroll Electronic Fund Transfers | Numbers | <u>20240308</u> | Through <u>20240325</u> \$ 924,953.35 |
| Other Electronic Fund Transfers (Manual Payments) Completed | | | |
| <i>Vendor</i> | <i>Date</i> | <i>Amount</i> | |
| FNBO Visa | 3/6/2024 | 17,230.78 | |
| KAISER HSA | 3/6/2024 | 48.75 | |
| KAISER HSA | 3/6/2024 | 15,898.00 | |
| WASH DEPT OF RETIREMENT SYSTEM | 3/6/2024 | 75,301.67 | |
| WASH DEPT OF RETIREMENT SYSTEM | 3/6/2024 | 5,538.03 | |
| WASHINGTON DEPT OF REVENUE | 3/28/2024 | 2,032.79 | |
| WASH DEPT OF RETIREMENT SYSTEM | 3/26/2024 | 79,445.48 | |
| WASH DEPT OF RETIREMENT SYSTEM | 3/26/2024 | 5,704.56 | |
| ADP | 3/26/2024 | 4,814.26 | |
| FNBO Visa | 3/26/2024 | 24,790.55 | |
| | | | <u>\$ 230,804.87</u> |
| Subtotal FVRL General Fund Warrants, Transfers, Direct Deposits, Voids | | | <u>\$ 3,170,182.53</u> |
| Total Transactions for Approval | | | <u>\$ 3,170,182.53</u> |

DISTRICT LIBRARY - EXECUTIVE DIRECTOR

DISTRICT LIBRARY - BOARD PRESIDENT

| Vendor ID | Document Type | Document Date | Document Number | Vendor Name | Amount |
|-----------|---------------|---------------|-----------------|---|-------------|
| 4IMP0001 | Payment | 3/7/2024 | 119162 | 4IMPRINT | \$ 2,788.67 |
| ALDE0003 | Payment | 3/7/2024 | 119163 | ALDER CREEK PIONEER ASSOCIATION CAROUSEL MUSEUM | 200.00 |
| ALLI0006 | Payment | 3/7/2024 | 119164 | ALLIANT INSURANCE SERVICES, INC. | 716.00 |
| AT&T0001 | Payment | 3/7/2024 | 119165 | AT & T | 467.82 |
| AT&T0003 | Payment | 3/7/2024 | 119166 | AT&T MOBILITY | 765.93 |
| BAKE0002 | Payment | 3/7/2024 | 119167 | BAKER & TAYLOR | 13,116.48 |
| BIBL0003 | Payment | 3/7/2024 | 119168 | BIBLIOTHECA ITG, LLC | 20,055.15 |
| CASC0010 | Payment | 3/7/2024 | 119169 | CANOPY | 530.00 |
| CBMS0001 | Payment | 3/7/2024 | 119170 | CBM SYSTEMS LLC - LC | 373.00 |
| CBMS0002 | Payment | 3/7/2024 | 119171 | CBM SYSTEMS LLC - RI | 1,772.12 |
| CBMS0003 | Payment | 3/7/2024 | 119172 | CBM SYSTEMS LLC - ST | 1,002.00 |
| CBMS0005 | Payment | 3/7/2024 | 119173 | CBM SYSTEMS LLC - YAC | 352.36 |
| CDWG0001 | Payment | 3/7/2024 | 119174 | CDW GOVERNMENT INC | 1,883.74 |
| CENT0011 | Payment | 3/7/2024 | 119175 | CENTRAL WASHINGTON CONSTRUCTION | 277.43 |
| CITG0002 | Payment | 3/7/2024 | 119176 | CIT GROUP- DW LEASE | 52,113.84 |
| CLAR0004 | Payment | 3/7/2024 | 119177 | CLARK PUD | 668.52 |
| COFF0003 | Payment | 3/7/2024 | 119178 | COFFMAN ENGINEERS, INC | 1,800.00 |
| COLU0003 | Payment | 3/7/2024 | 119179 | COLUMBIA RESOURCE COMPANY | 5.00 |
| COLU0011 | Payment | 3/7/2024 | 119180 | COLUMBIA GORGE INTERPRETIVE CENTER | 750.00 |
| DELL0001 | Payment | 3/7/2024 | 119181 | DELL MARKETING LP | 65,139.77 |
| FARO0001 | Payment | 3/7/2024 | 119182 | FARONICS TECHNOLOGIES USA, INC | 6,391.56 |
| FIRE0003 | Payment | 3/7/2024 | 119183 | FIRE SYSTEMS WEST, INC. | 221.75 |
| GALE0002 | Payment | 3/7/2024 | 119184 | GALE GROUP | 1,199.62 |
| GBMA0001 | Payment | 3/7/2024 | 119185 | GB MANCHESTER CORPORATION | 3,176.16 |
| GORG0009 | Payment | 3/7/2024 | 119186 | COLUMBIA GORGE NEWS | 599.00 |
| GOSS0002 | Payment | 3/7/2024 | 119187 | ELIZABETH GOSS | 350.00 |
| GROV0001 | Payment | 3/7/2024 | 119188 | GROVER ELECTRIC AND PLUMBING | 46.12 |
| H2OR0001 | Payment | 3/7/2024 | 119189 | H2OREGON | 72.94 |
| HARR0001 | Payment | 3/7/2024 | 119190 | HARRYS KEY SERVICE, INC. | 12.83 |
| HISC0001 | Payment | 3/7/2024 | 119191 | WHITE SALMON ACE HARDWARE | 21.51 |
| ICMA0001 | Payment | 3/7/2024 | 119192 | ICMA RETIREMENT CORPORATION | 6,422.14 |
| INGR0001 | Payment | 3/7/2024 | 119193 | INGRAM | 13,663.06 |
| KETE0001 | Payment | 3/7/2024 | 119194 | KETER ENVIRONMENTAL SERVICES INC | 101.63 |
| LABO0001 | Payment | 3/7/2024 | 119195 | DEPT OF LABOR AND INDUSTRIES | 114.10 |
| LABO0003 | Payment | 3/7/2024 | 119196 | DEPT OF LABOR & INDUSTRIES | 218.20 |
| LAKE0001 | Payment | 3/7/2024 | 119197 | LAKESHORE LEARNING MATERIALS | 18.47 |
| LAZE0004 | Payment | 3/7/2024 | 119198 | GISI MARKETING GROUP | 599.46 |
| MIDW0002 | Payment | 3/7/2024 | 119199 | MIDWEST TAPE | 7,747.16 |
| MTAD0001 | Payment | 3/7/2024 | 119200 | MT ADAMS CHAMBER OF COMMERCE | 85.00 |
| NAPA0001 | Payment | 3/7/2024 | 119201 | NAPA GENUINE PARTS (CORP) | 212.77 |
| NORT0005 | Payment | 3/7/2024 | 119202 | NORTHWEST NATURAL GAS COMPANY | 1,534.08 |
| OFFI0001 | Payment | 3/7/2024 | 119203 | OFFICE DEPOT CARD PLAN | 6,238.06 |

| | | | | | |
|-----------|---------|-----------|--------|---|-----------|
| OFFI0009 | Payment | 3/7/2024 | 119204 | OFFICE PRODUCTS NORTHWEST | 946.89 |
| OVER0004 | Payment | 3/7/2024 | 119205 | OVERDRIVE | 48,014.75 |
| PAMP0002 | Payment | 3/7/2024 | 119206 | PAMPLIN PRINTING | 4,575.10 |
| PLAT0001 | Payment | 3/7/2024 | 119207 | PLATT ELECTRIC SUPPLY | 1,208.46 |
| RIDG0005 | Payment | 3/7/2024 | 119208 | RIDGEFIELD, CITY OF | 197.69 |
| SHUR0001 | Payment | 3/7/2024 | 119209 | SHUR-WAY BUILDING CENTERS | 393.99 |
| SKAM0001 | Payment | 3/7/2024 | 119210 | SKAMANIA COUNTY PUD #1 | 711.96 |
| SKAM0005 | Payment | 3/7/2024 | 119211 | SKAMANIA COUNTY CHAMBER | 200.00 |
| SOFT0002 | Payment | 3/7/2024 | 119212 | SHI INTERNATIONAL CORP was Software Intl | 14,930.60 |
| STAM0002 | Payment | 3/7/2024 | 119213 | STAMP-CONNECTION.COM | 64.00 |
| STEV0001 | Payment | 3/7/2024 | 119214 | CITY OF STEVENSON | 328.47 |
| THOM0015 | Payment | 3/7/2024 | 119215 | THOMSON REUTERS-WEST PUBLISHING CORP | 458.72 |
| TOYO0001 | Payment | 3/7/2024 | 119216 | VANCOUVER TOYOTA | 112.59 |
| ULIN0001 | Payment | 3/7/2024 | 119217 | ULINE | 3,517.86 |
| UNIQ0002 | Payment | 3/7/2024 | 119218 | UNIQUE MANAGEMENT SERVICES INC | 5,432.65 |
| VANC0025 | Payment | 3/7/2024 | 119219 | CITY OF VANCOUVER- FINANCIAL SERVICES | 57.00 |
| WALT0001 | Payment | 3/7/2024 | 119220 | WALTER E NELSON COMPANY | 3,919.16 |
| WAPI0001 | Payment | 3/7/2024 | 119221 | WAPITI NW, LLC | 1,175.04 |
| WASH0049 | Payment | 3/7/2024 | 119222 | CITY OF WASHOUGAL | 17.22 |
| WHEE0006 | Payment | 3/7/2024 | 119223 | WHEELERCREEK STUDIO INC. | 1,030.00 |
| WHIT0001 | Payment | 3/7/2024 | 119224 | CITY OF WHITE SALMON | 179.29 |
| WOOD0001 | Payment | 3/7/2024 | 119225 | CITY OF WOODLAND | 228.50 |
| WTCO0001 | Payment | 3/7/2024 | 119226 | WT COX SUBSCRIPTIONS | 218.07 |
| ALLSTAR01 | Payment | 3/13/2024 | 119227 | ALL STAR RENT A FENCE | 2,187.36 |
| AMAZ0001 | Payment | 3/13/2024 | 119228 | AMAZON.COM CREDIT | 271.02 |
| AMER0031 | Payment | 3/13/2024 | 119229 | AMERICAN SOCIETY OF COMPOSERS, AUTHORS AND PUBLISHERS | 178.00 |
| BATT0001 | Payment | 3/13/2024 | 119230 | CITY OF BATTLE GROUND | 547.29 |
| BRID0002 | Payment | 3/13/2024 | 119231 | BRIDGEALL LIBRARIES LTD | 38,431.00 |
| CBMS0004 | Payment | 3/13/2024 | 119232 | CBM SYSTEMS LLC - VM | 1,296.00 |
| CENT0009 | Payment | 3/13/2024 | 119233 | CENTURY LINK | 64.88 |
| CITG0002 | Payment | 3/13/2024 | 119234 | CIT GROUP- DW LEASE | 87.41 |
| CLAR0004 | Payment | 3/13/2024 | 119235 | CLARK PUD | 10,546.83 |
| CLAR0015 | Payment | 3/13/2024 | 119236 | CLARK COUNTY TREASURER | 691.03 |
| CLAR0026 | Payment | 3/13/2024 | 119237 | CLARK REG WASTEWTR | 98.26 |
| CLEA0007 | Payment | 3/13/2024 | 119238 | CLEAN WORLD MAINT-WS | 5,774.22 |
| CLEA0009 | Payment | 3/13/2024 | 119239 | CLEAN WORLD MAINT- WD | 1,159.74 |
| CLEA0010 | Payment | 3/13/2024 | 119240 | CLEAN WORLD MAINT-WA | 970.02 |
| CLEA0011 | Payment | 3/13/2024 | 119241 | CLEAN WORLD MAINT-BG | 9,106.56 |
| CLEA0013 | Payment | 3/13/2024 | 119242 | CLEAN WORLD MAINT - HQ | 13,032.54 |
| CLEA0017 | Payment | 3/13/2024 | 119243 | CLEAN WORLD MAINT - TC | 8,415.00 |
| CLEA0018 | Payment | 3/13/2024 | 119244 | CLEAN WORLD MAINT - VA | 8,000.00 |
| CLEA0020 | Payment | 3/13/2024 | 119245 | CLEAN WORLD MAIN - CP | 16,442.28 |
| COLU0007 | Payment | 3/13/2024 | 119246 | COLUMBIA HARDWARE | 6.45 |

| | | | | | |
|----------|---------|-----------|--------|---|-----------|
| COLU0032 | Payment | 3/13/2024 | 119247 | COLUMBIA RIVER DISPOSAL | 91.42 |
| COWL0007 | Payment | 3/13/2024 | 119248 | COWLITZ COUNTY TREASURER | 5,472.32 |
| DESH0001 | Payment | 3/13/2024 | 119249 | MONIKA DESHPANDE | 300.00 |
| EMBA0001 | Payment | 3/13/2024 | 119250 | CENTURYLINK formerly Embarq | 466.62 |
| FERG0007 | Payment | 3/13/2024 | 119251 | FERGUSON | 6.02 |
| FRON0002 | Payment | 3/13/2024 | 119252 | FRONTIER | 123.14 |
| HAMP0001 | Payment | 3/13/2024 | 119253 | HAMPTON AUTO GLASS | 43.40 |
| INTE0021 | Payment | 3/13/2024 | 119254 | ZAYO GROUP, LLC | 3,200.66 |
| KANO0001 | Payment | 3/13/2024 | 119255 | KANOPY LLC | 8,261.00 |
| KLIC0002 | Payment | 3/13/2024 | 119256 | KLICKITAT COUNTY PUD | 2,156.29 |
| KLIC005 | Payment | 3/13/2024 | 119257 | KLICKITAT COUNTY ER&R DEPT. | 525.53 |
| LABO0001 | Payment | 3/13/2024 | 119258 | DEPT OF LABOR AND INDUSTRIES | 174.30 |
| LACE0003 | Payment | 3/13/2024 | 119259 | CITY OF LA CENTER | 76.60 |
| LING0003 | Payment | 3/13/2024 | 119260 | LINGUAVA | 168.94 |
| MIDW0002 | Payment | 3/13/2024 | 119261 | MIDWEST TAPE | 7,183.18 |
| NEOP0002 | Payment | 3/13/2024 | 119262 | NEOPOST INC | 542.04 |
| NORT0005 | Payment | 3/13/2024 | 119263 | NORTHWEST NATURAL GAS COMPANY | 120.53 |
| OCLC0002 | Payment | 3/13/2024 | 119264 | OCLC INC - RSC SHRG/MTDT/CTLG | 817.00 |
| OFFI0001 | Payment | 3/13/2024 | 119265 | OFFICE DEPOT CARD PLAN | 1,514.90 |
| PACI0001 | Payment | 3/13/2024 | 119266 | PACIFIC OFFICE AUTOMATION | 514.17 |
| PARK0008 | Payment | 3/13/2024 | 119267 | PARKROSE HARDWARE/BLUE TARP | 44.44 |
| PBS0001 | Payment | 3/13/2024 | 119268 | PBS ENVIRONMENTAL (PDX) | 570.00 |
| PLAT0001 | Payment | 3/13/2024 | 119269 | PLATT ELECTRIC SUPPLY | 799.61 |
| REPU0001 | Payment | 3/13/2024 | 119270 | REPUBLIC SERVICES #487 | 140.40 |
| REVC0001 | Payment | 3/13/2024 | 119271 | REV.COM, INC | 523.39 |
| RIDG0001 | Payment | 3/13/2024 | 119272 | RIDGEFIELD HARDWARE | 41.40 |
| SOHA0001 | Payment | 3/13/2024 | 119273 | SOHA SIGN CO INC | 675.30 |
| STAN0013 | Payment | 3/13/2024 | 119274 | STANLEY CONVERGENT SECURITY SOLUTIONS, INC. | 606.60 |
| STAR0001 | Payment | 3/13/2024 | 119275 | STAR RENTALS | 241.89 |
| STER0002 | Payment | 3/13/2024 | 119276 | STERICYCLE, INC | 53.37 |
| TAYL0011 | Payment | 3/13/2024 | 119277 | THE TAYLOR GROUP | 6,000.00 |
| TDST0001 | Payment | 3/13/2024 | 119278 | TDS TELECOM | 249.42 |
| TECT0001 | Payment | 3/13/2024 | 119279 | ENAVATE MANAGED SERVICES, INC | 592.25 |
| TOYO0001 | Payment | 3/13/2024 | 119280 | VANCOUVER TOYOTA | 118.80 |
| ULIN0001 | Payment | 3/13/2024 | 119281 | ULINE | 167.97 |
| UNUM0002 | Payment | 3/13/2024 | 119282 | UNUM LIFE INSURANCE COMPANY OF AMERICA | 14,189.59 |
| VANC0001 | Payment | 3/13/2024 | 119283 | CITY OF VANCOUVER UTILITIES | 1,126.04 |
| VANC0010 | Payment | 3/13/2024 | 119284 | VANCOUVER'S DOWNTOWN ASSOC | 150.00 |
| VANC0037 | Payment | 3/13/2024 | 119285 | VANCOUVER FALSE ALARM REDUCTION PROGRAM | 1,000.00 |
| WAPI0001 | Payment | 3/13/2024 | 119286 | WAPITI NW, LLC | 749.80 |
| WAST0001 | Payment | 3/13/2024 | 119287 | WASTE CONNECTIONS INC | 4,812.17 |
| WAVE0001 | Payment | 3/13/2024 | 119288 | ASTOUND BROADBAND POWERED BY WAVE | 5,419.24 |
| WONG0002 | Payment | 3/13/2024 | 119289 | MICHAEL KWOCK CHEONG WONG | 60.00 |

| | | | | | |
|----------|---------|-----------|--------|------------------------------------|------------|
| AFSC0001 | Payment | 3/22/2024 | 119345 | AFSCME | 5,246.10 |
| BAKE0002 | Payment | 3/22/2024 | 119346 | BAKER & TAYLOR | 19,706.00 |
| BLKD001 | Payment | 3/22/2024 | 119347 | BLACK DIAMOND LLC | 1,697.00 |
| BREM0001 | Payment | 3/22/2024 | 119348 | BREMIK CONSTRUCTION INC | 846,814.84 |
| CARL0007 | Payment | 3/22/2024 | 119349 | CARLSON TESTING, INC. | 9,717.00 |
| CBMS0006 | Payment | 3/22/2024 | 119350 | CBM SYSTEMS LLC - YAL | 587.62 |
| CDWG0001 | Payment | 3/22/2024 | 119351 | CDW GOVERNMENT INC | 163.01 |
| CENT0001 | Payment | 3/22/2024 | 119352 | CENTER POINT PUBLISHING | 426.66 |
| CENT0010 | Payment | 3/22/2024 | 119353 | CENTER POINTE SIGNS, INC | 153.00 |
| CLEA0018 | Payment | 3/22/2024 | 119354 | CLEAN WORLD MAINT - VA | 102,931.68 |
| COLU0024 | Payment | 3/22/2024 | 119355 | COLUMBIA LANGUAGE SERVICES | 504.74 |
| COWL0001 | Payment | 3/22/2024 | 119356 | COWLITZ COUNTY PUD | 675.55 |
| DELL0001 | Payment | 3/22/2024 | 119357 | DELL MARKETING LP | 1,337.57 |
| EMBA0001 | Payment | 3/22/2024 | 119358 | CENTURYLINK formerly Embarq | 416.42 |
| ENTE0001 | Payment | 3/22/2024 | 119359 | ENTEK CORPORATION | 2,179.60 |
| FERG0001 | Payment | 3/22/2024 | 119360 | FERGUSON ENTERPRISES, INC #3007 | 211.12 |
| FIND0001 | Payment | 3/22/2024 | 119361 | FINDAWAY WORLD, LLC | 1,157.20 |
| FORT0002 | Payment | 3/22/2024 | 119362 | FVRL FOUNDATION | 20.00 |
| FRON0002 | Payment | 3/22/2024 | 119363 | FRONTIER | 114.97 |
| GALE0002 | Payment | 3/22/2024 | 119364 | GALE GROUP | 758.08 |
| GOLD0003 | Payment | 3/22/2024 | 119365 | CITY OF GOLDENDALE | 299.09 |
| GROO0003 | Payment | 3/22/2024 | 119366 | GRO OUTDOOR LIVING | 7,162.50 |
| GROV0001 | Payment | 3/22/2024 | 119367 | GROVER ELECTRIC AND PLUMBING | 27.73 |
| HARR0001 | Payment | 3/22/2024 | 119368 | HARRYS KEY SERVICE, INC. | 108.70 |
| HOLL0003 | Payment | 3/22/2024 | 119369 | HOLLYWOOD LIGHTS INC | 998.14 |
| ICMA0001 | Payment | 3/22/2024 | 119370 | ICMA RETIREMENT CORPORATION | 6,617.99 |
| INGR0001 | Payment | 3/22/2024 | 119371 | INGRAM | 27,585.39 |
| JAND0001 | Payment | 3/22/2024 | 119372 | JANDI ENTERPRISES INC | 1,250.00 |
| JRTM0001 | Payment | 3/22/2024 | 119373 | JRT MECHANICAL, INC | 1,787.56 |
| LING0003 | Payment | 3/22/2024 | 119374 | LINGUAVA | 246.62 |
| MATE0001 | Payment | 3/22/2024 | 119375 | MATERIALS TESTING & CONSULTING INC | 1,259.25 |
| MERG0001 | Payment | 3/22/2024 | 119376 | MERGENT INC | 1,108.73 |
| METR0011 | Payment | 3/22/2024 | 119377 | METRO ACCESS CONTROL | 782.64 |
| MIDW0001 | Payment | 3/22/2024 | 119378 | MIDWEST LIBRARY SERVICE | 105.50 |
| MIDW0002 | Payment | 3/22/2024 | 119379 | MIDWEST TAPE | 6,963.36 |
| NORT0005 | Payment | 3/22/2024 | 119380 | NORTHWEST NATURAL GAS COMPANY | 7,434.07 |
| OFFI0001 | Payment | 3/22/2024 | 119381 | OFFICE DEPOT CARD PLAN | 597.72 |
| OREG0043 | Payment | 3/22/2024 | 119382 | OREGON ELECTRIC GROUP | 14,456.36 |
| OVER0004 | Payment | 3/22/2024 | 119383 | OVERDRIVE | 32,449.06 |
| PACI0020 | Payment | 3/22/2024 | 119384 | FREIGHTLINER NW | 27.06 |
| PAMP0002 | Payment | 3/22/2024 | 119385 | PAMPLIN PRINTING | 1,715.97 |
| PBS0001 | Payment | 3/22/2024 | 119386 | PBS ENVIRONMENTAL (PDX) | 16,006.89 |
| QWES0001 | Payment | 3/22/2024 | 119387 | CENTURY LINK formerly Qwest | 1,948.81 |

| | | | | | |
|---------------------------------------|---------|-----------|--------|--------------------------------------|------------------------|
| SENT0001 | Payment | 3/22/2024 | 119388 | SENTRUM BOOKSTORE | 941.80 |
| SHUR0001 | Payment | 3/22/2024 | 119389 | SHUR-WAY BUILDING CENTERS | 23.86 |
| SPIN0002 | Payment | 3/22/2024 | 119390 | NICHOLAS SPINELLI | 175.00 |
| THOM0015 | Payment | 3/22/2024 | 119391 | THOMSON REUTERS-WEST PUBLISHING CORP | 458.72 |
| TOWN0007 | Payment | 3/22/2024 | 119392 | THE TOWN OF YACOLT | 285.86 |
| TRIT0001 | Payment | 3/22/2024 | 119393 | TRI TECH HEATING INC | 847.62 |
| TSAI0001 | Payment | 3/22/2024 | 119394 | TSAI FONG BOOKS, INC | 79.10 |
| ULIN0001 | Payment | 3/22/2024 | 119395 | ULINE | 716.06 |
| USAM0002 | Payment | 3/22/2024 | 119396 | USA MECHANICAL | 9,192.93 |
| VERI0004 | Payment | 3/22/2024 | 119397 | STERLING VOLUNTEERS | 28.50 |
| WALT0001 | Payment | 3/22/2024 | 119398 | WALTER E NELSON COMPANY | 1,848.06 |
| WTCO0001 | Payment | 3/22/2024 | 119399 | WT COX SUBSCRIPTIONS | 806.58 |
| BAKE0002 | Payment | 3/26/2024 | 119400 | BAKER & TAYLOR | 10,096.50 |
| CLAR0025 | Payment | 3/26/2024 | 119401 | CLARK COUNTY HISTORICAL SOCIETY | 500.00 |
| COFF0003 | Payment | 3/26/2024 | 119402 | COFFMAN ENGINEERS, INC | 7,306.94 |
| FIND0001 | Payment | 3/26/2024 | 119403 | FINDAWAY WORLD, LLC | 1,246.38 |
| GORD0004 | Payment | 3/26/2024 | 119404 | GORDON REES SCULLY MANSUKHANI LLP | 2,518.10 |
| HOME0001 | Payment | 3/26/2024 | 119405 | HOME DEPOT CREDIT SERVICES | 2,312.50 |
| INGR0001 | Payment | 3/26/2024 | 119406 | INGRAM | 6,402.71 |
| KAIS0001 | Payment | 3/26/2024 | 119407 | KAISER FOUNDATION HEALTH PLAN | 234,559.36 |
| LESS0001 | Payment | 3/26/2024 | 119408 | LES SCHWAB TIRE CENTER | 99.96 |
| LING0003 | Payment | 3/26/2024 | 119409 | LINGUAVA | 75.53 |
| MACD0003 | Payment | 3/26/2024 | 119410 | MACDONALD-MILLER | 10,037.64 |
| MANU0001 | Payment | 3/26/2024 | 119411 | MANUFACTURERS NEWS INC | 361.90 |
| NATI0032 | Payment | 3/26/2024 | 119412 | NATIONWIDE PREMIUM HOLDING | 283.62 |
| PLAT0001 | Payment | 3/26/2024 | 119413 | PLATT ELECTRIC SUPPLY | 71.31 |
| SOHA0001 | Payment | 3/26/2024 | 119414 | SOHA SIGN CO INC | 190.23 |
| SWIN0001 | Payment | 3/26/2024 | 119415 | SWINGRUBER, JURINDA | 35.51 |
| ULIN0001 | Payment | 3/26/2024 | 119416 | ULINE | 669.05 |
| USAM0002 | Payment | 3/26/2024 | 119417 | USA MECHANICAL | 5,204.56 |
| WTCO0001 | Payment | 3/26/2024 | 119418 | WT COX SUBSCRIPTIONS | 149.73 |
| Subtotal Warrants (not Voided) | | | | | \$ 1,912,420.01 |

| Vendor ID | Document Type | Document Date | Document Number | Vendor Name | Amount |
|-----------|---------------|---------------|-----------------|--------------------------|-------------|
| AFSC0001 | Payment | 3/21/2024 | 119290 | AFSCME | \$ 5,246.10 |
| BAKE0002 | Payment | 3/21/2024 | 119291 | BAKER & TAYLOR | 19,706.00 |
| BLKD001 | Payment | 3/21/2024 | 119292 | BLACK DIAMOND LLC | 1,697.00 |
| BREM0001 | Payment | 3/21/2024 | 119293 | BREMIK CONSTRUCTION INC | 846,814.84 |
| CARL0007 | Payment | 3/21/2024 | 119294 | CARLSON TESTING, INC. | 9,717.00 |
| CBMS0006 | Payment | 3/21/2024 | 119295 | CBM SYSTEMS LLC - YAL | 587.62 |
| CDWG0001 | Payment | 3/21/2024 | 119296 | CDW GOVERNMENT INC | 163.01 |
| CENT0001 | Payment | 3/21/2024 | 119297 | CENTER POINT PUBLISHING | 426.66 |
| CENT0010 | Payment | 3/21/2024 | 119298 | CENTER POINTE SIGNS, INC | 153.00 |

| | | | | | |
|----------|---------|-----------|--------|--------------------------------------|------------|
| CLEA0018 | Payment | 3/21/2024 | 119299 | CLEAN WORLD MAINT - VA | 102,931.68 |
| COLU0024 | Payment | 3/21/2024 | 119300 | COLUMBIA LANGUAGE SERVICES | 504.74 |
| COWL0001 | Payment | 3/21/2024 | 119301 | COWLITZ COUNTY PUD | 675.55 |
| DELL0001 | Payment | 3/21/2024 | 119302 | DELL MARKETING LP | 1,337.57 |
| EMBA0001 | Payment | 3/21/2024 | 119303 | CENTURYLINK formerly Embarq | 416.42 |
| ENTE0001 | Payment | 3/21/2024 | 119304 | ENTEK CORPORATION | 2,179.60 |
| FERG0001 | Payment | 3/21/2024 | 119305 | FERGUSON ENTERPRISES, INC #3007 | 211.12 |
| FIND0001 | Payment | 3/21/2024 | 119306 | FINDAWAY WORLD, LLC | 1,157.20 |
| FORT0002 | Payment | 3/21/2024 | 119307 | FVRL FOUNDATION | 20.00 |
| FRON0002 | Payment | 3/21/2024 | 119308 | FRONTIER | 114.97 |
| GALE0002 | Payment | 3/21/2024 | 119309 | GALE GROUP | 758.08 |
| GOLD0003 | Payment | 3/21/2024 | 119310 | CITY OF GOLDENDALE | 299.09 |
| GROO0003 | Payment | 3/21/2024 | 119311 | GRO OUTDOOR LIVING | 7,162.50 |
| GROV0001 | Payment | 3/21/2024 | 119312 | GROVER ELECTRIC AND PLUMBING | 27.73 |
| HARR0001 | Payment | 3/21/2024 | 119313 | HARRYS KEY SERVICE, INC. | 108.70 |
| HOLL0003 | Payment | 3/21/2024 | 119314 | HOLLYWOOD LIGHTS INC | 998.14 |
| ICMA0001 | Payment | 3/21/2024 | 119315 | ICMA RETIREMENT CORPORATION | 6,617.99 |
| INGR0001 | Payment | 3/21/2024 | 119316 | INGRAM | 27,585.39 |
| JAND0001 | Payment | 3/21/2024 | 119317 | JANDI ENTERPRISES INC | 1,250.00 |
| JRTM0001 | Payment | 3/21/2024 | 119318 | JRT MECHANICAL, INC | 1,787.56 |
| LING0003 | Payment | 3/21/2024 | 119319 | LINGUAVA | 246.62 |
| MATE0001 | Payment | 3/21/2024 | 119320 | MATERIALS TESTING & CONSULTING INC | 1,259.25 |
| MERG0001 | Payment | 3/21/2024 | 119321 | MERGENT INC | 1,108.73 |
| METR0011 | Payment | 3/21/2024 | 119322 | METRO ACCESS CONTROL | 782.64 |
| MIDW0001 | Payment | 3/21/2024 | 119323 | MIDWEST LIBRARY SERVICE | 105.50 |
| MIDW0002 | Payment | 3/21/2024 | 119324 | MIDWEST TAPE | 6,963.36 |
| NORT0005 | Payment | 3/21/2024 | 119325 | NORTHWEST NATURAL GAS COMPANY | 7,434.07 |
| OFFI0001 | Payment | 3/21/2024 | 119326 | OFFICE DEPOT CARD PLAN | 597.72 |
| OREG0043 | Payment | 3/21/2024 | 119327 | OREGON ELECTRIC GROUP | 14,456.36 |
| OVER0004 | Payment | 3/21/2024 | 119328 | OVERDRIVE | 32,449.06 |
| PACI0020 | Payment | 3/21/2024 | 119329 | FREIGHTLINER NW | 27.06 |
| PAMP0002 | Payment | 3/21/2024 | 119330 | PAMPLIN PRINTING | 1,715.97 |
| PBS0001 | Payment | 3/21/2024 | 119331 | PBS ENVIRONMENTAL (PDX) | 16,006.89 |
| QWES0001 | Payment | 3/21/2024 | 119332 | CENTURY LINK formerly Qwest | 1,948.81 |
| SENT0001 | Payment | 3/21/2024 | 119333 | SENTRUM BOOKSTORE | 941.80 |
| SHUR0001 | Payment | 3/21/2024 | 119334 | SHUR-WAY BUILDING CENTERS | 23.86 |
| SPIN0002 | Payment | 3/21/2024 | 119335 | NICHOLAS SPINELLI | 175.00 |
| THOM0015 | Payment | 3/21/2024 | 119336 | THOMSON REUTERS-WEST PUBLISHING CORP | 458.72 |
| TOWN0007 | Payment | 3/21/2024 | 119337 | THE TOWN OF YACOLT | 285.86 |
| TRIT0001 | Payment | 3/21/2024 | 119338 | TRI TECH HEATING INC | 847.62 |
| TSAI0001 | Payment | 3/21/2024 | 119339 | TSAI FONG BOOKS, INC | 79.10 |
| ULIN0001 | Payment | 3/21/2024 | 119340 | ULINE | 716.06 |
| USAM0002 | Payment | 3/21/2024 | 119341 | USA MECHANICAL | 9,192.93 |

| | | | | | |
|----------|---------|-----------|--------|-------------------------|----------|
| VERI0004 | Payment | 3/21/2024 | 119342 | STERLING VOLUNTEERS | 28.50 |
| WALT0001 | Payment | 3/21/2024 | 119343 | WALTER E NELSON COMPANY | 1,848.06 |
| WTCO0001 | Payment | 3/21/2024 | 119344 | WT COX SUBSCRIPTIONS | 806.58 |

Subtotal Warrants (Voided) **\$ 1,141,161.39**

Subtotal Warrants (All) **\$ 3,053,581.40**

| Vendor ID | Document Type | Document Date | Document Number | Vendor Name | Amount |
|-----------|---------------|---------------|-----------------|--|-------------|
| ALLE0011 | Payment | 3/7/2024 | EFT01974 | ALLEGIANCE BENEFIT PLAN MGMT - CONTR | \$ 2,789.18 |
| ALLE0014 | Payment | 3/7/2024 | EFT01975 | ALLEGIANCE BENEFIT PLAN MGMT - FEES | 106.25 |
| GETP0001 | Payment | 3/7/2024 | EFT01976 | GET PROGRAM | 232.00 |
| KATH0001 | Payment | 3/7/2024 | EFT01977 | KATHY'S JANITORIAL - KATHLEEN L WHITNER | 1,224.00 |
| NELS0007 | Payment | 3/7/2024 | EFT01978 | SARAH NELSEN | 975.00 |
| PUCK0002 | Payment | 3/7/2024 | EFT01979 | KIM S. PUCKETT | 500.00 |
| SHRE0001 | Payment | 3/7/2024 | EFT01980 | SHRED NORTHWEST, LLC | 130.44 |
| STOE0001 | Payment | 3/7/2024 | EFT01981 | STOEL RIVES LLP | 2,765.00 |
| TDJC0001 | Payment | 3/7/2024 | EFT01982 | TERESA D. JOHNSON CPA, INC. | 42,781.18 |
| WPEA0001 | Payment | 3/7/2024 | EFT01983 | WPEA | 2,537.29 |
| ALLE0015 | Payment | 3/13/2024 | EFT01984 | ALLEGIANCE COBRA SERVICES INC | 230.50 |
| CHRI0011 | Payment | 3/13/2024 | EFT01985 | CHRISTIE, HOLLAND | 34.51 |
| CLOU0001 | Payment | 3/13/2024 | EFT01986 | 66 DEGREES, LLC | 282.62 |
| CRUZ0003 | Payment | 3/13/2024 | EFT01987 | CRUZ, BRANDON | 14.74 |
| HODG0002 | Payment | 3/13/2024 | EFT01988 | HODGES, OLGA | 405.52 |
| MART0015 | Payment | 3/13/2024 | EFT01989 | MARTIN, ELIZABETH | 22.78 |
| NORT0056 | Payment | 3/13/2024 | EFT01990 | NORTH PACIFIC MANAGEMENT | 16,406.00 |
| WEXB0001 | Payment | 3/13/2024 | EFT01991 | WEX BANK | 4,057.41 |
| WHIT0026 | Payment | 3/13/2024 | EFT01992 | WHITE LOTUS FOUNDATION - NAHN DANH | 500.00 |
| ALLE0015 | Payment | 3/21/2024 | EFT01993 | ALLEGIANCE COBRA SERVICES INC | 75.00 |
| GETP0001 | Payment | 3/21/2024 | EFT01994 | GET PROGRAM | 232.00 |
| HELL0003 | Payment | 3/21/2024 | EFT01995 | HELLE, SUSAN | 179.00 |
| LITT0001 | Payment | 3/21/2024 | EFT01996 | LITTLE, JACLYN | 17.92 |
| SOFI0001 | Payment | 3/21/2024 | EFT01997 | SOFIE, CARL | 9.99 |
| STOE0001 | Payment | 3/21/2024 | EFT01998 | STOEL RIVES LLP | 2,646.50 |
| TEASCONF | Payment | 3/21/2024 | EFT01999 | TEAS, SARA | 1,119.80 |
| WASH0050 | Payment | 3/21/2024 | EFT02000 | WASHOUGAL ACUPUNCTURE AND MASSAGE | 710.00 |
| WPEA0001 | Payment | 3/21/2024 | EFT02001 | WPEA | 2,656.79 |
| WPEA0003 | Payment | 3/21/2024 | EFT02002 | WPEA UFCW | 2,197.48 |
| CAME0001 | Payment | 3/26/2024 | EFT02003 | CAMERON, BRENDA | 1,153.20 |
| CRAT0001 | Payment | 3/26/2024 | EFT02004 | CRATES POINT - COLUMBIA GORGE DISCOVERY CENTER | 250.00 |
| ERNS0003 | Payment | 3/26/2024 | EFT02005 | ERNST, NATHAN | 1,083.20 |
| KATH0001 | Payment | 3/26/2024 | EFT02006 | KATHY'S JANITORIAL - KATHLEEN L WHITNER | 1,224.00 |
| NORT0056 | Payment | 3/26/2024 | EFT02007 | NORTH PACIFIC MANAGEMENT | 12,155.00 |
| WASH0050 | Payment | 3/26/2024 | EFT02008 | WASHOUGAL ACUPUNCTURE AND MASSAGE | 300.00 |

Subtotal EFT's

102,004.30

| Vendor ID | Document Type | Document Date | Document Number | Vendor Name | Amount |
|-----------------------|---------------|---------------|-------------------|--------------------------------|-------------------|
| KAIS0005 | Payment | 3/6/2024 | 00000000000112932 | KAISER HSA | \$ 48.75 |
| KAIS0005 | Payment | 3/6/2024 | 00000000000112933 | KAISER HSA | 15,898.00 |
| WASH0013 | Payment | 3/6/2024 | 00000000000112934 | WASH DEPT OF RETIREMENT SYSTEM | 75,301.67 |
| WASH0013 | Payment | 3/6/2024 | 00000000000112935 | WASH DEPT OF RETIREMENT SYSTEM | 5,538.03 |
| WASH0007 | Payment | 3/28/2024 | 00000000000112936 | WASHINGTON DEPT OF REVENUE | 2,032.79 |
| WASH0013 | Payment | 3/26/2024 | 00000000000112937 | WASH DEPT OF RETIREMENT SYSTEM | 79,445.48 |
| WASH0013 | Payment | 3/26/2024 | 00000000000112938 | WASH DEPT OF RETIREMENT SYSTEM | 5,704.56 |
| ADP0001 | Payment | 3/26/2024 | 00000000000112939 | ADP | 4,814.26 |
| VISA0002 | Payment | 3/6/2024 | 00000000000112614 | FNBO Visa | 17,230.78 |
| VISA0002 | Payment | 3/26/2024 | 00000000000112614 | FNBO Visa | 24,790.55 |
| Subtotal ACH's | | | | | 230,804.87 |

| Vendor ID | Document Type | Document Date | Document Number | Vendor Name | Amount |
|----------------------------------|---------------|---------------|----------------------------|---------------------------|-------------------|
| ADP001 | Payment | 3/8/2024 | Payroll Pay Date 3.08.2024 | ADP-Net Payroll Wages | 333,562.74 |
| ADP001 | Payment | 3/8/2024 | Payroll Pay Date 3.08.2024 | ADP-Federal Payroll Taxes | 105,546.18 |
| ADP001 | Payment | 3/8/2024 | Payroll Pay Date 3.08.2024 | ADP-Oregon Payroll Taxes | 2,554.73 |
| ADP001 | Payment | 3/8/2024 | Payroll Pay Date 3.08.2024 | ADP-PFML Taxes | 3,525.70 |
| ADP001 | Payment | 3/8/2024 | Payroll Pay Date 3.08.2024 | ADP-WA Cares Fund Taxes | 2,612.73 |
| Subtotal - 1st Pay Period | | | | | 447,802.08 |

| | | | | | |
|----------------------------------|---------|-----------|----------------------------|---------------------------|-------------------|
| ADP001 | Payment | 3/25/2024 | Payroll Pay Date 3.25.2024 | ADP-Net Payroll Wages | 352,463.33 |
| ADP001 | Payment | 3/25/2024 | Payroll Pay Date 3.25.2024 | ADP-Federal Payroll Taxes | 115,183.15 |
| ADP001 | Payment | 3/25/2024 | Payroll Pay Date 3.25.2024 | ADP-Oregon Payroll Taxes | 2,879.01 |
| ADP001 | Payment | 3/25/2024 | Payroll Pay Date 3.25.2024 | ADP-PFML Taxes | 3,737.87 |
| ADP001 | Payment | 3/25/2024 | Payroll Pay Date 3.25.2024 | ADP-WA Cares Fund Taxes | 2,764.66 |
| ADP001 | Payment | 3/25/2024 | Payroll Pay Date 3.25.2024 | Other withholdings | 123.25 |
| Subtotal - 2nd Pay Period | | | | | 477,151.27 |

Total Payroll for Month

\$ 924,953.35

Total Monthly Payments for Approval

3,170,182.53



Organizational Report: Highlights from March 2024

The 2024 FVRL Bookmark Contest has concluded. We received over 2,500 entries, representing every library in the District. From left to right the winning entries include: K-1st Grade: Thatcher P. - La Center; 2nd - 3rd Grade: Young Z.-Three Creeks; 4th-5th Grade: Joelle S.-Battle Ground; 6th-8th Grade: Sophia M.-Three Creeks; 9th-12th Grade: Evan E. - Cascade Park.

Thank you to all our amazing sponsors in supporting this popular program.



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Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



The Homeschool Hangout at the **Battle Ground Community Library** had a surge in attendance this month with seven people coming in to chat and create an awesome Straws and Connectors construct.



Saturday Family Fun: Conscious Consumption, in partnership with Waste Connections and Clark County Green Schools was held at the **Cascade Park Community Library**. 34 people attended to get up close and personal with invertebrates like red worms, spiders and centipedes in a decomposer bingo game and participate in recycling relay stations.

Cascade Park has a very well attended drop-in art for preschoolers program. It's a great place to let the kids get messy and explore new mediums.

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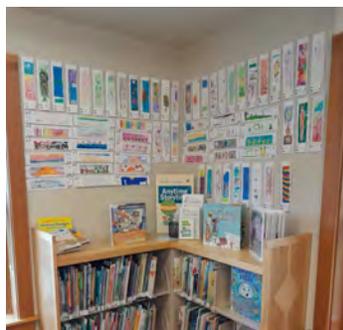
Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



Goldendale Community Library staff worked closely with the Klickitat School on an engaging program for Read Across America, celebrating Dr. Seuss's birthday. A regular patron stopped by the Goldendale library with his first daffodil of the season, just to say thank you and to express his gratitude for the library.



The **La Center Community Library** had over 200 bookmarks submitted and they are now on display in the Children's Area. The branch also completed the 3-part series on 3D printing and design. Erin & Eloyce from Garden Delights Herb Farm in Brush Prairie brought a great program called "Getting to Know your Herbs" to La Center. The attendees learned a lot about growing herbs and how to use them for a variety of purposes. The free seed packets they brought were a big hit with the crowd!



Ridgefield Community Library is gearing up for their new English Conversation Circle, which will be volunteer run. Staff continues to meet with the Ridgefield Heritage Society as they work together on the WA grant funded oral history project

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Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



“Pioneering Women.” Ridgefield staff worked with two Ridgefield Friends to create and implement a program for homeschoolers, but sadly there were no attendees. The branch will continue to try to reach the homeschooled families and hope for attendance next time.



Ridgefield had so many entries for the bookmark contest that they had to hang them up along the tops of the shelves around the entire library!

The Skamania County Bookmobile (BKS) continues its 23/24 school year routes. Hold activity appears to be increasing especially with educators and families.

The BKS continues to bring the library to the Fishing Access Sites. The bookmobile is at the Bonneville fishing site twice a month with a weekly stop at the White Salmon fishing site.



Stevenson Community Library staff is providing outreach services monthly at the Recovery Cafe, which is hosted at the United Methodist church in Stevenson.



The Stevenson’s Friends selected “Finding the Mother Tree” by Suzanne Simard as the Skamania County Reads title for May of 2024.

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Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



Stevenson bookmarks lined the windows.
The **Three Creeks Community Library** Homeschool Hangout was very successful, with 53 people attending the dooblebots (robot creation) program.



Three Creeks staff also participated in the STEM Day event at Pleasant Valley Primary School. Three Creeks has partnered with Skyview “Stormbots” Robotics Club over the past two years to provide STEM workshops for upper elementary and middle school youth. This month they informed us that they received the FIRST Robotics Chairman’s Impact Award. Their application featured the partnership between the Stormbots and FVRL and the work we did together to promote STEM and robotics education. This is their first time winning this award.

Three Creeks received ALA’s Thinking Money for Kids grant. We will receive the materials in late Summer of 2024 and plan on presenting five programs on financial literacy for children in late Fall of 2024 and throughout the year of 2025.

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Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



Two of the Security Guards at the **Vancouver Community Library**, Josh and Daniel received an award from the Vancouver Fire Department honoring people who saved lives last year. The award stems from an incident in which a patron was found lying on the floor, not breathing. Daniel and Josh, along with several other staff members worked collectively to save this man's life, while waiting for emergency services to arrive. We are very proud of our VA Security Guard Team and all staff who were involved.

Vancouver Community Library staff hosted "Stronger Together: A Small Business Networking Event" with Micro Enterprise Services of Oregon (MESO). Many in attendance told us that this was the first time they had visited our library! Staff also represented FVRLibraries at a business panel luncheon hosted by WSU-V's Carson College of Business.



The Vancouver Mall has opened their Little Free Library, which is a small event space used for library storytimes. The **Vancouver Mall Library** hosted a "grand opening story time" and then invited the children to the library for the craft activity.



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Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



The Mall also hosted the Steigerwad Lake Wildlife Refuge for an interesting and educational informational program about owls, including an owl pellet exploration.



The **Washougal Community Library** has been hosting a variety of well attended STEM related activities for families.



Women's History was the **White Salmon Valley Community Library** focus this month. The branch hosted a "Women Artists of the Gorge" art show, along with a reception that brought in over 120 people. Speakers from The Hood River Historical Museum, The Columbia Gorge Interpretive Center, and The MaryHill Art Museum shared stories of women who made a significant impact on our society, through fiber art, fashion, and textiles. There were 33 pieces of art and just like last year, 18 pieces from the show will be moving to the Interpretive Center in Steveson to be on display for April and May. White Salmon Valley also hosted The Barbie Movie as part of the Women's History Month celebrations. About 30 people attended, one brought her original Barbie in the box to show us. Pink popcorn and Girl Scout cookies were served, and two pairs of Birkenstocks were raffled off.

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Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



The Friends of the White Salmon Valley Community Library have chosen their book for the Community Reads. This year they have decided to provide both a fiction and a nonfiction book *Crow Talk* by Eileen Garvin (fiction) and *Gifts of the Crow* by Dr. John Marzluff. Garvin is local to Hood River and Marzluff is a professor at UW. Both will be speaking at our upcoming Community Reads Events.

The **Woodland Community Library** (new building) is on schedule and the community of Woodland can finally see the results of many years of waiting, planning and fundraising for the new library construction. The framing is giving a tangible shape to the space and design. We are getting daily comments about the visibility and excitement is growing.



The **Yacolt Express Library** welcomed over 2300 patrons for the month of March. Staff have continued the Wednesday and Friday craft workshops, and this month the theme was St Patrick's Day and rainbows. There were 145 participants this month.



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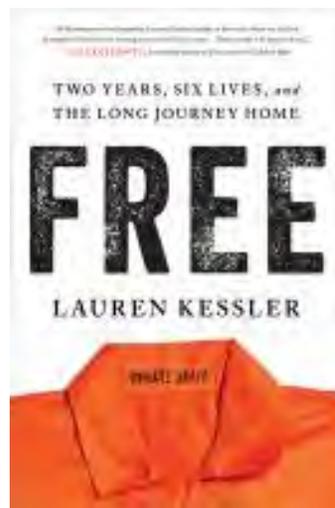
Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



Students from the local school visited the **Yale Valley Community Library** with their school librarian to learn about our library, browse and check out books.



The keystone event for **Revolutionary Reads 2024** will be at the Vancouver Community Library on April 17th, at 7:00pm. Each book discussion group throughout the District has read this year's title, *Free* by Lauren Kessler. We saw new attendees at most of the book discussion groups due to the popularity of the book. The event will also be streamed by CVTV.



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Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson, Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale

Patron Comments Received

March 18, 2024 – Goldendale

Your employee, Jennifer, helped me download and print my tax forms. These forms were for myself and three other family groups. Jennifer walked me thru the entire process from beginning to end. She was so helpful, pleasant, professional and patient with me. I am 70 years old and not very computer savvy. I think you should give her a raise! In fact, all the staff is helpful whenever I come in. Terra was also an absolute help to me! Such professional staff!

March 21, 2024 - Goldendale

I love the Goldendale Library! The staff is very helpful patient and professional. This library is a bright spot in our community. Keep up the good work!

March 24, 2024 – Goldendale

Goldendale is blessed to have such a wonderful library. Terra and her staff, Tony, Susan, Linda and the rest are hardworking, patient, and competent. They are kind and helpful to all, yet firm to keep the library a sanctuary for everyone. For those of us less computer literate they are knowledgeable and patient. The facility is always clean and ordered. Our town would be severely impacted were the library not here. It is a center of our community.

March 25, 2024 – Goldendale

Every time I come to the library it's such a good experience! All the librarians are so helpful and pleasant and I have observed that they treat everyone like that. I use the library a lot so I'm so grateful for such an awesome staff! Keep up the good work!

March 25, 2024 – Stevenson

Hi David, I just noticed that someone has (word) the East lawn and really cut back the ferns and Rhodes. The ground looks sterile! There is still the detritus from when the gulleys were cleared – it's the black stuff on the soil. The ground needs to be aerated and mulched – this is supposed to represent the understory of a forest, not a raked, sterile landscape! Can we hire Melissa Elliot, who is a landscape architect in White Salmon. Let me know if we need funding to get Melissa to evaluate our landscape. Thank you

March 26, 2024 - Goldendale

I want to tell you what an asset Tony is to this library. I've been coming here many years and Tony has helped me multiple times. He has helped me navigate on my computer (mostly helping with printing issues). He has answered numerous questions I've had regarding many things. I find him always cheerful and happy to help. For the longest time I called him Dave and he never seemed to mind. He is a great guy all around.

March 26, 2024 – Goldendale

Please come back with the craft kits for lilies and more are days.

Patron Comments Received

March 27, 2024 – Vancouver Mall

Hello I want to commend Megan W and Harry at the Mall Library to help and support me with an extremely frustrating situation with a system that is very user-unfriendly. I have high blood pressure and suffered a stroke already. Your computer system really contributes to frustration. I am not the only one.

March 28, 2024 - Goldendale

I love the Goldendale, WA library! All working there have been friendly, helpful and professional. Today, I was having an issue with the printer. Linda, noticed, and helped me right way without me having to ask. She is proactive! Great service!! Thank you!!

March 28, 2024 – Three Creeks

Andy was so patient and so knowledgeable and he didn't mind my potty mouth, er...maybe he did! 😊

March 30, 2024 – Goldendale

Today I had a project on the computer that I knew I would have to ask for help. Jennifer was at the desk and when I asked if she could help me, she greeted me with a SMILE and said she would be happy to. Before long, we need additional help and then Linda gave us extra ideas. We used Excel which I have no experience. We finished all my project and I am very pleased with the outcome. A third lady also contributed; her name is Susan. Those beautiful ladies are NOT in competition with each other, but sincerely listen to each other and work out the best solution! Any company would love to have this expertise and communication on their staff.

April 1, 2024 – Goldendale

Re Christy: She has helped me twice during "first Monday Tech Advice" in Goldendale She was very patient and knowledgeable each time. This program has allowed me to get back on the internet after an absence of several years. It's a very valuable program, especially for seniors such as myself. Kudos to those who devised "Tech Advice" and to Christy in particular.

April 2, 2024 – Goldendale

Many thanks to our Goldendale staff. They are so helpful. Tony you are always so kind and considerate! Early hours on Tuesday and Thursdays are appreciated. We could use some new western paperbacks for our western shelf area. Such a nice library for our little town.

April 3, 2024 – Goldendale

Very good service with help on computer.

April 4, 2024 – Three Creeks

Great staff and good work.

Patron Comments Received

April 6, 2024

Again, the Goldendale Library has many marvelous staff members! I was in the library earlier in the week and was having issues with the printer. Terra quickly came to my rescue. But that is not all. On Friday, April 5, 2024 a game night was held at our local Grange building. I went and had a lot of fun with other families I did not know. This was wonderful! As you know Dr. Norman Cousins healed a lot of cancer cases with fun and laughter! And guess who was spearheading the event? You guessed it, Terra! Thank you for having such a loving and dedicated people here at our library!

April 8, 2024 – Goldendale

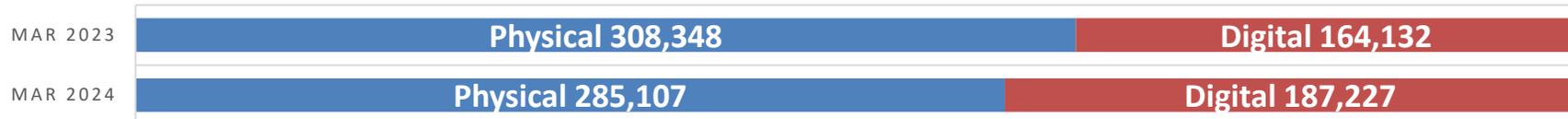
My grand daughter and I come here once a week to color, play with the toys and check out a book or DVD. This weekly refuel is a treasure and the Goldendale library is a wonderful place to bring her. Thank you!

March 2024 – Total Circulation and Visitors

| Location | March 2024 | | March 2023 | | Change | |
|----------------------------|----------------|----------------|----------------|----------------|---------------|---------------|
| | Total Circ | Visitors | Total Circ | Visitors | Total Circ | Visitors |
| Battle Ground | 42,868 | 11,751 | 46,699 | 12,134 | -8.20% | -3.16% |
| Cascade Park | 62,939 | 23,194 | 67,240 | 24,489 | -6.40% | -5.29% |
| Goldendale | 6,132 | 3,628 | 7,391 | 3,825 | -17.03% | -5.15% |
| Klickitat Bookmobile | 951 | 594 | 1,317 | 703 | -27.79% | -15.50% |
| La Center | 5,451 | 2,208 | 6,334 | 2,666 | -13.94% | -17.18% |
| North Bonneville | 202 | 48 | 515 | 108 | -60.78% | -55.56% |
| Ridgefield | 10,038 | 6,080 | 10,434 | 5,825 | -3.80% | 4.38% |
| Skamania Bookmobile | 977 | 563 | 1,123 | 661 | -13.00% | -14.83% |
| Stevenson | 4,555 | 3,483 | 5,112 | 3,574 | -10.90% | -2.55% |
| Three Creeks | 44,292 | 13,298 | 50,736 | 12,819 | -12.70% | 3.74% |
| Vancouver | 66,261 | 31,131 | 64,226 | 29,109 | 3.17% | 6.95% |
| Vancouver Mall | 9,834 | 6,427 | 12,294 | 6,601 | -20.01% | -2.64% |
| Washougal | 7,990 | 4,178 | 8,739 | 4,074 | -8.57% | 2.55% |
| Woodland | 5,153 | 2,706 | 5,795 | 3,072 | -11.08% | -11.91% |
| White Salmon Valley | 9,588 | 7,518 | 11,169 | 7,588 | -14.16% | -0.92% |
| Yacolt | 5,223 | 2,366 | 5,606 | 2,244 | -6.83% | 5.44% |
| Yale Valley | 840 | 790 | 1,185 | 631 | -29.11% | 25.20% |
| Green Mountain | 230 | No Visitors | 197 | No Visitors | 16.75% | No Visitors |
| Books by Mail | 1,218 | No Visitors | 1,520 | No Visitors | -19.87% | No Visitors |
| Operations Center | 365 | No Visitors | 716 | No Visitors | -49.02% | No Visitors |
| Location Total | 285,107 | 119,963 | 308,348 | 120,123 | -7.54% | -0.13% |
| Digital Collections | 187,227 | | 164,132 | | 14.07% | |
| Grand Total | 472,334 | | 472,480 | | -0.03% | |

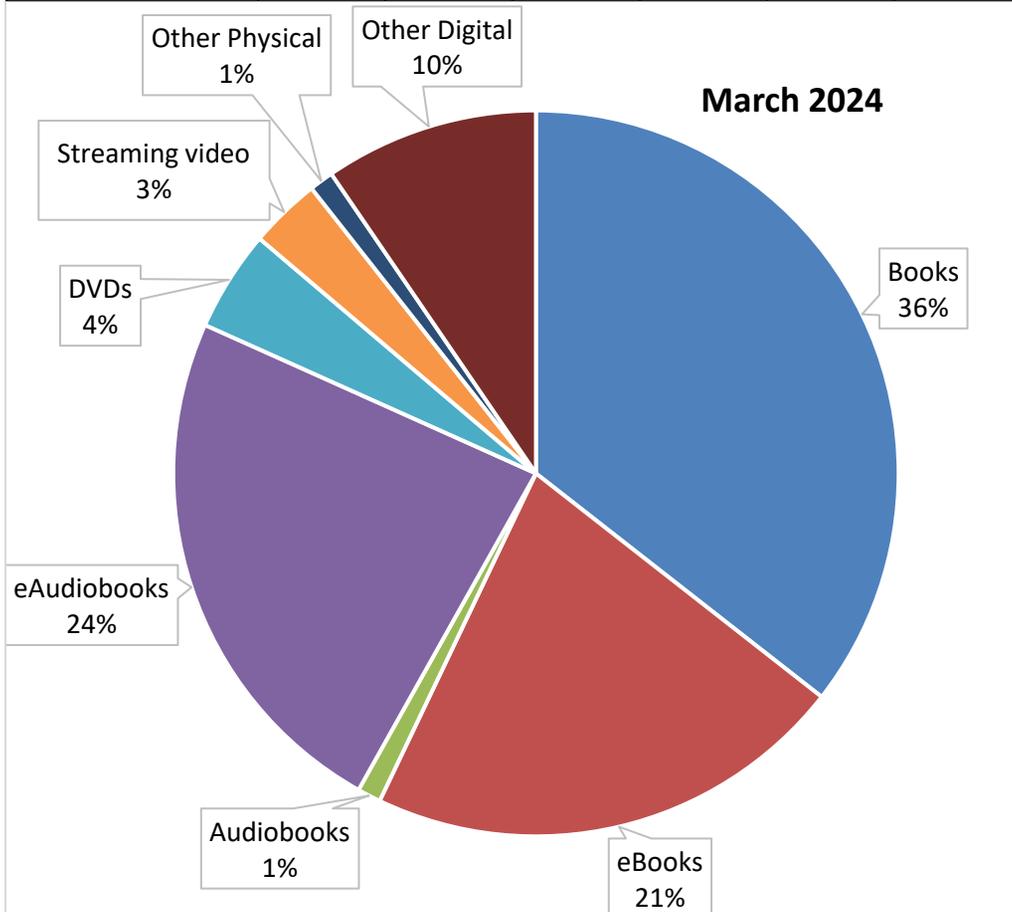
March 2024

Total Circulation

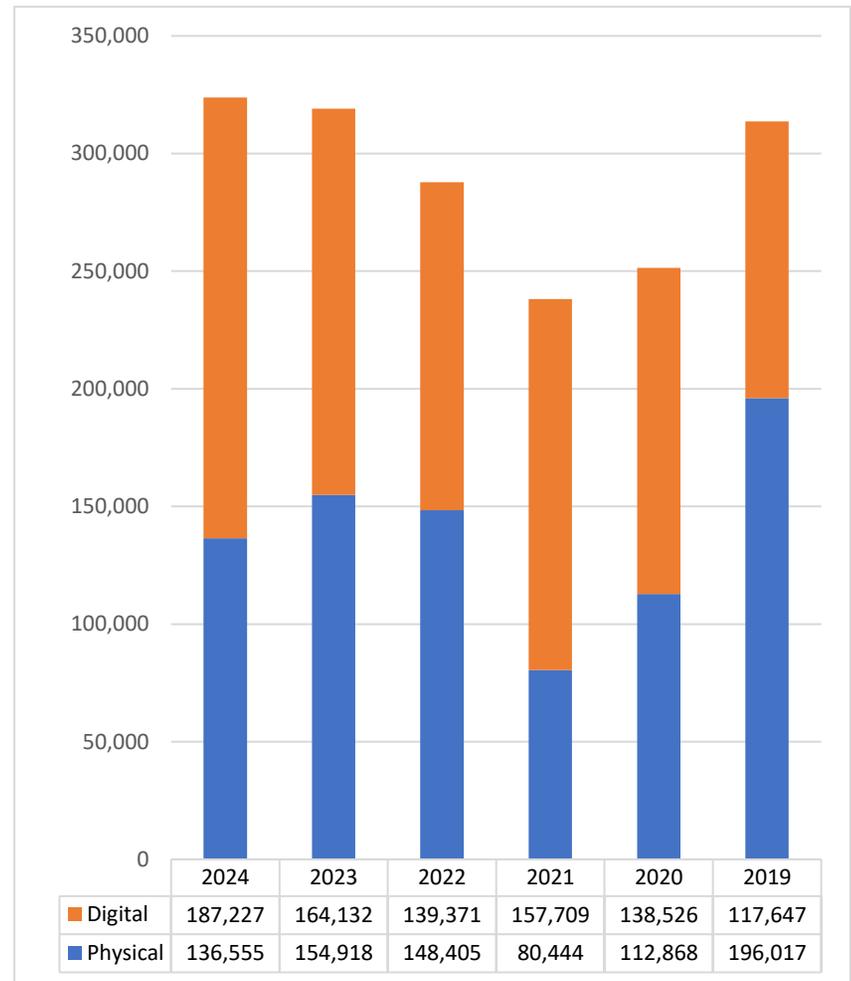


Collection Use – March 2024 Checkouts by Item Format

| Categories | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 |
|-----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Books | 115,130 | 130,148 | 123,585 | 68,448 | 87,051 | 147,595 |
| eBooks | 69,725 | 65,014 | 56,135 | 64,984 | 58,250 | 51,330 |
| Audiobooks | 3,381 | 4,228 | 4,452 | 2,376 | 4,455 | 8,269 |
| eAudiobooks | 76,313 | 66,171 | 53,928 | 55,874 | 45,526 | 37,608 |
| DVDs | 14,557 | 16,481 | 16,425 | 8,367 | 18,244 | 34,444 |
| Streaming video | 10,283 | 8,876 | 8,086 | 9,622 | 8,742 | 3,739 |
| Other Physical | 3,487 | 4,061 | 3,943 | 1,253 | 3,118 | 5,709 |
| Other Digital | 30,906 | 24,071 | 21,222 | 27,229 | 26,008 | 24,970 |
| Totals | 323,782 | 319,050 | 287,776 | 238,153 | 251,394 | 313,664 |



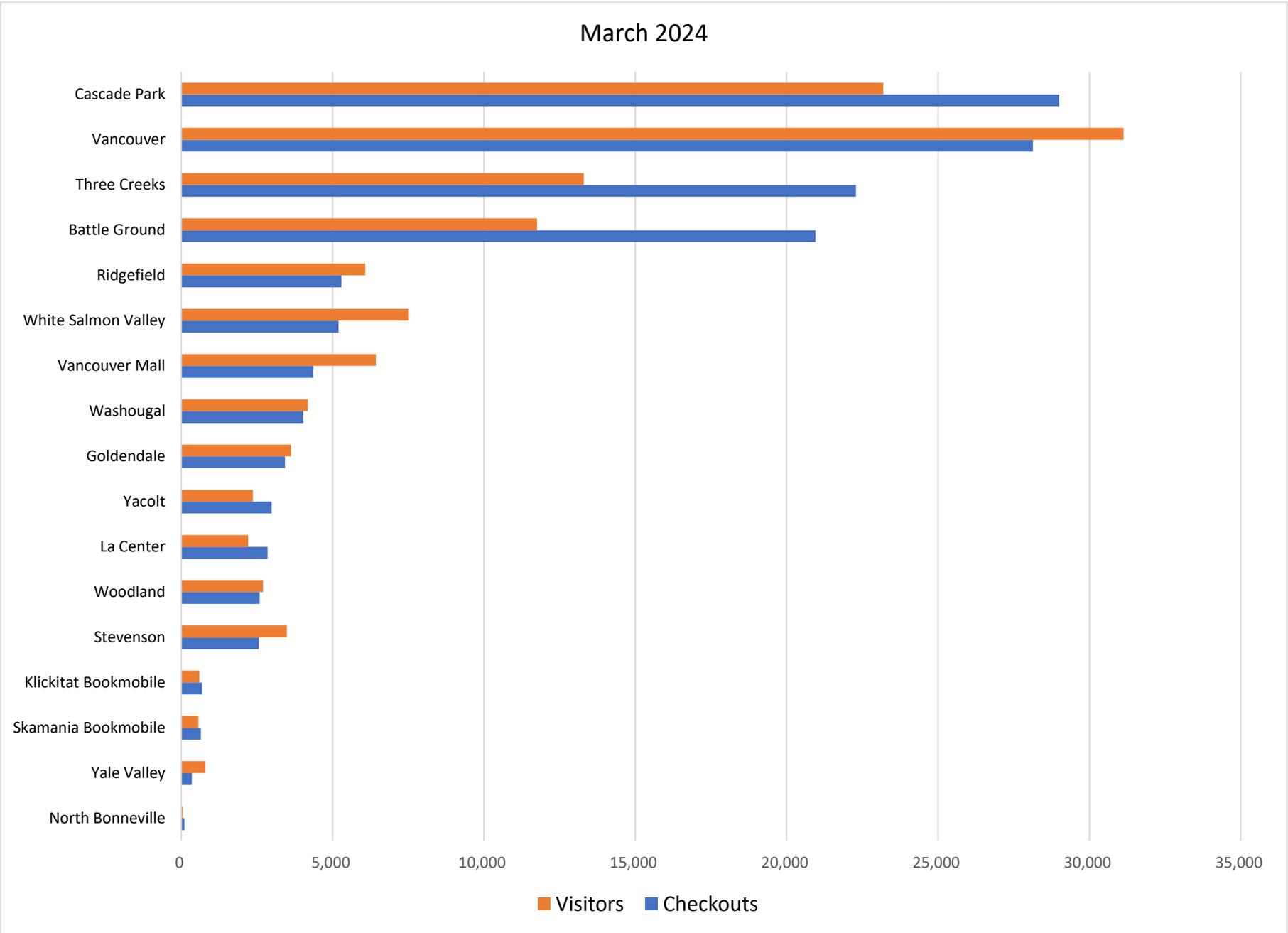
Physical & Digital Collection Checkouts 2019-2024



Other Physical includes magazines, games, kits, music, Chromebooks, and miscellaneous items.

Other Digital includes magazines and streaming music.

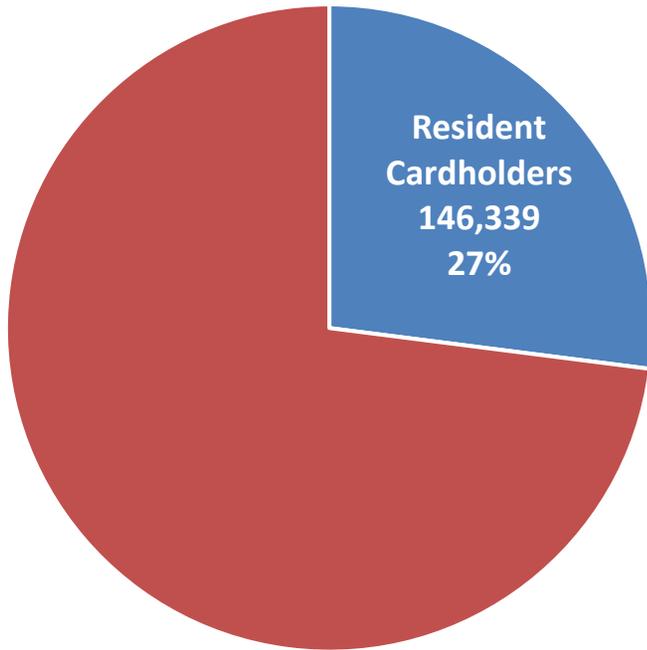
March 2024 – Library Activity: Checkouts and Visitors by Library



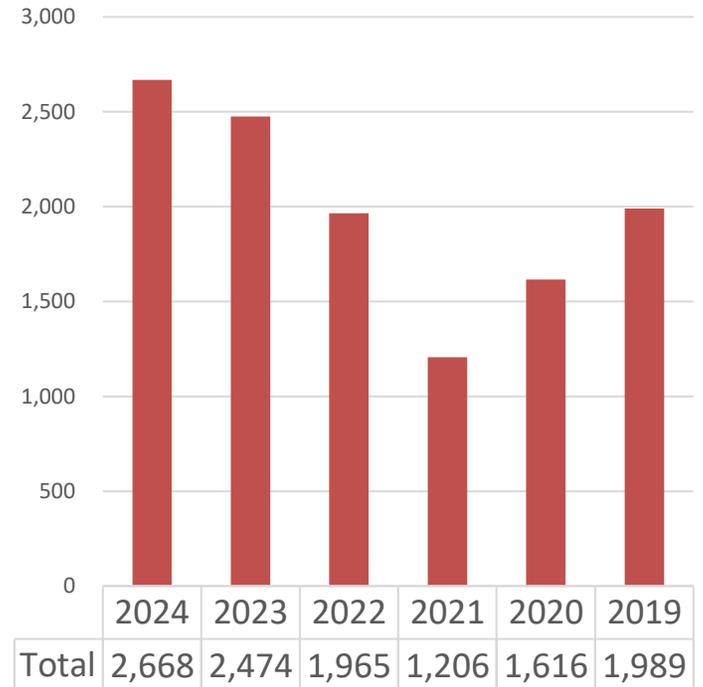
March 2024-Cardholders, Programs, and Tech Use

Population Served - 541,715

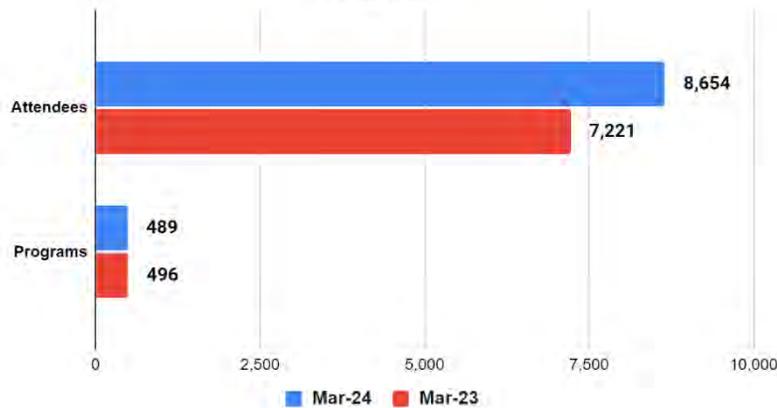
Washington State Office of Financial Management (4/1/2023)



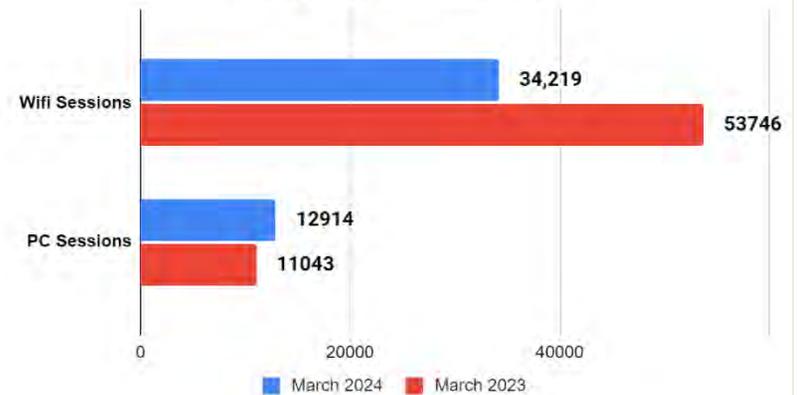
New Accounts Added in March



Programs

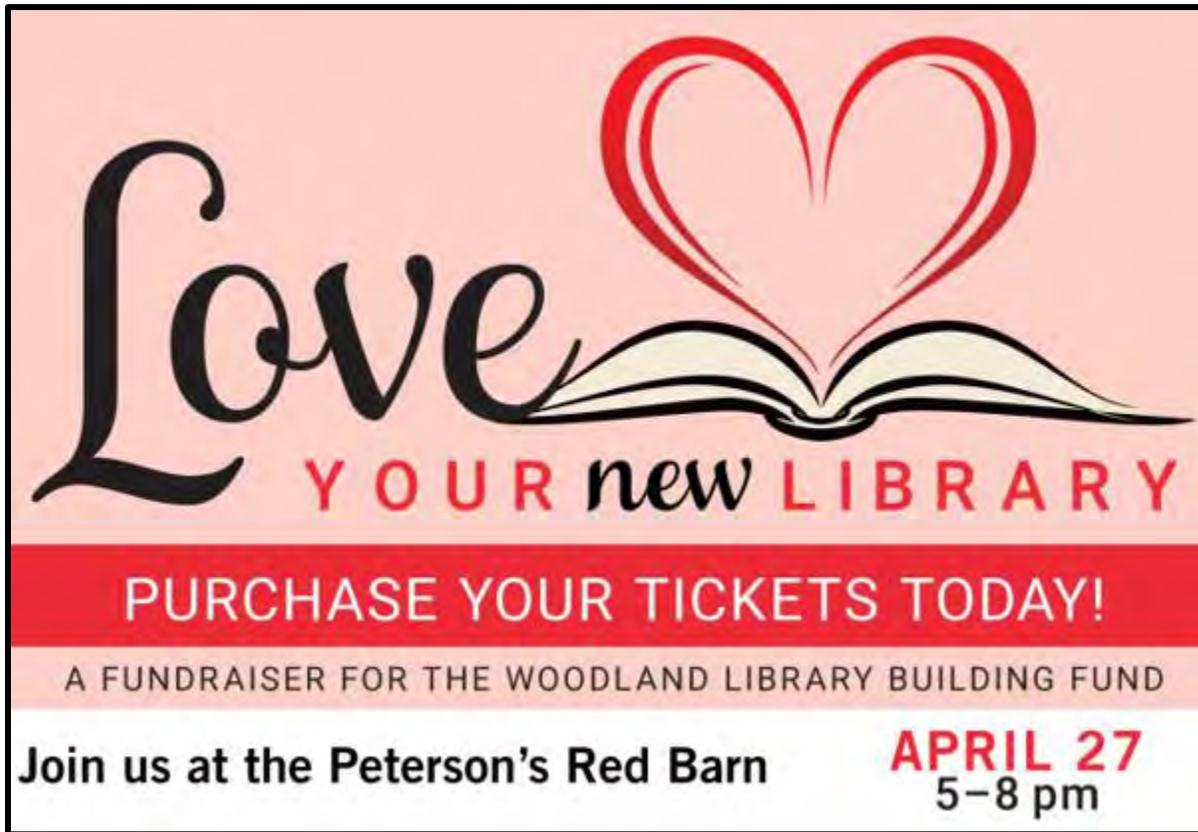


Computer and Wifi Use





Foundation Update



The Love Your Library fundraiser to benefit the Woodland Library Building Fund is back! Join us on April 27 from 5:00–8:00 p.m. at Peterson's Red Barn in Woodland. There will be a buffet-style dinner and desserts, live music, silent and live auctions, and more. Tickets are \$60 each—get them now at loveyourlibrary2024.eventbrite.com!

Great News!

- During the month of March, the Friends of Woodland Community Library's investment account increased by \$11,872 strictly due to earnings and dividends.
- The Foundation received a donation for the new Woodland Community Library sign in the amount of \$5,000.
- The Beaches Give Back fundraiser earned a record-breaking \$4,850 for the Foundation—thank you to everyone who joined us at this great event!
- The Foundation's partnership with ThriftBooks generated \$1,548 in revenue in March from online sales of used books.

Upcoming Events

Thursday, April 11

FVRL Foundation Board Meeting

FVRL Foundation Office
3:00pm–4:00pm

Saturday, April 13

FVRLibraries Friends Fair

Generations Church,
14313 NE 20th Ave Suite A104,
Vancouver
9:15am–1:00pm

Monday, April 15

FVRL Trustee Meeting

Hybrid: Washougal Community
Center and Zoom
6:00pm–8:00pm

Saturday, April 27

Love Your Library Fundraiser

Peterson's Red Barn,
1605 Caples Rd, Woodland
5:00pm–8:00pm

Monday, May 20

FVRL Trustee Meeting

Hybrid: Stevenson Community
Library and Zoom
6:00pm–8:00pm

Thursday, May 23

FVRL Foundation Board Meeting

FVRL Foundation Office
3:00pm–4:00pm

Building Campaigns and Cornerstone Pledges

Washougal has 45 Cornerstones,
2 Stepping Stones, 3 Keystones,
1 Capstone, and
1 naming opportunity.

Woodland has 35 Cornerstones,
5 Stepping Stones, 8 Keystones,
6 Capstones, and
9 naming opportunities.

**Please note: some Cornerstones have
graduated to Stepping Stones, which is why
some Cornerstone totals have decreased.*

How Board Members Can Help

–Spread the word about the Fred
Meyer Rewards program:
fredmeyer.com/i/community/community-rewards

Friends Fair is Back!

FVRL Foundation is hosting this educational opportunity for FVRLibraries Friends groups to get together, learn, and celebrate. This year's event will take place on **Saturday, April 13** at Generations Church, 14313 NE 20th Ave Suite A104, Vancouver WA 98686, 9:15 a.m. to 1:00 p.m.



Upcoming Book Sales

Vancouver Friends Book Sale:

Saturday, April 20 – Saturday, April 27,
Vancouver Community Library,
11:30am–4:30pm every day

La Center Friends Pop Up Sale:

Saturday, April 20,
La Center Community Library,
10:00am–2:00pm

Goldendale Friends Book Sale:

Monday and Tuesday, April 29–30,
Goldendale Community Library,
1:00pm–7:00pm Monday,
9:00am–4:00pm Tuesday

White Salmon Valley Friends Book Sale:

Friday, May 3 – Sunday, May 5,
White Salmon Valley Community Library,
10:00am–5:30pm Friday and Saturday,
Bag sale 11:00am–2:00pm Sunday



CHILDRENS JUSTICE CENTER

Children's Justice Center, libraries join forces for Child Abuse Prevention Month

Published Date: Thu, 03/28/2024 - 11:15 AM

Several events planned for April, an awareness walk scheduled for June

The Arthur D. Curtis Justice Center will partner with Fort Vancouver Regional Libraries to host a series of events recognizing April as Child Abuse Prevention Month.

FVRLibraries will have displays and children's book lists to provide parents with resources to get kids more aware of their own safety. CJC employees will be on hand during story time sessions at several libraries to answer questions and provide resources regarding child safety. A complete list of the sessions is available on the FVRLibraries website.

Officer Rob Givens with the Vancouver Police Department on April 15 will give a presentation for parents on the reality of cybercrimes against children and will provide tips on keeping children safe online. The presentation will be 6:30-7:30 pm at the Cascade Park Community Library, 600 NE 136th Ave. Officer Givens has been attached to VPD's Digital Evidence Cybercrime Unit for almost 10 years. Parents can attend in person or online. More information is available [here](#).

To further awareness, CJC encourages everyone to Wear Blue 4 Kids on April 5 in recognition of the month and post pictures or selfies on social media using the hashtag #wearblue4kids.

"We want everyone to save the date for CJC's Awareness Walk and Learn on Saturday, June 23 at Fort Vancouver," said Amy Russell, Director of the Children's Justice Center. "The walk will be 9-11 am and will be a free, family friendly event with activities designed to help keep kids safe."

CONTACT:

Amy Russell, Director, Arthur D. Curtis Children's Justice Center
564.397.6002, amy.russell@clark.wa.gov



Washougal Community Library

Board Presentation April 15, 2024

Built in 1981

Square footage: 2,300

Staff: 2 FT, 4 PT

2023 Circulation:
97,042

Visits to library:
49,296

Programs attended:

- 161 programs
- 3431 people



Staff

Linda, Mitch, Tanya, Traci, Tré, & Zoe
(& many wonderful subs!)



Friends of Washougal Community Library





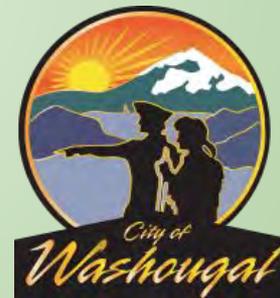
Outreach

- Senior Living Community
- Teen Book Talks with Triple Point
- Schools
- Recovery Cafe
- Multicultural Family Nights
- Harvest & Hello Spring Festival!
- WACA Arts Festival

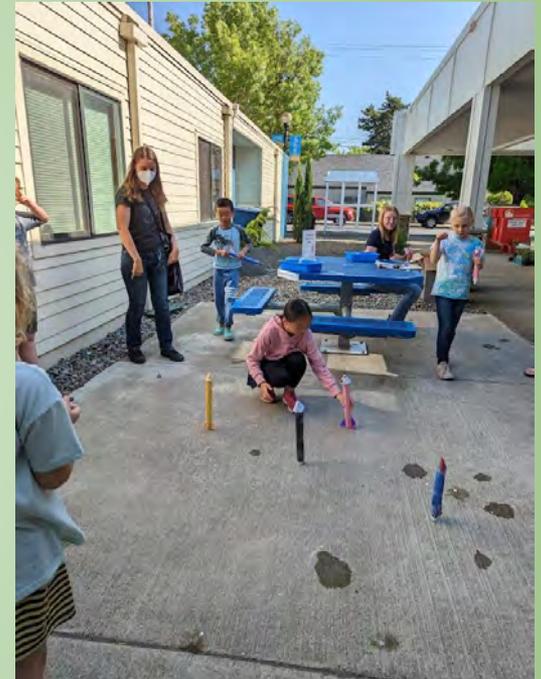


Partnerships

- Meals on Wheels
- Washougal School District
- City of Washougal
- 54° 40' Book Club
- Unite Washougal



CONNECTIONS AND PROGRAMS







Thank you!

Questions?



Fort Vancouver Regional Library District
Statement of Cash
For the Month Ending February 2024 (With year-to-date totals)

| | |
|---------------------------------------|------------------------------------|
| December 31, 2023 Ending Cash Balance | 19,056,296 |
| Year-to-date Revenue Received | 683,456 |
| Year-to-date Expenditures | (4,904,781) |
| Adjustment for accrued expenditures | 218,102.00 |
| Cash Balance February 29, 2024 | <u><u>\$ 15,053,073</u></u> |

| | Operational Reservices as of January 1, 2024 | Net Operational Activity February 2024 | Year-to-Date Totals thru February 2024 | Operational Reserves as of February 29, 2024 |
|---|--|--|--|--|
| Operational Reserve (Unassigned) | <u>\$ 8,315,870</u> | <u>(3,662,440)</u> | <u>(3,662,440)</u> | <u>\$ 4,653,430</u> |
| Target: Operational Fund > 60 to 90 days of annual operational budget | | | | |

| | Reserves as of January 1, 2024 | February 2024 Expenditures | Year-to-Date Totals thru February 2024 | Cash Reserves at February 29 2024 |
|---|--------------------------------|----------------------------|--|-----------------------------------|
| Obj 1 - Capital repairs and maintenance | \$ 750,000 | \$ - | \$ - | \$ 750,000 |
| Obj 2 - Replacement Vehicles | 98,380 | - | - | 98,380 |
| Obj 3 - Capital Projects | | | | |
| Washougal | 2,992,678 | - | - | 2,992,678 |
| Woodland | 3,521,932 | - | (340,783) | 3,181,149 |
| Grand Blvd Remodel | 893,604 | - | - | 893,604 |
| Brush Prairie | 500,000 | - | - | 500,000 |
| Unassigned Capital | 19,306 | - | - | 19,306 |
| Obj 4 - Innovation | 100,000 | - | - | 100,000 |
| Obj 5 - Budget Stabilization Fund | 1,864,526 | - | - | 1,864,526 |
| Cash Reserve Fund Expense Total | <u>\$ 10,740,426</u> | <u>\$ -</u> | <u>\$ (340,783)</u> | <u>\$ 10,399,643</u> |

| | Beginning January 1, 2024 | Ending February 29, 2024 |
|-----------------------------|------------------------------------|------------------------------------|
| Overall Cash Balance | <u><u>\$ 19,056,296</u></u> | <u><u>\$ 15,053,073</u></u> |

Fort Vancouver Regional Library District
Statement Of Revenue - Calendar Year 2024
For the Month Ending February 2024 (With year-to-date totals)

| | 2024 Budget (Adopted 12/2023) | February 2024 Revenues | Year-to-Date Totals thru February 2024 | Year - to - Date Annual Budget Percent |
|--|----------------------------------|---------------------------|--|--|
| Property Taxes | | | | |
| 311.10.1 Property Taxes - Clark | 26,100,000 | 442,136 | 487,334 | 1.87% |
| 311.10.1 Property Taxes - Skamania | 715,000 | 6,063 | 6,063 | 0.85% |
| 311.10.1 Property Taxes - Klickitat | 1,360,000 | - | 40,009 | 2.94% |
| 311.10.1 Property Taxes - Cowlitz | 325,000 | 1,752 | 2,450 | 0.75% |
| Total Property Taxes | 28,500,000 | 449,952 | 535,855 | 1.88% |
| Other Taxes | | | | |
| 312.10. Other General Tax | 25,000 | 517 | 517 | 2.07% |
| 318.20 Leasehold Excise Tax | 95,000 | 30,902 | 30,902 | 32.53% |
| Total Other Taxes | 120,000 | 31,418 | 31,418 | 26.18% |
| Intergovernmental, Grants & Contracts | | | | |
| 332.00 Federal in-lieu of Taxes | 25,000 | - | - | 0.00% |
| 335.05 State Forest Boards | 50,000 | 6,413 | 7,908 | 15.82% |
| 333.00 State Grants | 25,000 | - | - | - |
| 338.7 Yale Valley Library Dist | 185,000 | - | - | 0.00% |
| 338.72 Contracts - Clark County Jail | 500 | - | - | 0.00% |
| Total Intergovernmental, Grants & Contracts | 285,500 | 6,413 | 7,908 | 2.77% |
| Charges for Services | | | | |
| 341.60 Equipment Use Fees | 40,000 | 4,109 | 6,433 | 16.08% |
| 347.21 Non-Resident Borrower Fee | 8,000 | 266 | 1,630 | 20.37% |
| 347.90 Lost / Damaged Material Fee | 32,000 | 1,934 | 6,945 | 21.70% |
| Total Charges for Services | 80,000 | 6,308 | 15,007 | 18.76% |
| Miscellaneous | | | | |
| 361.11 Investment Interest | 400,000 | 43,525 | 88,273 | 22.07% |
| 362.00 Rental Income | 2,000 | 500 | 500 | 25.00% |
| 367.10 Gifts/Contributions | 10,000 | (60) | 41 | 0.41% |
| 369.90 Library Friends Groups' Reimbursements | 600,000 | 1,525 | 1,525 | 0.25% |
| 369.90 Library Foundation Reimbursements | 2,500,000 | 80 | 80 | 0.00% |
| 369.40 Insurance Reimbursements | 2,500 | - | - | 0.00% |
| 369.90 Miscellaneous | 2,500 | (381) | 156 | 6.23% |
| 367.1 Private Grants | 50,000 | - | - | 0.00% |
| 369.90 Other Miscellaneous - E-Rate | 120,000 | - | - | 0.00% |
| 395.00 Sale of Assets | 10,000 | 2,407 | 2,693 | 26.93% |
| Total Miscellaneous | 3,697,000 | 47,597 | 93,268 | 2.52% |
| Total Operating Revenue | \$ 32,682,500 | 541,688 | 683,456 | 2.09% |
| Use of Cash Reserves | \$ 4,000,000 | - | 340,783 | 8.52% |

Jan.-Dec. 2024 Fiscal Year

February is the 2nd month of the fiscal year. Year-to-date budget percentages should be at 16.67%, representing 2/12 months.

Fort Vancouver Regional Library District

Statement of Expenses - Calendar Year 2024

For the Month Ended February 2024

| <u>Bars</u> | <u>Description</u> | 2024 Budget (Adopted 12/2023) | February 2024 Expenditures | Year-to-Date Totals thru February 2024 | Year to Date Annual Budget Percentage |
|--------------------------------------|--|-------------------------------------|-------------------------------|--|---|
| Personnel | | | | | |
| 572.10 | Wages | \$ 13,323,750 | \$ 1,065,820 | \$ 2,129,896 | 15.99% |
| 572.24 | Benefit - Medical | 2,622,000 | 197,600 | 401,892 | 15.33% |
| 572.24 | Benefit - Dental | 249,600 | 20,080 | 41,160 | 16.49% |
| 572.24 | Benefit - Life, LTD, AD&D | 78,750 | 12,330 | 24,786 | 31.47% |
| 572.22 | Benefit - PERS | 1,337,972 | 98,866 | 197,355 | 14.75% |
| 572.21 | Benefit - FICA | 1,019,267 | 79,805 | 159,495 | 15.65% |
| 572.25 | Benefit - L & I - Workers Compensation | 101,000 | 6,404 | 11,849 | 11.73% |
| 572.25 | Benefit - PFML | 29,035 | 2,254 | 4,504 | 15.51% |
| 572.28 | Unemployment Expense | 10,001 | 909 | 909 | 9.09% |
| | Personnel Subtotal: | 18,771,375 | 1,484,068 | 2,971,847 | 15.83% |
| Supplies | | | | | |
| 572.30 | Supplies | 458,000 | 29,985 | 54,495 | 11.90% |
| 572.35 | Small Equipment (FF&E) | 250,000 | 3,014 | 4,627 | 1.85% |
| 572.38 | Technology | 462,000 | 87,819 | 91,773 | 19.86% |
| 572.33 | Professional Collection / Tech | 300,000 | 17,623 | 62,347 | 20.78% |
| | Supplies & Small Equipmt/Tech Subtotal: | 1,470,000 | 138,441 | 213,241 | 14.51% |
| Library Books / Materials | | | | | |
| 572.34 | Library Books & Materials | 1,823,500 | 110,724 | 288,246 | 15.81% |
| 572.39 | Electronic Resources | 1,896,500 | 184,014 | 370,768 | 19.55% |
| | Library Materials Subtotal: | 3,720,000 | 294,738 | 659,013 | 17.72% |
| Other Services / Charges | | | | | |
| 572.41 | Professional Services | 2,080,000 | 196,177 | 253,113 | 12.17% |
| 572.42 | Communications | 428,200 | 33,125 | 58,007 | 13.55% |
| 572.43 | Training / Travel | 108,000 | 15,680 | 22,506 | 20.84% |
| 572.44 | Advertising | 30,000 | 1,158 | 1,482 | 4.94% |
| 572.45 | Rentals / Leases | 576,800 | 61,854 | 95,457 | 16.55% |
| 572.46 | Insurance | 255,000 | 1,432 | 24,247 | 9.51% |
| 572.47 | Utilities | 469,000 | 40,028 | 75,752 | 16.15% |
| 572.48 | Repairs & Maintenance | 887,400 | 37,261 | 157,838 | 17.79% |
| 572.49 | Misc / Dues / Printing / Other | 165,388 | 14,269 | 31,169 | 18.85% |
| 572.50 | Intergovernmental Services | 3,676 | 100 | 325 | 8.84% |
| | Other Charges & Services Subtotal: | 5,003,464 | 401,083 | 719,896 | 14.39% |
| Capital Outlay | | | | | |
| 594.62 | Buildings / Non-Owned | 250,000 | - | - | 0.00% |
| 594.62 | Buildings / Owned | 3,327,261 | - | - | 0.00% |
| 595.62 | Yale | 40,400 | - | - | 0.00% |
| 594.64 | Machinery & Equipment | 100,000 | - | - | 0.00% |
| | Capital Outlay Subtotal: | 3,717,661 | - | - | 0.00% |
| Total Operating Expenditures: | | 32,682,500 | 2,318,329 | 4,563,998 | 13.96% |
| Total Reserved Projects | | 4,000,000 | - | 340,783 | 8.52% |
| Grand Total All Expenditures: | | \$ 32,682,500 | \$ 2,318,329 | \$ 4,904,781 | 15.01% |

February is the 2nd month of the fiscal year.
Year-to-date budget percentages should be at
16.67%, representing 2/12 months.



FVRLibraries

VOLUNTEERS

We VALUE their time!



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

In 2023....

687 Volunteers gave 20,384 hours to help libraries!

- Battle Ground = 54 volunteers gave 2,292.5 hours
- Cascade Park = 76 volunteers gave 2,970.25 hours
- Goldendale = 22 volunteers gave 893.75 hours
- LaCenter = 15 volunteers gave 734.5 hours
- Ridgefield = 39 volunteers gave 934 hours
- Stevenson = 21 volunteers gave 2,110 hours
- Three Creeks = 70 volunteers gave 1231.5 hours
- Vancouver = 53 volunteers gave 2609.5 hours
- Vancouver Mall = 7 volunteers gave 265.5 hours
- Washougal = 17 volunteers gave 379.5 hours
- White Salmon = 57 volunteers gave 1,091.25 hours
- Woodland = 15 volunteered gave 2,298 hours
- Yacolt = 15 volunteers gave 430.5 hours
- Yale Valley = 6 volunteers gave 50 hours
- Operation Center = 182 volunteers gave 1,803 hours
- Library Board = 7 volunteers gave 97.5 hours
- Library Foundation = 31 volunteers gave 192.75 hours



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

NEWSPAPER FEATURES FVRL Volunteers



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

AWARD WINNING FVRL VOLUNTEERS



ONBOARDING VOLUNTEERS

1. All applicants complete a Volunteer Application (we review for placement).
2. Adult applicants 18 & older, considered for placement, complete a background check.
3. Ongoing volunteers meet with the Volunteer Coordinator for an Orientation to learning more about FVRL.
4. Volunteers also receive a handbook at the orientation or can review the copy on our website.
5. Volunteers are matched up with an opportunity and provided training.

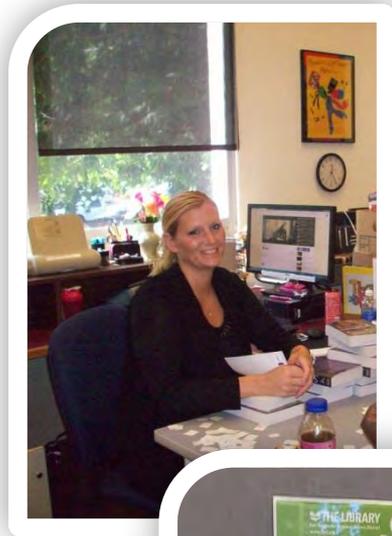


FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

We have MANY opportunities for volunteers @ FVRL Libraries...

Helping with Outreach:

- AMBASSADORS FOR GROW A READER
- STICKERING OUTREACH BOOKS
- HOMEMADE CARDS FOR SENIORS IN CARE FACILITIES, MEALS ON WHEELS, VETERANS & WOMEN IN SHELTERS



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

We have **MANY** opportunities for volunteers @ **FVRL Libraries**...

Leading or
helping with
Programs:



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

We have MANY opportunities for volunteers @ FVRL Libraries...

Helping at Special Events:



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

We have MANY opportunities for volunteers @ FVRL Libraries...

Office work:



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

We have MANY opportunities for volunteers @ FVRL Libraries...

Fundraising:



DINNERS



RAFFLES



BOOK STORES



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

We have **MANY** opportunities for volunteers @ FVRL Libraries...



Special Projects:



We have **MANY** opportunities for volunteers @ **FVRL Libraries...**

Decision Making by our boards
(Library, Specialty & Foundation):

Thank YOU for your time!!



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

COMMUNITY PARTNERSHIPS

WE WORK WITH MANY.... Volunteer Services is part of the OCP Division...

HERE ARE A FEW EXAMPLES:

Tax Assistance

Businesses

Service organizations

Vocational training programs

Workforce development



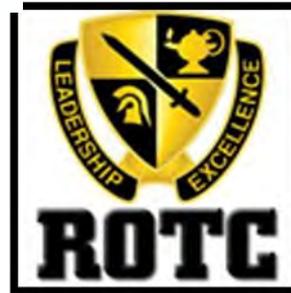
FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

We have MANY Community Partners...

For Internships & Service Clubs:



Evergreen Public Schools



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

We have MANY Community Partners...

For Programming & Fundraising:



We have MANY Community Partners...

For Work Experience:



We have MANY Community Partners...

For Group Projects (Community Days of Service):



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

HAPPY GLOBAL VOLUNTEER MONTH (APRIL) & NATIONAL VOLUNTEER WEEK (4/21-4/27)

YOU ARE INVITED TO ATTEND LOCAL
PROCLAMATIONS IN OUR AREA:

Tuesday, 4/9 - **Skamania County** at 9:30 am
@Skamania County Courthouse - 240 NW Vancouver
(basement - Commissioner Meeting Room) - Stevenson, WA

Tuesday, 4/9 - **Klickitat County** at 1:30 pm
@Klickitat County Building (by courthouse) -
115 W. Court Room
(Room #200 - Commissioner Meeting Room) - Goldendale, WA

Monday, 4/22 - **Vancouver** at 6:15 pm
@Vancouver's City Hall - 415 West 6th Street
(2nd floor - Mayor & Council Meeting Room) - Vancouver, WA

Tuesday, 4/23 - **Clark County** at 9:45 am
@the Clark County Service Building - 1300 Franklin
(6th Floor - Commissioners Hearing Room) - Vancouver, WA



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FORT VANCOUVER REGIONAL LIBRARIES

WE WILL ALSO HONOR OUR FVRL VOLUNTEERS @ OUR FALL APPRECIATION RECEPTIONS... YOU'RE INVITED!



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

THANK YOU LIBRARY VOLUNTEERS & SUPPORTERS!



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FORT VANCOUVER REGIONAL LIBRARIES

**RECOMMENDATIONS FOR ASSIGNMENT OF CASH RESERVE 2024
FORT VANCOUVER REGIONAL LIBRARY DISTRICT**

CASH RESERVE BALANCE JANUARY 1, 2024: \$19,056,296

2023 CASH RESERVES TO BE ASSIGNED: \$0

2023 realized a reduction of \$1,884,815 in cash due to the Woodland and Grand Blvd Building Projects. This means there is no new funds that have rolled into reserves in 2023, but a reduction to the cash reserve balance. This reassignment of reserve funds is intended to better align cash reserves with current priorities of FVRL.

OPERATIONAL FUND

Per the Fiscal Management Policy, the Operational Fund is set to meet annual obligations and, “the minimum balance for the fund should not be less than 60 to 90 days of annual operational expenditures to ensure adequate funding to maintain services between property tax collections”. While FVRL budgets on a calendar year (January-December), tax revenue is received primarily in the second and fourth quarters. For 2024, the annual operating expenditures are budgeted at \$32,682,500 and therefore, the 2024 minimum target for the Operational Fund is \$8,170,625. As of 1/1/24, there was a balance of \$8,315,870 and therefore no change is recommended to this fund.

ORGANIZATIONAL OBJECTIVES

OBJECTIVE 1 - CAPITAL REPAIRS AND MAINTENANCE: The capital repairs and maintenance objective is to provide adequate fund capacity to support capital repairs of existing district facilities. This includes things like roof repairs and replacement, elevator upgrades, mechanical systems, etc.

CURRENT: \$750,000
ADDITIONAL: \$250,000
NEW: \$1,000,000

OBJECTIVE 2 - REPLACEMENT VEHICLES: The Replacement Vehicles objective provides adequate and on-going fund for regular vehicle replacement and upgrades. Currently, the district has a fleet of 22 vehicles with an average age of 7.9 years, as well as two 2018 Bookmobiles.

CURRENT: \$98,380
ADDITIONAL: \$50,000
NEW: \$148,380

OBJECTIVE 3 - CAPITAL PROJECTS: The Capital Projects objective provides capital fund capacity to support new or expanded district facilities including the purchase of buildings or land. FVRL has earmarked specific amounts for the development of new branch community libraries for Washougal (conceptual plan completed), Woodland (in construction) and Brush Prairie (no current plan). In addition, the Grand Blvd Operations Center was completed last year and therefore the project can be

closed. Due to the limited nature of funding for capital projects, my recommendation is to reallocate funds from Brush Prairie to Washougal as that is the next project to be completed and it is short on funding. In addition, FVRL needs to ensure funding is available for Branch Refresh Projects, with 2024 needing a plan for Three Creeks refresh and investigating the potential of North Bonneville operating like the self-service options at Yale Valley and Yacolt.

| | CURRENT | ADD/(SUBTRACT) | NEW |
|----------------------------|----------------|-----------------------|-------------|
| a) Washougal | \$2,992,678 | \$1,500,000 | \$4,992,678 |
| b) Woodland | \$3,521,932 | \$500,000 | \$4,021,932 |
| c) Grand Blvd | \$893,604 | (\$893,604) | \$0 |
| d) Brush Prairie | \$500,000 | (\$500,000) | \$0 |
| e) Branch Refresh Projects | \$19,306 | \$658,130 | \$677,436 |

CURRENT: \$7,927,520
ADDITIONAL \$1,264,526
NEW: \$9,192,046

OBJECTIVE 4 – TECHNOLOGY REPLACEMENT & UPGRADES: This objective is being renamed from “Innovation” to “Technology Replacement & Upgrades” to provide a better definition for its use. This objective allows FVRL to invest in technology replacement and upgrades.

CURRENT: \$100,000
ADDITIONAL: \$300,000
NEW: \$400,000

OBJECTIVE 5 - Budget Stabilization Reserve: This objective may be seen as duplicative with the Operation Fund and per the Fiscal Management Policy ensures adequate operational reserves to meet obligations, “the minimum balance for the fund should not be less than 60 to 90 days of annual operational expenditures to ensure adequate funding to maintain services between property tax collections”. While FVRL budgets on a calendar year (January-December), tax revenue is received primarily in the second and fourth quarters.

The Operational Fund is tracked and reported as part of the monthly Statement of Cash. It is reported as separate line item in the reporting of cash reserves. There have been two lines, the Operational Fund and the Objective 5-Budget Stabilization Reserve. The Objective 5-Budget Stabilization is being eliminated as it may be seen as duplicative to the Operational Fund. Funds from Objective 5-Budget Stabilization have been reallocated to Objectives 1-4 above.

CURRENT: \$1,864,526
ADDITIONAL: (\$1,864,526)
NEW: \$0

Fort Vancouver Regional Library District
2024 Cash Reserve Allocations - Proposed April 2024

| BARS | DESCRIPTION | 12/31/2023 CASH RESERVE BALANCES | ADD/(SUBTRACT) | 2024 CASH RESERVE ALLOCATIONS | NOTES |
|--------|--|----------------------------------|----------------|-------------------------------|--|
| 572.35 | Obj. 1 - Capital Repairs & Maintenance | \$ 750,000 | \$ 250,000 | \$ 1,000,000 | HVAC, Elevator, Roof Repairs, ETC |
| 594.64 | Obj. 2 - Replacement Vehicles | \$ 98,380 | \$ 50,000 | \$ 148,380 | Library Fleet = 22 vehicles w/ avg age 7.9 yrs ; 2 - 2018 bookmobiles |
| 594.62 | Obj. 3 - Capital Projects | | | | |
| | Washougal Community Library | \$ 2,992,678 | \$ 1,500,000 | \$ 4,492,678 | Est project cost - \$11M |
| | Woodland Community Library | \$ 3,521,932 | \$ 500,000 | \$ 4,021,932 | Projected Budget - Completion 2024 |
| | Grand Blvd Remodel | \$ 893,604 | \$ (893,604) | \$ - | Project Completed 2023 |
| | Brush Prairie | \$ 500,000 | \$ (500,000) | \$ - | Reallocate to current projects |
| | Unassigned-Capital Branch Refresh Projects | \$ 19,306 | \$ 658,130 | \$ 677,436 | 2024 refresh planning TC; Investigate self-service expansion model NB |
| 572.38 | Obj. 4 Innovation Technology Replacement & Upgrades | \$ 100,000 | \$ 300,000 | \$ 400,000 | Planning for IT/Phone System upgrades |
| 572 | Obj. 5 Budget Stabilization Fund | \$ 1,864,526 | \$ (1,864,526) | \$ - | This may be duplicative to Operational Fund - reallocate to current projects |
| | Total Reserve Plan Objectives 1-5 | \$ 10,740,426 | \$ - | \$ 10,740,426 | |
| | Operational Fund > 60 to 90 days of annual operational expenditures (Per Fiscal Mgmt Policy) | \$ 8,315,870 | | \$ 8,315,870 | Target for 2024 = \$8,170,625 |
| | Total Reserves & Operational Fund | \$ 19,056,296 | \$ - | \$ 19,056,296 | |

FORT VANCOUVER REGIONAL LIBRARY

RESOLUTION: 2024-03

RESOLUTION OF THE BOARD OF TRUSTEES OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT ADOPTING THE 2024 CAPITAL RESERVE PLAN

The regular meeting of the Board of Trustees of the Fort Vancouver Regional Library was held on March 18, 2024, attended by a quorum of the Board of Trustees for the conduct of such business; and, after due consideration and deliberation, the following resolution was duly passed by a majority vote of all Trustees attending.

WHEREAS, the FVRL Board of Trustees recognize that a fund balance is necessary to ensure there is the ability meet annual obligations and maintain services between property tax collections; and

WHEREAS, the FVRL Board of Trustees recognize that having operational and capital reserves provides an important resource which enables FVRL to respond to unanticipated events or emergencies, to guard against economic downturns, and to plan for growth of library services and facilities in the future; and

WHEREAS, the FVRL Board of Trustees have the responsibility to set objectives to define specific purposes for reserved funds in an effort to be open and transparent with public funds; and

WHEREAS, the FVRL Board of Trustees and FVRL Administration recognize that allocating capital reserves for specific projects enables FVRL to plan for library services and facilities in a timely and cost-effective manner,

NOW, THEREFORE, BE IT RESOLVED, that Fort Vancouver Regional Library District Board of Trustees adopt the 2024 FVRL Cash Reserve Plan.

Approved this day April 15, 2024

Approved: _____
Kristy Morgan, Chair

Attested: _____
Penny Love-Henslee, Secretary

Date: _____

**Fort Vancouver Regional Library District
Staff Report 2024-05
Election of Officers**

To: Board of Trustees
From: Nominating Committee
Date: April 15, 2024
Subject: Current Vacancy

Summary

Any vacancy occurring in any elected office shall be filled at the next regular meeting of the Board.

Key Points

Terms: Officers shall serve a term of one year, from January through December.

Duties

The Board Chair presides at all meetings of the Board, authorizes calls for special meetings, appoints all committees, executes all documents authorized by the Board, and performs all other duties associated with that office. The Board Chair meets with the Executive Director in advance of the monthly meeting to approve the agenda and discuss any concerns.

The Vice-Chair, in the event of the absence of the Chair, assumes and performs the duties and functions of the Chair.

The Secretary assures that a true and accurate record is maintained of all meetings of the Board, and in the absence of the Chair and Vice-Chair, shall preside at a meeting of the Board.

Action Requested: Approval of the election of Officers for the Board of Trustees.

**Fort Vancouver Regional Library District
Staff Report 2024-04
Surplus 2008 Scion xB**

To: FVRL Board of Trustees
From: Jennifer Giltrop, Executive Director
Date: April 15, 2024
Subject: Surplus 2008 Scion xB

Summary

The 2008 Scion xB (VIN JTLKESOE281008064) has 98,202 miles and is recommended for surplus. This vehicle had been assigned to the La Center Community Library for outreach. However, the vehicle needs repairs beyond its value. There is front end damage, as well as a drilled-out fuel tank with a damaged fuel line and fuel door. According to Kelly Blue Book, there is a value of \$3,042-\$3,823. The cost to repair the damage to the vehicle is estimated at \$6,640.

Recommendation:

Approve Resolution 2024-04 to authorize the surplus of the 2008 Scion xB to be sold or discarded.



Surplus Authorization Request

The following FVRL is requested to be removed from inventory and prepared for surplus in accordance with the Asset Management Policy:

Disposition

The Board of Trustees must approve the disposition of all Capital Assets prior to the asset being removed from inventory, including but not limited to real property such as land, buildings, building improvements, etc. The Finance Director is authorized to declare any single item of FVRL personal property with a current fair market value of \$1000 or less as surplus property without Board approval. Surplus property items will at a minimum be past their useful life (see WA Office of Financial Management's *Useful Life Schedule*).

The Finance Director or their designee shall establish the current fair market value prices for any surplus items. Items with restrictions on disposition such as grants, debt or gifts will be managed by the Finance Director or their designee.

2008 Scion xB:

The 2008 Scion xB (VIN JTLKE50E281008064) is requested to be surplus rather than repaired. The vehicle has 98,202 miles. It has some front-end damage plus a drilled-out fuel tank with a damaged fuel line and fuel door. According to Kelly Blue Book, there is a value of \$3,042-\$3,823. It is suggested to err on the low side due to repairs needed. The estimated cost to repair the front-end damage and the fuel tank replacement would be about \$6,640, exceeding the value of the vehicle.

Requested by _____
Dave Josephson, Fleet & Facilities Director

Date _____

Authorized by _____
Jennifer Giltrop, Executive Director

Date _____

Board Approval: April 15, 2024 (Scheduled)

**FORT VANCOUVER REGIONAL LIBRARY
RESOLUTION: 2024-04
SURPLUS 2008 SCION xB**

**RESOLUTION OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT
BOARD OF TRUSTEES DECLARING FORT VANCOUVER LIBRARY DISTRICT
EQUIPMENT AS SURPLUS AND AUTHORIZING ITEMS TO BE SOLD or DISCARDED**

The regular meeting of the Board of Trustees of the Fort Vancouver Regional Library was held on Monday, April 15, 2024 at the Washougal Community Library and attended by a quorum of the Board of Trustees for the conduct of such business; and, after due consideration and deliberation, the following resolution was duly passed by a majority vote of Trustees attending.

WHEREAS, the FVRL Board of Trustees has authorized the purchase of item(s) through budget approval; and

WHEREAS, FVRL effectively utilizes its equipment to maximize service, which may result in deterioration of said equipment; and

WHEREAS, FVRL has determined that the damaged to the 2008 Scion xB (VIN JTLKESOE281008064) does not make financial sense to repair and is therefore unusable for library use; and

WHEREAS, in order to dispose of the no longer vehicle, the FVRL Board of Trustees must declare the item as surplus which allows staff to sell or dispose of the asset;

NOW THEREFORE BE IT RESOLVED: that Fort Vancouver Regional Library District Resolution 2023-18, approving the Surplus 2008 Scion xB (VIN JTLKESOE281008064) as adopted.

Approved: _____
Chair, Kristy Morgan

Attested: _____
Secretary, Penny Love-Henslee

Date: _____



Date: April 15, 2024
To: Board of Trustees
From: Jennifer Giltrop, Executive Director
RE: 2024 Legislative Session Summary

The Legislature finished the business of the 2024 session on March 7, 2024. Lawmakers passed the supplemental operating, transportation, and capital budgets, in addition to finalizing bills that had passed both chambers but in different forms. Legislators also passed three of the six initiatives to the Legislature: Initiative 2081 (parental rights in public schools); Initiative 2111 (income tax prohibition); and Initiative 2113 (police pursuit). In total, almost 1200 bills were introduced this session, with about 340 of them passing the Legislature.

Here is the list of the outcomes on bills impacting libraries we monitored:

- [Senate Bill 5824](#) - Concerning the dissolution of libraries and library districts. **Passed.**
- [House Bill 2354](#) - Tax Increment Financing. A provision was added back in about impacts and libraries will receive more advance notice which may help with budget analysis. **Passed.**
- [Senate Bill 5444](#) - Ban open carry firearms in libraries. **Passed.**
- [Senate Bill 5770](#) - Property tax cap. **Did not advance.**
- [House Bill 1793](#) - Digital equity and devices. **Did not advance.**
- [Substitute House Bill 1105](#) - Now requires public agencies to provide notice for public comment to include end date when public comment will be accepted. **Passed.**

Also, Representative Mari Leavitt (District 28) secured funding for public libraries to access overdose reversal kits and training through the Department of Health.