

Yale Valley Library District

Regular Meeting

June 10, 2021 6:00PM

Location: Virtual Meeting

meet.google.com/fpu-dkqg-jkv (copy & paste this address into your browser)

PIN: 173 966 329#

OR

Dial: 1 301-969-4811 PIN: 173 966 329#

AGENDA

Public Meeting

- | | |
|---|-------------|
| 1. Call to Order | 6:00 pm |
| 2. Roll Call of those present | Information |
| 3. Agenda Approval | Action |
| 4. Introductions & Welcomes / Chair Announcements | Information |
| 5. Consent Agenda | Action |
| a. Minutes Approval: May 13, 2021 | |
| b. Approval of building project bills: Reviewed by Eric Reese | |
| c. Officer Elections | |
| 6. Financial Report: Carrie Greenwood | Information |
| 7. Building Project | Information |
| a. Project Update: Jay McCuistion | |
| b. Certificate of Occupancy Status | |
| c. Landscaping | |
| 8. Meeting Room Policy | Information |
| 9. Art Policies | Information |
| 10. COVID-19 Update for Yale: Amelia Shelley | Information |
| 11. Branch Manager Report: Jennifer Hauan | Information |
| 12. Citizen Comments | |
| 13. Board Comments | |
| 14. Adjournment | |

Yale Valley Library District

For the Month Ending May 31, 2021 (With Year-to-Date Totals)

Statement of Cash

December 31, 2020 Ending Cash Balance	\$984,417
Year-to-date Revenue Received	\$51,071
Year-to-date Expenditures	\$578,766
Cash Balance May 31, 2021	\$456,722

Yale Valley Library District

For the Month Ending May 31, 2021 (With Year-to-Date Totals)

Revenue

Description	2021 Budget	May 2021 Revenues	All Revenue Received thru May 2021	Year -to - Date Annual Budget Percent
Property Taxes				
311.10 Property Tax Collections - Yale Valley District	\$ 119,626	\$ 35,144	\$ 48,720	40.73%
Total Property Taxes	119,626	35,144	48,720	40.73%
Other Taxes				
317.2 Leasehold Excise Tax	0	0	0	0.00%
Total Other Taxes	0	0	0	0.00%
Intergovernmental, Grants & Contracts				
335.02 DNR - Timber Revenue	35,000	-	87	0.25%
335.02 DNR - Other Revenue	100	21	72	71.60%
335.02 State Capital Grant	-	-	-	0.00%
Total Intergovernmental, Grants & Contracts	35,100	21	158	0.45%
Miscellaneous				
361.11 Investment Interest	7,500	221	2,192	29.23%
367-10 Non-Governmental Contributions	2500	-	-	0.00%
367-10 Grant Revenue	5,000	-	-	0.00%
369.90 Miscellaneous Revenue	250	-	-	0.00%
Total Miscellaneous	15,250	221	2,192	14.37%
Total Revenue:	\$ 169,976	\$ 35,385	\$ 51,071	30.05%
Transfer from Reserves	\$ 560,024	\$ -	\$ -	0.00%
Total Revenue and Reserves	\$ 730,000	35,385	51,071	7.00%

Expenses

Description	2021 Budget	Expenses	Expenses Year-to-Date Totals	Year to Date Annual Budget Percentage
Other Services / Charges				
572.41 Professional Services	120,000	-	736	0.61%
572.41 Professional Services-Fundraising/Architect	10,000	5,614	6,190	61.90%
572.62 Capital Outlay	600,000	34,759	571,840	95.31%
Grand Total Expense:	\$ 730,000	40,373	578,766	79.28%

Net Cash Activity	(527,696)
Jan. 1, 2021 Cash with County Treasurer	984,417
Ending Cash	456,722

Non-Capital Reserve	334,150
Capital Reserve	122,572
Total	456,722

Yale Valley Library District

For the Month Ending March 31, 2021 (With Year-to-Date Totals)

Schedule of Reserves

*Non Cash Activity
Grant ran Through Fort Vancouver
Regional Libraries*

State of Washington Grant		\$291,000.00	Grant Award	Ran Through FVRL's Books
Non Capital Reserve Beginning Balance 01/01/2021	\$286,166			
Property Tax Collections (Revenue)	48,720			
Other Taxes (Revenue)	-			
Professional Expenses (Expenses)	(736)	(31,264)		
		58		
Non Capital Reserve Ending Balance 5/31/2021	\$334,150			
Capital Reserve Beginning Balance 01/01/2021	\$698,251			
Intergovernmental Grants and Contracts (Revenue)	159			
Miscellaneous (Revenue)	2,192			
Professional Services Architects (Expenses)	(6,190)			
		(2,526)		
Capital Out lay (Expenses)	(571,840)			
		(155,194)		
Capital Reserve Ending Balance 5/31/2021	\$122,572			
Total Non Capital and Capital Reserves	\$456,722			
			\$102,073.52	Grant Remaining applied to expenses for November booked in December
			-\$237,768.30	November Billing Offset
			-\$5,428.46	December Billing Offset
			-\$141,123.24	Transferred On 01/11/2021



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Page 1/1
Invoice 0930
Date 5/26/2021

Bill To: YALE VALLEY LIBRARY DISTRICT
PO BOX 434
ARIEL WA 98603

Remit To: Fort Vancouver Regional Library District
1007 E. Mill Plain Boulevard
Vancouver, WA 98663

Please return a copy of this invoice with payment.

Purchase Order No.		Customer ID			Payment Terms		
		YALE0001					
Qty		Description			Unit Price	Ext. Price	
1		PBS ENVIRONMENTAL			\$1,642.50	\$1,642.50	
1		TUFF SHED			\$1,818.06	\$1,818.06	
1		WAVE - DATA			\$649.84	\$649.84	
1		MISC EXPENSES & SUPPLIES	HOME DEPOT, DEMCO, ULINE, PARKROSE, SHUR		\$1,661.91	\$1,661.91	

Subtotal \$5,772.31
Tax \$0.00
Total \$5,772.31



Amelia Shelley
 Fort Vancouver Regional Library District
 1007 E Mill Plain Blvd.
 Vancouver, Washington 98663

April 19, 2021
 Invoice No: 0071731.000 - 1

Project 0071731.000 Yale Library-Property Line Staking
Professional Services from February 20, 2021 to March 26, 2021

Phase 0001 Survey Services

Professional Personnel

	Hours	Rate	Amount
Survey V (PLS Manager)			
Goodman, Terry	4.00	150.00	600.00
Survey III (LSIT)			
Yates, Matthew	.50	115.00	57.50
Survey 2-Person Crew			
Fanslau, Joseph	4.50	195.00	877.50
Survey Field Crew			
Palmer, Steven	4.50		0.00
CAD / Micro Station Tech I			
Crawford, Lisa	.25	90.00	22.50
Project Administrator I			
Lundmark, Jennifer	1.00	85.00	85.00
Totals	14.75		1,642.50
Total Labor			1,642.50

RECEIVED
 MAY 03 2021
 F.V.R.L. Admin Services

Budget Summary	Current	Prior	To-Date
Total Billings	1,642.50	0.00	1,642.50
Authorized Budget			2,500.00
Budget Remaining			857.50
		Total this Phase	\$1,642.50

Total this Invoice \$1,642.50

Yale
Property Line Survey

Payment due upon receipt, past due after 30 days.

Please remit payment to our Business Office:
 PBS Engineering and Environmental Inc.
 4412 S Corbett, Portland, OR 97239
 503.248.1939 FAX: 866.727.0140

Date: 5/17/2021	Rec'd by: [Signature]
Date: 5/14/2021	Aprvd by: [Signature]
Directors Signature: [Signature]	
Budget number	Amount 1,642.50
007 101 021 10.4170	

WE APPRECIATE YOUR BUSINESS!

Purchase Order



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Page 1/1
Purchase Order
Purchase Order No. 009373
Date 5/25/2021

Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

Vendor: TUFF SHED
6500 NE HALSEY ST
SUITE A
PORTLAND OR 97213

Ship To: Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

On VISA _____

^ Changed Since the Previous Revision

Contract Number:	Payment Terms	Confirm With

L/N	Item Number	Description	Req. Date	U/M	Ordered	Unit Price	Ext. Price
Shipping Method		Reference Number	FOB	Budget #			
1	GARDEN RANCH 10 X 12	BALANCE - YALE	5/25/2021	Each	1	\$1,818.0500	\$1,818.05
DELIVERY		GARDEN RANCH 10 X 12	None	007-101-028-50-35-00			
2	GARDEN RANCH 10 X 12	DEPOSIT - YALE	5/25/2021	Each	1	\$1,818.0600	\$1,818.06
DELIVERY		GARDEN RANCH 10 X 12	None	007-101-028-50-35-00			

Subtotal	\$3,636.11
Trade Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Tax	\$0.00
Order Total	\$3,636.11

If charges will exceed 10%, you must call FVRL Finance (360) 906-5060 for an updated purchase order. Shipping charges in excess of the amount listed will not be honored.



 Authorized Signature 5/26/21

 Date
 Approved in fiscal year budget
 New Request

 Order Placed By (Print) Date



Invoice

Location:	Portland #160 503-288-8833	Scheduled Date:	05/17/2021
Factory Location:	Portland #160 503-288-8833	Created Date:	05/17/2021
Prepared by:	Mitchells Sheds 3607131984 mitchells.sheds@gmail.com	Customer:	Jay McCuiston p. 3609065000 c. jmccuiston@fvrl.org
Special Instructions:		SF SO:	00600522
		JDE SO:	
		Customer PO:	
Serial Number:		Ship to Address:	11700 Lewis River Road Yale Valley Community Library Ariel, WA 98603 US

Line Item Description	Sales Price	Quantity	Promo	Total Price
Garden Ranch 10 x 12	\$3,188.00	1.00	(\$0.00)	\$3,188.00
16"x4" Wall Vent - Brown	\$23.00	1.00	(\$0.00)	\$23.00
16"x8" Wall Vent - Brown	\$23.00	1.00	(\$0.00)	\$23.00
Delivery Fee	\$139.00		(\$0.00)	\$139.00

50% Deposit \$1,818.06 Due

Gross Total	\$3,373.00
Discount	(\$0.00)
Net Total	\$3,373.00
Tax	\$263.11
Grand Total	\$3,636.11

Amount Due	\$3,636.11
Amount Paid	\$0.00
Amount Scheduled	\$0.00

Customer Signature _____ Date _____

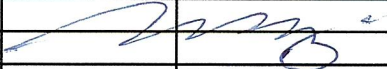
**Rules and limitations apply. Contact your nearest Tuff Shed retail sales location at 1-800-289-8833 with questions.*

Prices shown above show base building price and standard upgrades. Additional fees may apply, including charges for taxes, permits, engineering fees, delivery and leveling.

Date:	Rec'd by:
Date:	Aprvd by:
Directors Signature:	
Budget number	
	Amount

WAVE0001

Upriver Data May-21
 Statement Date: 05-01-21
 Invoice #: 8800

DATE :	5/13/2021	Reviewed by:		LD
DATE :		APPROVED BY:		
Director's Signature:				
BUDGET NUMBER		AMOUNT		
		\$ 6,789.84		
002.022.062.10.42.01				
	GD		\$	795.00
002.024.062.10.42.01				
	NB		\$	430.00
002.026.062.10.42.01				
	ST		\$	795.00
002.031.062.10.42.01				
	WS		\$	795.00
002.380.062.10.42.01				
	HQ		\$	1,300.00
002.102.062.10.42.01				
	YAC		\$	825.00
002.281.062.10.42.01				
	VA		\$	1,200.00
007.101.021.10.41.70				
	YALE		\$	649.84

total = 6789.84



Business Name: FORT VANCOUVER REGIONAL
 Statement Date: 05/01/2021
 Account Number: 2801-1039573-01
 Payment Due Date: 05/23/2021



Multi-Location Activity

Location	Previous Balance	Payments	Current Charges	One-Time Charges	Taxes, Fees & Surcharges	Total Amount	Minutes	Usage Amount
FORT VANCOUVER REGIONAL LIBRARY 2801-1039573-01 1007 E MILL PLAIN BLVD VANCOUVER, WA 98663-3504	\$6,789.84	-\$6,789.84	\$0.00	\$0.00	\$0.00	\$0.00	0.0	\$0.00
FORT VANCOUVER REGIONAL LIBRARY 2801-1031579-01 131 W BURGEN ST GOLDENDALE, WA 98620-9544	\$0.00	\$0.00	\$795.00	\$0.00	\$0.00	\$795.00	0.0	\$0.00
FORT VANCOUVER REGIONAL LIBRARY 2801-1031618-01 214 CBD MALL ST NORTH BONNEVILLE, WA 98639-4664	\$0.00	\$0.00	\$430.00	\$0.00	\$0.00	\$430.00	0.0	\$0.00
FORT VANCOUVER REGIONAL LIBRARY 2801-1031645-01 1007 E MILL PLAIN BLVD SAWTOOTH VANCOUVER, WA 98663-3504	\$0.00	\$0.00	\$1,300.00	\$0.00	\$0.00	\$1,300.00	0.0	\$0.00
FORT VANCOUVER REGIONAL LIBRARY 2801-1031660-01 77 NE WAUNA AVE WHITE SALMON, WA 98672-1850	\$0.00	\$0.00	\$795.00	\$0.00	\$0.00	\$795.00	0.0	\$0.00
FORT VANCOUVER REGIONAL LIBRARY 2801-1035620-01 120 NW VANCOUVER AVE STEVENSON, WA 98648-6446	\$0.00	\$0.00	\$795.00	\$0.00	\$0.00	\$795.00	0.0	\$0.00
FORT VANCOUVER REGIONAL LIBRARY 2801-1052814-01 901 C ST VANCOUVER, WA 98660-3218	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.0	\$0.00
FORT VANCOUVER REGIONAL LIBRARY 2801-1052816-01 105 E YACOLT RD YACOLT, WA 98675-5527	\$0.00	\$0.00	\$825.00	\$0.00	\$0.00	\$825.00	0.0	\$0.00
FORT VANCOUVER REGIONAL LIBRARY 2801-1220178-01 11842 LEWIS RIVER RD ARIEL, WA 98603-9743	\$0.00	\$0.00	\$591.00	\$0.00	\$58.84	\$649.84	0.0	\$0.00
Total	\$6,789.84	-\$6,789.84	\$6,731.00	\$0.00	\$58.84	\$6,789.84	0.0	\$0.00

(56)

Purchase Order



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Page 1/1
Purchase Order
Purchase Order No. 009200
Date 4/2/2021

Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

Vendor: **HOME DEPOT CREDIT SERVICES**
DEPT [REDACTED]
PO BOX 9001043
LOUISVILLE KY 40290-1043

Ship To: Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

On VISA _____

^ Changed Since the Previous Revision

Contract Number:	Payment Terms	Confirm With	

L/N	Item Number	Description	Req. Date	U/M	Ordered	Unit Price	Ext. Price
Shipping Method		Reference Number	FOB	Budget #			
1	RFR283-BLACK	Fidge for RALE	4/2/2021	Each	1	\$133.2800	\$133.28
	DELIVERY	RFR283-BLACK 007.101.025-21.35.00	None			006-089-025-10-35-00	144.61
2	CBABCH6PX500	Walkie-talkies for BG	4/2/2021	Each	1	\$239.9900	\$239.99
	DELIVERY	CBABCH6PX500	None			006-020-050-10-31-15	260.3


#5 & 6 enclosed in folder

(5)
(6)

Kami's card

Subtotal		\$373.27
Trade Discount		\$0.00
Freight		\$0.00
Miscellaneous		\$0.00
Tax	31.73	\$31.36
Order Total	405	\$404.63

If charges will exceed 10%, you must call FVRL Finance (360) 906-5060 for an updated purchase order. Shipping charges in excess of the amount listed will not be honored.

 _____ **Authorized Signature**
 _____ **Date** 4/2/21

Approved in fiscal year budget
 New Request

Kami's card _____ **Order Placed By (Print)**
 _____ **Date** 4-2-21

13125454205

Home Depot



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

RECEIVER

Purchase Order

Purchase Order No. 009200
Date 4/2/2021

Vendor:
HOME DEPOT CREDIT SERVICES
DEP [REDACTED]
PO BOX 9001043
LOUISVILLE KY 40290-1043

Ship To:
Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

Contract Number:
^ Changed Since the Previous Revision

L/N	Item / Ship Method	Description / Reference Number	Req. Date	U/M	Ordered	Unit Price	Ext. Price	Page
								1
1	RFR283-BLACK DELIVERY	Fidge for R MALE RFR283-BLACK	4/2/2021	Each	1	\$133.2800	X	\$133.28
2	CBABCH6PX500 DELIVERY	Walkie-talkies for BG CBABCH6PX500	4/2/2021	Each	1	\$239.9900	X	\$239.99

Kami's card

Subtotal	\$373.27
Trade Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Tax	\$31.36
Order Total	\$404.63
Prepayment	\$0.00

FORT VANCOUVER REGIONAL LIBRARY
I certify that the materials have been furnished, the services rendered or the labor performed as described herein.

[Signature] _____ 4-9-21
Name Date

FVRL
APR 09 2021
Mailroom

Account Ending [REDACTED] Home Depot PO's

Total ~~\$611.14~~

Customer Agreement #

Date	Purchase Location/Description	Invoice #	Purchase Order/Job Name	Customer Agreement #	Amount	Due Date
03/31/21	THE HOME DEPOT VANCOUVER, WA	2633780	VA		\$1.93	05/18/21
04/01/21	THE HOME DEPOT VANCOUVER, WA	1525930	HQ		\$21.12	05/18/21
04/03/21	HOME DEPOT.COM 800-430-3376	9583937	9200	WM35484205	\$144.61	05/18/21
04/05/21	HOME DEPOT.COM 800-430-3376	7607208	9200	WM35484205	\$260.39	05/18/21
04/05/21	THE HOME DEPOT VANCOUVER, WA	7612335	DW		\$72.50	05/18/21
04/07/21	THE HOME DEPOT VANCOUVER, WA	5032881	DW		\$9.49	05/18/21
04/07/21	THE HOME DEPOT VANCOUVER, WA	5032882	ALLDERDALE		\$12.02	05/18/21
04/08/21	THE HOME DEPOT VANCOUVER, WA	4524422	CW		\$10.77	05/18/21
04/09/21	THE HOME DEPOT VANCOUVER, WA	3033095	YA		\$10.82	05/18/21
04/09/21	HOME DEPOT.COM 800-430-3376	3768560	9222	WG33984227	\$206.14	05/18/21
04/13/21	THE HOME DEPOT VANCOUVER, WA	9022091	HQ		\$181.43	05/18/21
04/14/21	THE HOME DEPOT VANCOUVER, WA	8022224	OC		\$30.88	05/18/21
04/16/21	THE HOME DEPOT VANCOUVER, WA	6521010	OCDW		\$7.81	05/18/21
04/20/21	THE HOME DEPOT VANCOUVER, WA	2513130	OCDW YALE		\$102.20	05/18/21
04/23/21	THE HOME DEPOT VANCOUVER, WA	9023185	YALE		\$120.18	05/18/21
04/26/21	THE HOME DEPOT VANCOUVER, WA	6046657	FLEET		\$166.94	05/18/21
04/26/21	THE HOME DEPOT VANCOUVER, WA	6513801	YALE		\$20.60	05/18/21
04/27/21	THE HOME DEPOT VANCOUVER, WA	5513906	YALE		\$17.24	05/18/21
TOTAL					\$1,417.29	

Credits posted to your account, but not applied to specific invoices. Please contact us with instructions on how to apply.

Customer Agreement #

Date	Purchase Location/Description	Invoice #	Purchase Order/Job Name	Customer Agreement #	Amount
04/27/21	THE HOME DEPOT VANCOUVER, WA	5220547	Return:		-\$39.01
TOTAL					-\$39.01 YALE

PAST DUE INVOICES						
1-29 Days	30-59 Days	60-89 Days	90-119 Days	120-149 Days	150-179 Days	180+ Days
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FUEL REWARDS SUMMARY		As of 02/13/2021
Current Fuel Rewards Balance (per gallon)		\$4.10
Expiring Fuel Rewards Balance		\$3.10
Expiration Date		02/28/2021

To customize and manage your account visit www.fuelrewards.com/homedepot or download the Fuel Rewards mobile app.

Please ensure you have registered your email address by visiting www.homedepot.com/cardbenefits to fully participate in the program.

PURCHASE HISTORY	
Year to Date	\$5,559.47
Life to Date	\$130,365.37

Date:	Rec'd by:
Date: 5/12/21	Aprvd by:
Director's Signature:	Amount:
Budget number:	



How doers
get more done.

16

8601 NORTH EAST ANDRESEN ROAD
VANCOUVER, WA 98665 (360)253-3993

4718 00051 75732 04/20/21 08:49 AM
SALE SELF CHECKOUT

077089850055 3"FMBRSHWDHN <A>
FOAM 3.0 WOOD HANDLE BRUSH
10@0.98 9.80

077089850031 2" FOAM BRSH <A>
FOAM 2.0 WOOD HANDLE BRUSH
8@0.83 6.64

638060853405 3MPGP400G1/3 <A>
3M PGP 3.7X9 SANDPAPER 400 GRIT 6PK
2@4.97 9.94

030192170250 LAQ THNR GAL <A>
KLEAN STRIP LACQUER THINNER GAL
026748200236 DIAMOND <A> 49.98
VARATHANE INT WATERBASE SATIN GAL
1002-169-000 GL Recyc\$ <A,U> 0.95
PAINTCARE FEE

SUBTOTAL 94.28
SALES TAX 7.92
TOTAL \$102.20

XXXXXXXXXX HOME DEPOT
USD\$ 102.20
AUTH CODE 020446/2513130 TA

FORT VANCOUVER REGIO
KLEMENT SETH M
Chip Read
AID A000000004999908400305 THD PLCC PROX

<U> - NON-DISCOUNTABLE ITEM

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5000 SUMMARY
THIS RECEIPT PO/JOB NAME: OCDW

2021 PRO XTRA SPEND 04/19: \$4,920.60

This purchase qualifies for FUEL
DISCOUNTS and 60 DAYS TO PAY on The Home
Depot Commercial Credit Card. Ask an
Associate to learn more or go to
homedepot.com/financeoptions.

4718 04/20/21 08:49 AM



4718 51 75732 04/20/2021 0637

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 11 365 04/20/2022

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H8B 156471 151804
PASSWORD: 21220 151753

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.



Date:	4/23/2021	Rec'd by:	<i>[Signature]</i>
Directors Signature:	<i>[Signature]</i>	Amount:	102.20
Budget number:	007 101 028 503 5 00		

YA

Supplier to Finish Casework

17



How doers get more done.

8601 NORTH EAST ANDRESEN ROAD
VANCOUVER, WA 98665 (360)253-3993

Returned

4718 00002 45928 04/23/21 09:00 AM
SALE CASHIER ANNA

* 086876234411 RCP23GSJGRAY <A> 36.00
RCP SLIM JIM GRAY 23 GAL
820909997627 SILLCOCK KEY <A> 8.72
HUSKY 4 WAY SILLCOCK KEY WRENCH
042206155443 HI-VIS NZL <A> 5.20
HI-VISIBILITY NOZZLE
078627405829 MD DTY HOS50 <A> 19.98
5/8"X50' WATERWORKS MEDIUM DUTY HOSE
037103323125 76TOOLSET <A> 40.97
ANVIL 76PC HOMEOWNERS SET

SUBTOTAL 110.87
SALES TAX 9.31
TOTAL \$120.18

XXXXXXXXXX HOME DEPOT
USD\$ 120.18
TA

AUTH CODE 023818/9023185
FORT VANCOUVER REGIO
KLEMENT SETH M
Chip Read
AID A0000000049999D8400305 THD PLCC PROX

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5000 SUMMARY
THIS RECEIPT PO7 JOB NAME: YALE

2021 PRO XTRA SPEND 04/22: \$5,013.93

This purchase qualifies for FUEL DISCOUNTS and 60 DAYS TO PAY on The Home Depot Commercial Credit Card. Ask an Associate to learn more or go to homedepot.com/financeoptions.

4718 04/23/21 09:00 AM



4718 02 45928 04/23/2021 0871

RETURN POLICY DEFINITIONS
POLICY ID 11 DAYS 365 POLICY EXPIRES ON 04/23/2022

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: HTK 96863 92147
PASSWORD: 21223 92145

Entries must be completed within 14 days of purchase. Entrants must be 18 or older to enter. See complete rules on website. No purchase necessary.



Date:	4/28/2021	Rec'd by:	817
Date:	4/26/2021	Apprvd by:	JM
Directors Signature:		Amount	120.18
Budget number	007 101 028 50 81 03		

Yale

Garden Hose / Nozzle / Tool Set



**How doers
get more done.**

8601 NORTH EAST ANDRESEN ROAD
VANCOUVER, WA 98665 (360)253-3993

4718 00051 93982 04/26/21 09:06 AM
SALE SELF CHECKOUT

071691436720 32GALRCYCL <A> 19.00
ROUGHNECK 32GAL RECYCLING TRASH CAN

SUBTOTAL 19.00
SALES TAX 1.60
TOTAL \$20.60

XXXXXXXXXX [REDACTED] HOME DEPOT
USD\$ 20.60 TA

AUTH CODE 026796/6513801

FORT VANCOUVER REGIO
KLEMENT SETH M
Chip Read
AID A0000000049999D8400305 THD PLCC PROX

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5000 SUMMARY
THIS RECEIPT PO/JOB NAME: YALE

2021 PRO XTRA SPEND 04/25: \$5,124.80

This purchase qualifies for FUEL DISCOUNTS and 60 DAYS TO PAY on The Home Depot Commercial Credit Card. Ask an Associate to learn more or go to homedepot.com/financeoptions.

4718 04/26/21 09:06 AM



4718 51 93982 04/26/2021 5556

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
11 365 04/26/2022

DID WE NAIL IT?

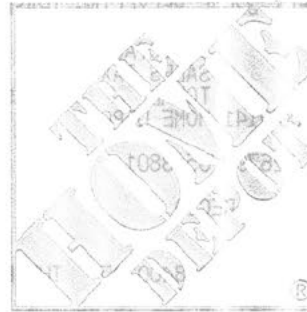
Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H8B 192971 188304
PASSWORD: 21226 188253

Entries must be completed within 14 days of purchase. Entrants must be 18 or older to enter. See complete rules on website. No purchase necessary.



Date:	4/25/2021	Rec'd by:	JT
Date:	4/27/2021	Apvd by:	JM
Director's Signature:		Amount:	20.60
Budget number:	007 181 028 50 51 03		

Yale Garage Car





How doers
get more done.

20

8601 NORTH EAST ANDRESEN ROAD
VANCOUVER, WA 98665 (360)253-3993

4718 00051 96878 04/27/21 08:15 AM
SALE SELF CHECKOUT

030699152544 SHELF BRKT <A>
SHELF BRACKET_LD_10" X 12"_WH
6@2.65 15.90

SUBTOTAL 15.90
SALES TAX 1.34
TOTAL \$17.24

XXXXXXXXX [REDACTED] HOME DEPOT
AUTH CODE 027792/5513906 USD\$ 17.24 TA

FORT VANCOUVER REGIO
KLEMENT SETH M
Chip Read
AID A0000000049999D8400305 THD PLCC PROX

PRO XTRA MEMBER STATEMENT

PRO XTRA ####-###-5000 SUMMARY
THIS RECEIPT PO/JOB NAME: YALE

2021 PRO XTRA SPEND 04/26: \$5,297.80

This purchase qualifies for FUEL
DISCOUNTS and 60 DAYS TO PAY on The Home
Depot Commercial Credit Card. Ask an
Associate to learn more or go to
homedepot.com/financeoptions.

4718 04/27/21 08:15 AM



4718 51 96878 04/27/2021 9988

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 11 365 04/27/2022

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H8B 198763 194096
PASSWORD: 21227 194045

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.



Date:	4/28/2021	Recd by:	[Signature]
Date:	4/27/2021	Apvd by:	[Signature]
Directors Signature:	[Signature]	Amount	17.24
Budget number:	001 101 028 5035 00		

Yale
Shelf brackets

21



How doers
get more done.

8601 NORTH EAST ANDRESEN ROAD
VANCOUVER, WA 98665 (360)253-3993

4718 00022 77614 04/27/21 01:20 PM
CASHIER GLORIAJEAN
* ORIG REC: 4718 002 45928 04/23/21 TA *

086876234411 RCP238SJGRAY -36.00

SUBTOTAL -36.00

SALES TAX -3.01

TOTAL -39.01

XXXXXXXXXX HOME DEPOT -39.01
INVOICE 5220547 TA

REFUND-CUSTOMER COPY

CUSTOMER PRO XTRA ID ###-###-5000

PRO XTRA

\$36.00 will be removed from your total
qualifying spend in 2021.

Credit Ref #12

Take: WIN

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

Purchase Order



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Page 1/1
Purchase Order
Purchase Order No. 009235
Date 4/14/2021

Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

Vendor: **DEMCO**
PO BOX 8048
MADISON WI 53708

Ship To: Fort Vancouver Regional Libraries
11818 SE Mill plain Blvd suite 415
Vancouver, WA 98684

On VISA _____

^ Changed Since the Previous Revision

Contract Number:	Payment Terms	Confirm With

L/N	Item Number	Description	Req. Date	U/M	Ordered	Unit Price	Ext. Price
Shipping Method		Reference Number	FOB	Budget #			
1	W13588560	Study desk	4/14/2021	Each	1	\$423.1900	\$423.19
	DELIVERY	W13588560	None	007-101-028-50-35-00			
2	CASTERS	4 pack casters for student desk	4/14/2021	Each	1	\$59.8000	\$59.80
	DELIVERY	CASTERS	None	007-101-028-50-35-00			

Subtotal	\$482.99
Trade Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Tax	\$40.58
Order Total	\$523.57

If charges will exceed 10%, you must call FVRL Finance (360) 906-5060 for an updated purchase order. Shipping charges in excess of the amount listed will not be honored.

DEMCO

#110 4037300

Purchase Order



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Page 2/1
Purchase Order
Purchase Order No. 009235
Date 4/14/2021

[Handwritten signature]

4/14/21

Authorized Signature

Date

Approved in fiscal year budget

New Request

Kamison

4-14-21

Order Placed By (Print)

Date



RECEIVER

Purchase Order

Purchase Order No. 009235
Date 4/14/2021

Vendor:
DEMCO
PO BOX 8048
MADISON WI 53708

Ship To:
*Address listed with item below.

Contract Number:
^ Changed Since the Previous Revision

L/N	Item / Ship Method	Description / Reference Number	Req. Date	U/M	Ordered	Confirm With		Ext. Price
						Unit Price	Page	
1	W13588560 DELIVERY	Study desk W13588560	4/14/2021	Each	1	\$423.1900	1	\$423.19
2	CASTERS DELIVERY	4 pack casters for student desk CASTERS	4/14/2021	Each	1	\$59.8000	1	\$59.80

late

Deliver To: Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

Subtotal	\$482.99
Trade Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Tax	\$40.58
Order Total	\$523.57
Prepayment	\$0.00

FORT VANCOUVER REGIONAL LIBRARY
I certify that the materials have been furnished, the services rendered or the labor performed as described herein.

John Vanosden
Name

4-27-21
Date

FVRL
APR 27 2021
Mailroom



P.O. Box 8048 | Madison, WI 53708-8048

**INVOICE **

RECEIVED
MAY 03 2021
F.V.R.L. Admin Services

Invoice Number: 6942107
Invoice Date: 4/23/21
Reference Number: 11040373
Bid/Contract: C20601

Page 1 of 1

Billing Customer: 710584814

Shipping Customer: 460077090

FORT VANCOUVER REGIONAL LIB
11818 SE MILL PLAIN BLVD STE 4
VANCOUVER WA 98684

SISVY GIFFUNI
FORT VANCOUVER REG LIBRARY
11818 SE MILL PLAIN BLVD
STE 415
VANCOUVER WA 98684

Ordered By: Sisvy Giffuni
Purchase Order: 9235



Product	Qty	UOM	Description	Unit Price	Disc%	Extended
---------	-----	-----	-------------	------------	-------	----------

Pricing is based on the NCPA contract #07-24 using Demco contract code C20601.
Pricing is based on the NCPA contract #07-24 using Demco contract code C20601.
Pricing is based on the NCPA contract #07-24 using Demco contract code C20601.

Date:	Rec'd by:
Date: 5/19/21	Aprvd by:
Directors Signature:	Amount
Budget number	

The following products are shipped:

13588560	1	EA	Smith 1 Student Work Station 22-32" x 36" x 24"	459.99	8.00	423.20
13702070	1	EA	Dual-Wheel Casters For Smith System Desk 3" Dia Black 4/Pkg	64.99	8.00	59.80

Subtotal	483.00
Tax amount	41.06
Total	524.06

Terms: Net 30 days, Freight Prepaid and Added

Federal I.D. number: 39-1311089

Invoice Number: 6942107
Invoice Date: 4/23/21
Reference Number: 11040373
Purchase Order: 9235
Billing Customer: 710584814

Payment due on or before 05/23/21
Total 524.06
Customer Service Phone: 1-800-962-4463
Questions on Billing: 1-800-752-7614
email: billing@demco.com



Remit payment to: PO Box 8048, Madison, WI 53708-8048
For additional questions go to www.demco.com

Purchase Order



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Page 1/1
Purchase Order
Purchase Order No. 009306
Date 4/26/2021

Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

Vendor: **ULINE**
PO BOX 88741
CHICAGO IL 60680-1741

Ship To: Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

On VISA _____

^ Changed Since the Previous Revision

Contract Number:	Payment Terms	Confirm With	

L/N	Item Number	Description	Req. Date	U/M	Ordered	Unit Price	Ext. Price
	Shipping Method	Reference Number	FOB		Budget #		
1	S-23968	CP Plexiglass COVID	4/29/2021	Each	4	\$185.0000 24.44	\$740.00 65
	DELIVERY	S-23968	None		006-021-050-10-31-15		
2	S-22455	#1 Mailers	4/29/2021	Each	3	\$20.0000 21.64	\$60.00 7.20
	DELIVERY	S-22455	None		004-055-025-21-31-06		
3	H-2396	Asphalt installation kit	4/29/2021	Each	6	\$15.0000 44.31	\$90.00 44.90
	DELIVERY	H-2396	None		007-101-028-50-35-00		
	Yale						
4	H-4608B/Y	Parking stops for Yale	4/29/2021	Each	6	\$65.0000	\$390.00
	DELIVERY	H-4608B/Y	None		007-101-028-50-35-00		

Subtotal	\$1,280.00
Trade Discount	\$0.00
Freight	\$98.63
Miscellaneous	\$0.00
Tax	\$115.81
Order Total	\$1,494.44

If charges will exceed 10%, you must call FVRL Finance (360) 906-5060 for an updated purchase order. Shipping charges in excess of the amount listed will not be honored.

Uline

Purchase Order



FVRLibraries
FORT VANCOUVER REGIONAL LIBRARIES

Page 2/1
Purchase Order
Purchase Order No. 009306
Date 4/26/2021

[Handwritten Signature]

4/29/21

Authorized Signature

Date

Approved in fiscal year budget

New Request

Kamichasi

4-29-21

Order Placed By (Print)

Date



RECEIVER

Purchase Order

Purchase Order No. 009306
Date 4/26/2021

Vendor:

ULINE
PO BOX 88741
CHICAGO IL 60680-1741

Ship To:

Ft Vancouver Reg Library Dist
1007 E Mill Plain Boulevard
Vancouver WA 98663

Contract Number:

^ Changed Since the Previous Revision

L/N	Item / Ship Method	Description / Reference Number	Req. Date	U/M	Ordered	Unit Price	Ext. Price	Payment Terms	Confirm With	Page
										1
1	S-23968 DELIVERY	CP Plexiglass COVID S-23968	4/29/2021	Each	4	\$185.0000	\$740.00			
2	S-22455 DELIVERY	#1 Mailers S-22455	4/29/2021	Each	3	\$20.0000	\$60.00			
3	H-2396 DELIVERY	Asphalt installation kit H-2396	4/29/2021	Each	6	\$15.0000	\$90.00			
4	H-4608B/Y DELIVERY	Parking stops for Yale H-4608B/Y	4/29/2021	Each	6	\$65.0000	\$390.00			

Subtotal	\$1,280.00
Trade Discount	\$0.00
Freight	\$98.63
Miscellaneous	\$0.00
Tax	\$115.81
Order Total	\$1,494.44
Prepayment	\$0.00

FORT VANCOUVER REGIONAL LIBRARY

I certify that the materials have been furnished, the services rendered or the labor performed as described herein.

Name

5-3-21

Date

FVRL
MAY 03 2021
Mailroom



1-800-295-5510
 uline.com
 PO Box 88741 • Chicago, IL 60680-1741

INVOICE

ULINE FED ID#: 36-3684738

INVOICE #: 133170780

ORDER #: 53966897

THANK YOU FOR YOUR ORDER. ULINE CUSTOMER SINCE 2001

SOLD TO: FT VANCOUVER REGIONAL LIBRARY
 11818 SE MILL PLAIN BLVD
 STE 415
 VANCOUVER WA 98684-5092

SHIP TO: FORT VANCOUVER REGIONAL LIBRAR
 11818 SE MILL PLAIN BLVD
 STE 415
 VANCOUVER WA 98684-5092

RECEIVED
 APR 30 2021

F.V.R.L. Admin Services

CUSTOMER NO.		PURCHASE ORDER NO.		SHIP VIA	ORDER DATE	DATE SHIPPED	TERMS	INVOICE DATE
363494		9306		OAK HARBOR	04/29/21	04/29/21	NET 30 DAYS	04/29/21
QTY ORDERED	U/M	BACK ORDERED	ITEM NUMBER	DESCRIPTION		UNIT PRICE	EXTENDED PRICE	
6	EA		H-4608B/Y	PARKING STOPS - 6', RUBBER, BLACK/YELLOW		65.00	390.00	
6	ST		H-2396	ASPHALT INSTALLATION KIT		15.00	90.00	
3	CT		S-22455	ULINE ECONOMY GOLD BUBBLE MAILERS #1 - 7 1/4 X 12"		20.00	60.00	
4	EA		S-23968	COUNTER SAFETY SHIELDS - 34 X 42 X 12", WINDOW		185.00	740.00	

Date:	5/19/21	Rec'd by:	[Signature]
Date:		Acq'd by:	[Signature]
Director's Signature:	[Signature]	Amount	
Budget number			

ORDER PLACED BY: KAMI GETSFRID
 INTERNET PRO #: 83699960

SUB-TOTAL	SALES TAX	SHIPPING/HANDLING	AMOUNT DUE
1,280.00	117.18	98.63	1,495.81

CUSTOMER: [REDACTED] INVOICE DATE: [REDACTED] AMOUNT DUE: [REDACTED]



PARKROSE HARDWARE

8000 E. Mill Plain Blvd.
360.433.0855

Vancouver, Washington 98664
Fax 360.433.0856

RESTOCK FEE MAY APPLY TO ALL RETURNS.
NO RETURNS AFTER 60 DAYS.

SOLD TO: FORT VANCOUVER REG LIBRARY
1007 E MILL PLAIN BLVD.

VANCOUVER WA 98663

SHIP TO:

CUSTOMER NO: 3494
TERMS: BLUETARP STD TERMS

DATE / TIME: 5/10/21 10:55
CLERK / TERM: MW10626 3712
SALESPERSON:
TAX CODE: 031 VANCOUVER HEIGHTS TAX

JOB NO: 000
DUE DATE: 6/10/21

INVOICE: F94248/R

QUANTITY	UM	ITEM	DESCRIPTION	UNITS	SUGG	PRICE /PER	EXTENSION
2	EA	1338788	59901 1-1/4IN DIE CST KNB SN 10P	2		22.99 EA	45.98
2	EA	1388949	6 X 5/8 FLTPHL WDSCRW	2		5.89 EA	11.78
			XXXXXXXXXXXX1920 \$62.61				
			AUTH:249691 REF:594248				
<p><i>Cabinet Door Knobs</i></p> <p><i>Yale</i></p>			Date: <i>5/13/2021</i>		Rec'd by: <i>[Signature]</i>		
			Date: <i>5/10/2021</i>		Aprvd by: <i>[Signature]</i>		
			Directors Signature:		<i>[Signature]</i>		
			Budget number		Amount <i>62.61</i>		
			<i>007 101 028 50 35 00</i>				

** REMIT TO BLUETARP **

62.61	TAXABLE	57.76
	NON-TAXABLE	0.00
	SUB-TOTAL	57.76
	TAX AMOUNT	4.85
	TOTAL AMOUNT	62.61

X *[Signature]*
Received By

APP: 249691
(SETH KLEMENT)





Shur-Way Building Center Vancouver
 7124 NE St Johns Rd
 Vancouver, WA 98665
 360-693-4737
 Fax: 360-695-0236

CUSTOMER COPY



INVOICE

2105-966585 PAGE 1 OF 1

SOLD TO
FORT VANCOUVER REGIONA LIBRARY 1007 E MILL PLAIN BLVD VANVOUVER WA 98663

JOB ADDRESS
FORT VANCOUVER REGIONA LIBRARY 1007 E MILL PLAIN BLVD VANVOUVER WA 98663 360-906-5000

ACCOUNT	JOB
F0105	0
SOLD ON	5/6/2021 10:05:01 AM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	YALE
STATION	VAN3
CASHIER	JOSH
SALESPERSON	
ORDER ENTRY	

Thank you, we appreciate your business! Stay Safe out there!

Quantity	UM	Item	Description	D	T	Price	Per	Amount
26	PC	6390	Dura Close Compact Hinge 1/2" Overlay		Y	1.9900	PC	51.74
26	PC	CABFACE	Euro Face Frame 0mm Full Overlay Blum Plate		Y	1.1900	PC	30.94
1	EACH	CABBUMPER	3/8" CLEAR BUMPER (150pcs/card)(450pcs master sheet)		Y	5.9900	EACH	5.99

Yale
Cabinet door hinges

Date: 5/13/2021	Rec'd by: <i>[Signature]</i>
Date: 5/10/2021	Aprvd by: <i>[Signature]</i>
Directors Signature: <i>[Signature]</i>	
Budget number	Amount 96.12
<i>DD-7 101 028 50 35 00</i>	

Payment Method(s)

Charge to Acct 96.12

0666 8.40%	SubTotal	88.67
	Sales Tax	7.45
	Deposit	
Please Pay This Amount		96.12

RETURN POLICY

Returns must be in sellable condition within 30 days. special orders can be subject to a 20% Restock fee and must be returned within 30 days or it will not be returnable

[Signature]

Signature



Shur-Way Building Center Vancouver
 7124 NE St Johns Rd
 Vancouver, WA 98665
 360-693-4737
 Fax: 360-695-0236

CUSTOMER COPY



INVOICE

2104-962853 PAGE 1 OF 1

SOLD TO
FORT VANCOUVER REGIONA LIBRARY 1007 E MILL PLAIN BLVD VANVOUVER WA 98663

JOB ADDRESS
FORT VANCOUVER REGIONA LIBRARY 1007 E MILL PLAIN BLVD VANVOUVER WA 98663 360-906-5000

ACCOUNT	JOB
F0105	0
SOLD ON	4/26/2021 8:51:22 AM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	YALE
STATION	VAN1
CASHIER	MARTY
SALESPERSON	
ORDER ENTRY	

Thank you, we appreciate your business! Stay Safe out there!

Quantity	UM	Item	Description	D	T	Price	Per	Amount
1	PC	QTRIM	Fast Cap Quad Trimmer (1/2"-1-1/4")		Y	19.9900	PC	19.99
40	LF	EBWBIRCH	13/16" WHITE BIRCH EDGE BANDING IRON ON		Y	0.2500	LF	10.00
40	PC	CAB5MMCLEAR	5MM PLASTIC SHELF PIN CLEAR		Y	0.1500	PC	6.00

Yale
 Casework supplies
 Date: 4/28/2021 Rec'd by: S.T.
 Date: 4/26/2021 Aprvd by: J.M.
 Directors Signature: _____
 Budget number Amount 39.01
 007 101 028 50 35 00

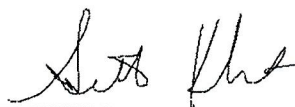
Payment Method(s)

Charge to Acct 39.01

0666 8.40%	SubTotal	35.99
	Sales Tax	3.02
	Deposit	
Please Pay This Amount		39.01

RETURN POLICY

Returns must be in sellable condition within 30 days. special orders can be subject to a 20% Restock fee and must be returned within 30 days or it will not be returnable



 Signature

Yale Valley Library District

Regular Meeting Minutes

May 13, 2021

Location: Virtual Meeting

Attendees:

YVLD Board of Trustees: Eric Reese, Chris Conroy, Bob Appling, Kathi Wheeler

FVRL: Amelia Shelley, Carrie Greenwood, Jennifer Hauan, Jay McCuiston

Guests: Cynthia McAllister

1. Call to Order: Reese called the meeting to order at 6:00 P.M.
2. Roll Call of those present
3. Agenda Approval: Wheeler moved to approve the May 13 agenda. Conroy seconded the motion. The motion was approved by each trustee.
4. Introductions & Welcomes / Chair Announcements: Reese had no comments to make except that he noticed the lawn has been mowed and it looks great.
5. Consent Agenda:
 - a. Minutes Approval, April 8, 2021: Wheeler moved to approve the April 8 minutes. Appling seconded the motion. The motion was approved by each trustee.
 - b. Approval of building project bills, reviewed by Chris Conroy: Conroy stated that in reviewing the invoices, she had a question about the Office Depot amount for \$54.16. It turns out that the 2 bulletin boards that were purchased for Yale, at the cost of \$244.01, were too large for Yale. They were subsequently sent to the Ridgefield Library for their use, and Hauan purchased 2 smaller bulletin boards for Yale. The \$54.16 is the cost for the smaller boards.

Conroy moved to approve payment of the invoice dated 4-29-2021 in the amount of \$34,759.31, removing the \$244.01 for the boards sent to Ridgefield. Wheeler seconded the motion. The motion was approved by each trustee.
 - c. Revised Board By-laws: Wheeler asked if the Board needs to post the changes to the By-laws before they can be approved. Conroy responded that Article VI of the current By-laws states that they can be revised or amended at any regular or special meeting of the Board provided the Trustees receive copies of the change(s) at least one week prior to the meeting.

Wheeler stated that Conroy has done a fantastic job in revising the By-laws. Wheeler moved to approve the revised Board By-laws. Appling seconded the motion. The motion was approved by each trustee.

6. Financial Report: Greenwood reviewed the April 2021 Financial Statement.
 - a. Architect Bill Review: Discussion centered on the April 2021 invoice amount of \$5,613.94 for Johansson Architecture. Johansson responded to Shelley's request for more information on the billings by explaining that his firm had put in over 11 weeks of work on the Phase II project that were not billed to Yale. Shelley had previously rejected this 11 weeks of work because the Board had not been consulted about the additional time and had not approved additional expenses. Most of this work was for Value Engineering and was not part of the original Phase II agreement.

Reese emphasized that after the Board agreed to the Phase II contract, the expectation was that the changes would be completed in time for the project to go out to bid in the fall of 2019. Instead, the Board did not receive the changes until February, 2020.

Reese, also, questioned if the Board would continue to receive bills over a year after the charges were incurred. Shelley responded that Johansson has had some staffing issues, as well as FVRL has had problems with bill payments due both to the flood at Operations Center and the complications arising from the COVID pandemic.

Conroy asked if Yale would be receiving more bills from Johansson for the project. McCuistion responded that there isn't much work left to do, just the final closeout, and the cost should be minimal. Conroy moved to approve the April invoice in the amount of \$5,613.94. Appling seconded the motion. The motion was approved by each trustee.

7. Building Project Update:
 - a. Project Update: McCuistion reported that 98% of the building is completed. He is waiting for the occupancy rate from Cowlitz County; and the operations and maintenance manual from Pacific Tech. McCuistion received a quote of \$3636.11 for a 10' by 12' pre-made shed. The cost does not include painting, but there is still plenty of paint left over to cover the shed. The Board did not have objections with McCuistion moving forward with purchasing the shed.
 - b. Building Signs: All the signage on the building is complete. There are just "no trespassing" and "no parking" signs left to install on the property.
 - c. Landscaping: Wheeler thanked McCuistion for watering the grass, and asked if this needs to be done on a regular basis. McCuistion replied that Huan, also, has volunteered to water the grass, but going forward this will need to be reviewed.

Wheeler reported that at the last Friends meeting, the members decided that they would like YVLD to put out a bid for a landscaper, preferably one specializing in PNW native plants, to design and install the landscaping. The trustees were in agreement with this plan. McCuistion estimated that it would cost about \$10,000 for a landscape design and another \$15,000 for the planting and irrigation installations. Wheeler said

she is compiling a list of native plant landscapers; McCuistion asked that this information be passed on to him.

- d. Opening Plans: Discussion centered around plans for a small, “soft” opening on June 19, with a larger Grand Opening at a later date, possibly in the fall, when larger gatherings can safely take place. Wheeler will add this to the Friends agenda for their May meeting.
 - e. Staffing: Hauan reported that openings for both staff positions went out, and they had an internal posting accepted for the Public Service Assistant position. No one in-house applied for the Senior Branch Manager position so it has been publicly posted.
 - f. Fencing: Conroy questioned the need for a permanent fence on the east property line now that a cable has been strung across to prevent parking there. Reese asked for pricing for a permanent fence for that section just to have some idea of what it would cost. McCuistion will obtain that.
- 8. COVID-19 Update for Yale: Shelley reported the Governor is planning to move all areas of the State into Phase 3 on June 30.
 - 9. Branch Manager Report: Hauan reported that she has enjoyed her Wednesday afternoons at Yale. All branches are gradually increasing access to patrons. Summer programming will be virtual; more information on the programs will be available later.
 - 10. Citizen Comments: none
 - 11. Board Comments: Wheeler would like to discuss the meeting room use policy, and review the arts policy at the next board meeting. Wheeler, also, reported that the second Bill Foss bench has been delivered to the library and is ready to be installed outside. Conroy asked if any action has been taken yet by the County Commissioners on McAllister’s trustee application. Reese responded that he had checked on the appointment about a month ago, and will contact Tiffany in the Commissioner’s office again.
 - 12. Adjournment: Wheeler moved to adjourn the meeting. Appling seconded the motion. The meeting adjourned at 7:33 P.M.

YVLD Board Chair

Date