



## Agenda for Regular Public Meeting

**Date:** September 28, 2023

**Time:** 6:00 PM

**Location:** Yale Valley Community Library  
11700 Lewis River Road, Ariel, WA 98603

- |   |             |
|---|-------------|
| 1. Call to Order  | 6:00 PM     |
| 2. Agenda Approval                                      | ACTION      |
| 3. Introductions and Welcomes/Chair Announcements       | INFORMATION |
| 4. Consent Agenda                                       | ACTION      |
| a. Minutes Approval: April 13, 2023 and June 8, 2023    |             |
| b. Approval of bills: Reviewed by Bob Appling           |             |
| 5. Financial Report                                     | INFORMATION |
| a. June/July/August 2023                                |             |
| 6. Draft 2024 Budget                                    | DISCUSSION  |
| 7. Discussion of Yale Annexation to FVRL                | DISCUSSION  |
| 8. Facilities   | INFORMATION |
| 8.1 Code Lock Installation on Exterior Utility Room     | ACTION      |
| 9. Board Vacancies                                      | DISCUSSION  |
| 10. Email Addresses                                     | DISCUSSION  |
| 11. Branch Manager Report: Jennifer Hauan/Lesley Miller | INFORMATION |
| 12. Citizen Comments                                    |             |
| 13. Board Comments                                      |             |
| 14. Adjournment   |             |

# Yale Valley Library District

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Regular Meeting

April 13, 2023

Yale Valley Community Library

6:00 pm

Trustees: Tina Moir, Cynthia McAllister, Bob Appling, and Kathi Wheeler

FVRL: Jennifer Hauan, Amelia Shelley, and Lesley Miller

Woodland School District: Vickie Barnes

Community Members: Julie Starr and Rob Starr

1. The meeting was called to order at 6:00 pm by the chair, Tina Moir.
2. Agenda: The agenda was appended to include a presentation by Vickie Barnes, Civil Right Coordinator and Affirmative Action Officer from the Woodland School District to discuss a MOU agreement with YVLD and FVRL to provide emergency shelter to Yale Elementary School students. Wheeler/Appling The Amended agenda was approved by all trustees present.
3. Tina Moir welcomed everyone and stated there were no announcements.
4. Vickie Barnes presented to the board a plan to provide a safety reunification site for the teachers and children of Yale Elementary School in case of an emergency. The library would be one of three sites in the Yale Valley including Andersen Lodge and the fire station. She is asking the board to sign a five year MOU with the district. Appling/Moir The MOU was approved by all trustees present.
5. Consent Agenda
  - a. The minutes of February 9, 2023 meeting were approved. Moir/Appling The minutes were approved by all trustees present.
  - b. Approval of bills: Bob Appling reviewed the bill from Shurway Lumber in the amount of \$16.41. Wheeler/Moir The bill was approved by all trustees present.
6. Financial Report: Amelia Shelley, FVRL: Amelia reviewed three months of YVLD financials, year to date. Revenue through March 31, 2023 was \$3,320.00 revenue received for a Total Cash Balance of \$344,832.00. Amelia discussed the state of Washington purchasing forest carbon credits to create steady revenue for districts.
7. Facilities: Amelia reported routine maintenance at the library. The fire departments junk cars were also discussed and hopefully they will move soon. They are a hazard and look ugly next to the library. The Port of Woodland will kick off their dark fiber project with a presentation at the library May 12, 2023. Time to be decided. Screens were installed and the remote for the shades were repaired. Several areas on the outside of the building will be stained again.

8. YVLD Board Vacancies: Tina reminded the board that June will be her last meeting as a trustee. Julie Starr has submitted an application for a position on the board. We are going to try to expedite her appointment as we still need one additional board member.
9. At our next meeting we will be reviewing 2 policies. Basically the Siting of Library Facilities is complete but in need of review. The Capital Asset Management is required by the state along with the risk assessment. We will track and value assets electronically with special attention to item valued over \$10,000.00.
10. The trustees will be required to update emails with FVRL accounts. Amelia will check to be sure we know the correct cost per account.
11. Branch Manager Report: Jennifer Hauan: The Woodland Library's big fundraiser will be April 29, 2023 from 5-9pm at the Petersen Barn in the Woodland Bottoms. Tickets are still available. Ground breaking for the new library will be in June, 2023. The Summer Reading program will begin in June at all libraries. There will be performers, book discussions and art making. Lesley Miller reported that the Yale Community Library has been very busy. The class for Mason Bees exceeded everyone's expectations. Yale School is visiting regularly and once Lesley visited Yale School for the Dr. Suess reading program.
12. Citizen Comments: No comments.
13. Board Comments: Bob Appling reported that numbers at the library users are over 700. Lesley reported that she is receiving requests for library cards from new families. Amelia reminded trustees that elections will be held for officers in June. It was suggested that we change our August meeting date to August 9, 2023 to be assured there is a quorum. No action was taken.
14. Adjournment: The meeting was adjourned at 7:03pm Moir/Wheeler. The motion was approved by all trustees present.

Respectfully Submitted,

Kathi Wheeler

YVLD Secretary

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Presiding Officer

# Yale Valley Library District

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Regular Meeting

June 8, 2023

Yale Valley Community Library

6:00 pm

Trustees: Tina Moir, Kathi Wheeler & Juie Starr

FVRL: Amelia Shelley, Jennifer Hauan, Attar Bhangal, Lynn Caldwell & Justin Keeler

YVLD: Lesley Miller

Community Members: Mike & Chris Conroy, Rob Starr

1. The meeting was called to order by the chair, Tina Moir at 6:00pm.
2. Agenda: The agenda was approved. Wheeler/Moir The agenda was approved by all trustees present.
3. Tina welcomed Julie Starr to her first meeting as a trustee. Tina had all present introduce themselves. Sadly, this will be Amelia's last meeting with the YVLD. She will be retiring the end of July.
4. The minutes of the April 13, 2023 could not be approved as only 2 trustees were present who attended that meeting. There were no bills so the board went ahead with the FVRL Contract Services Invoice. The invoice for \$70,000.00 is the first half of the 2023 payment for services provided by FVRL. The invoice was approved. Moir/Wheeler The motion was approved by all trustees present.
5. Financial Report: Attar Bhangal, FVRL. Attar reviewed the revenues through April and May, 2023. Total Capital and Non Capital for the month ending April, 2023 was \$357,712.00. Total Capital and Non Capital for the month ending May, 2023 was \$397,997.00.
6. Facilities: Lesley reported that broadband work with the Port of Woodland is continuing. Equipment is being installed in the outside access room. The Port has agreed to offset any rise in electricity cost that would result in the use of this equipment. Attar will monitor our PUD bill. Bob and Barb Boyd donated the lovely hanging baskets at the library entry. The outside Bill Foss bench has been stained. Kathi will send a Thank You note to the Boyd's.
7. Board Vacancies: We welcomed Julie Starr to the board. However, we will continue to search for another member to fill the existing vacancy.
8. Election of Officers: The election of officers was postponed until our next regular meeting August 9, 2023 when more trustees will be present.

9. Policy Review: Capital Asset Management. A second reading of the YVLD Capital Asset Management Policy was read. It was noted that a change from \$10,000.00 to \$5,000.00 or more purchased by or donated to the YVLD will be considered a capital asset. This policy will be brought back to the board in August for approval. Tina also suggested that the list of assets of the Library be reviewed before approval.
10. Lynn Caldwell said that the email addresses for the YVLD board of trustees is ready and they will be contacting trustees soon to make the change.
11. Branch Manager Report: Jennifer Hauan reported that the bid for the new Woodland Library went out Monday, June 5, 2023. The bids must be returned by July 17, 2023. Summer Reading will be beginning at the libraries soon. Lesley reported that the Reptile Man gave a program for the students at Yale. There will be several more different performances in July and August. In April there were 756 patrons visiting the library and in May, there were 805 Lesley reported. During the Ribbon cutting for the Port of Woodland's Dark Fiber project, 16 new library cards were issued.
12. Citizen Comments: Mike Conroy said that the staff at the Yale Valley is doing a great job!
13. Board Comments: Tina Moir complemented the library staff. Kathi Wheeler said it has been a pleasure to work with Tina on the board. She has been a wonderful booster of the new library and will be missed on the board. She also continued that it has been great working with Amelia and we all wish her well in retirement.
14. Tina adjourned the meeting at 6:47pm.

Respectfully Submitted,

# Invoice



**FVRLibraries**  
FORT VANCOUVER REGIONAL LIBRARIES

Page 1/1  
Invoice 1113  
Date 8/28/2023

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

**Remit To:** Fort Vancouver Regional Library District  
2018 Grand Blvd  
Vancouver, WA 98661

Please return a copy of this invoice with payment.

Purchase Order No.	Customer ID		Payment Terms		
	YALE0001				
Qty		Description		Unit Price	Ext. Price
1		HOSE BIB HANDLE - AMAZON		\$12.80	\$12.80

Subtotal \$12.80  
Tax \$0.00  
Total \$12.80

COPY



Final Details for Order #114-5968537-1316247

Order Placed: May 25, 2023  
PO number : Yale  
Amazon.com order number: 114-5968537-1316247  
Order Total: \$12.80

Shipped on May 25, 2023	
<b>Items Ordered</b>	<b>Price</b>
1 of: Prier PRIER-C-134KT-805 C-134KT-805 Replacement Handle and Screw Kit for C-134/144/154 Sold by: PartsFaster ( <a href="#">seller profile</a> ) Condition: New	\$11.78
<b>Shipping Address:</b> Fort Vancouver Regional Library/ Jay McCuiston 2018 GRAND BLVD VANCOUVER, WA 98661-4711 United States	Item(s) Subtotal: \$11.78 Shipping & Handling: \$0.00 ----- Total before tax: \$11.78 Sales Tax: \$1.02 -----
<b>Shipping Speed:</b> Economy Shipping	<b>Total for This Shipment: \$12.80</b> -----

Payment information	
<b>Payment Method:</b> Visa   Last digits: 4224	Item(s) Subtotal: \$11.78 Shipping & Handling: \$0.00 -----
<b>Billing address</b> Fort Vancouver Regional Library/ Jay McCuiston 2018 GRAND BLVD VANCOUVER, WA 98661-4711 United States	Total before tax: \$11.78 <b>Estimated Tax: \$1.02</b> ----- <b>Grand Total: \$12.80</b>
<b>Credit Card transactions</b>	Visa ending in 4224: May 25, 2023: \$12.80

To view the status of your order, return to [Order Summary](#) .



**FVRLibraries**  
 FORT VANCOUVER REGIONAL LIBRARIES

Page 1/1  
 Invoice 1102  
 Date 7/10/2023

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

**Remit To:** Fort Vancouver Regional Library District  
 2018 Grand Blvd  
 Vancouver, WA 98661

Please return a copy of this invoice with payment.

Purchase Order No.		Customer ID			Payment Terms		
		YALE0001					
Qty		Description			Unit Price	Ext. Price	
1		PLANT HANGERS -	PARKROSE HARDWARE		\$39.04	\$39.04	
1		MAINTENANCE SUPPLY	HOME DEPOT		\$48.87	\$48.87	

**Subtotal** \$87.91  
**Tax** \$0.00  
**Total** \$87.91





# PARKROSE HARDWARE

8002 NE. 6th Ave. Vancouver, Washington 98665  
360.635.4700 Fax 360.635.4676

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

SOLD TO: FORT VANCOUVER REG LIBRARY  
2018 GRAND BLVD  
VANCOUVER WA 98661

CUSTOMER NO: 3494  
TERMS: COTC  
PURCHASE ORDER: YALE

DATE / TIME: 5/17/23 12:10  
CLERK / TERM: 015331 3814  
SALESPERSON:  
TAX CODE: P41 0666 VANCOUVER HAZEL

JOB NO: 000  
DUE DATE: 6/10/23

SHIP TO:  
PO # YALE

## INVOICE: F52461/S

QUANTITY	UM	ITEM	DESCRIPTION	UNITS	SUGG	PRICE /PER	EXTENSION												
2	EA	1260880	N274-647 12IN OTDR BRCKT BK XXXXXXXXXXXX1920 \$39.04 AUTH:544508 REF:552461 <i>Yale Plant hangers</i>	2		17.99 EA	35.98												
			<table border="1"> <tr> <td>Date: 5-17-23</td> <td>Rec'd by: <i>CS</i></td> </tr> <tr> <td>Date: 5/18/23</td> <td>Aprvd by: <i>VM</i></td> </tr> <tr> <td>Directors Signature:</td> <td><i>[Signature]</i></td> </tr> <tr> <td>Budget number</td> <td>Amount 39.04</td> </tr> <tr> <td><i>007</i></td> <td></td> </tr> <tr> <td><i>007-101-028 50.31.03</i></td> <td></td> </tr> </table>	Date: 5-17-23	Rec'd by: <i>CS</i>	Date: 5/18/23	Aprvd by: <i>VM</i>	Directors Signature:	<i>[Signature]</i>	Budget number	Amount 39.04	<i>007</i>		<i>007-101-028 50.31.03</i>					
Date: 5-17-23	Rec'd by: <i>CS</i>																		
Date: 5/18/23	Aprvd by: <i>VM</i>																		
Directors Signature:	<i>[Signature]</i>																		
Budget number	Amount 39.04																		
<i>007</i>																			
<i>007-101-028 50.31.03</i>																			
					39.04	TAXABLE	35.98												
						NON-TAXABLE	0.00												
						SUB-TOTAL	35.98												
					39.04	TAX AMOUNT	3.06												
						<b>TOTAL AMOUNT</b>	<b>39.04</b>												

\*\* REMIT TO CAPITAL ONE \*\*

\*\* Capital One PAYMENT\*\*

BKCRD# XXXXXXXXXXXXXXX1920

MID: 9081  
XR: 552461

APP: 544508  
(SETH KLEMENT)

*X [Signature]*

Received By



22



How doers  
get more done.

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

4718 00062 58008 05/18/23 11:53 AM  
SALE SELF CHECKOUT

097298072345 SLVRBULT50 <A> 29.98  
SILVER BULLET HOSE 50 FT  
042206086389 WAND <A> 14.98  
MULTI PATTERN WATER WAND

SUBTOTAL 44.96  
SALES TAX 3.91  
TOTAL \$48.87

XXXXXXXXXXXX9141 HOME DEPOT USD\$ 48.87  
AUTH CODE 018583/4624304 TA

FORT VANCOUVER REGIO  
KL  
Ch

Date	5-18-23	Rec'd by	JW
Date	5/18/23	Approved by	JW
Director's Signature		Amount	48.87
Budget number	00110102850		3103

*Yale  
Hose / water wand*



# Yale Valley Library District

*For the Month Ending June 30, 2023 (With Year-to-Date Totals)*

## **Statement of Cash**

December 31, 2022 Ending Cash Balance	\$	341,513
Year-to-date Revenue Received		95,536
Year-to-date Expenditures		<u>(70,016)</u>
Cash Balance June 30, 2023	\$	367,032

# Yale Valley Library District

For the Month Ending June 30, 2023 (With Year-to-Date Totals)

## Revenue

Description	2023 Budget (Approved 11/2022)	June 2023 Revenues	Year-to-Date Totals thru June 2023	Year -to - Date Annual Budget Percent
<b>Property Taxes</b>				
311.10 Property Tax Collections - Yale Valley District	\$ 125,000	\$ 21,241	\$ 75,470	60.38%
<b>Total Property Taxes</b>	<b>125,000</b>	<b>21,241</b>	<b>75,470</b>	<b>60.38%</b>
<b>Other Taxes</b>				
317.2 Leasehold Excise Tax	-	0	1	0.00%
<b>Total Other Taxes</b>	<b>-</b>	<b>0</b>	<b>1</b>	<b>0.00%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
335.02 DNR - Timber Revenue	35,000	16,009	16,020	45.77%
361.02 DNR - Other Revenue	100	-	60	59.79%
335.02 State Capital Grant	-	-	-	0.00%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>35,100</b>	<b>16,009</b>	<b>16,080</b>	<b>45.81%</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	2,500	850	3,986	159.42%
367-10 Non-Governmental Contributions	500	-	-	0.00%
367-10 Grant Revenue	-	-	-	0.00%
369.90 Miscellaneous Revenue	-	-	-	0.00%
<b>Total Miscellaneous</b>	<b>3,000</b>	<b>850</b>	<b>3,986</b>	<b>132.85%</b>
<b>Total Revenue:</b>	<b>\$ 163,100</b>	<b>\$ 38,100</b>	<b>\$ 95,536</b>	<b>58.58%</b>
Transfer from Reserves	\$ 16,900	\$ -	\$ -	0.00%
<b>Total Revenue and Reserves</b>	<b>\$ 180,000</b>	<b>\$ 38,100</b>	<b>\$ 95,536</b>	<b>53.08%</b>

## Expenses

Description	2023 Budget (Approved 11/2022)	June 2023 Expenses	Year-to-Date Totals thru June 2023	Year to Date Annual Budget Percentage
<b>Other Services / Charges</b>				
572.41 Professional Services	\$ 140,000	\$ 70,000	\$ 70,016	50.01%
572.41 Professional Services-Fundraising/Architect	-	-	-	0.00%
572.62 Capital Outlay	40,000	-	-	0.00%
<b>Grand Total Expense:</b>	<b>\$ 180,000</b>	<b>\$ 70,000</b>	<b>\$ 70,016</b>	<b>38.90%</b>

Net Cash Activity	\$ 25,520
Jan. 1, 2023 Cash with County Treasurer	341,513
<b>Ending Cash</b>	<b>\$ 367,032</b>

Non-Capital Reserve	\$ 290,879
Capital Reserve	76,153
<b>Total</b>	<b>\$ 367,032</b>

# Yale Valley Library District

For the Month Ending June 30, 2023 (With Year-to-Date Totals)

## Schedule of Reserves

<b>Non Capital Reserve Beginning Balance January 1, 2023</b>	\$	285,425
Property Tax Collections (Revenue)		75,470
Other Taxes (Revenue)		1
Professional Expenses (Expenses)		(70,016)
<b>Non Capital Reserve Ending Balance June 30, 2023</b>	<u>\$</u>	<u>290,879</u>
<b>Capital Reserve Beginning Balance January 1, 2023</b>	\$	56,088
Intergovernmental, Grants and Contracts (Revenue)		16,080
Miscellaneous (Revenue)		3,986
Professional Services Architects (Expenses)		-
Capital Out lay (Expenses)		-
<b>Capital Reserve Ending Balance June 30, 2023</b>	<u>\$</u>	<u>76,153</u>
<b>Total Non Capital and Capital Reserves</b>	<u>\$</u>	<u>367,032</u>

# Yale Valley Library District

*For the Month Ending July 31, 2023 (With Year-to-Date Totals)*

## **Statement of Cash**

December 31, 2022 Ending Cash Balance	\$	341,513
Year-to-date Revenue Received		97,222
Year-to-date Expenditures		<u>(70,016)</u>
Cash Balance July 31, 2023	\$	368,718

# Yale Valley Library District

For the Month Ending July 31, 2023 (With Year-to-Date Totals)

## Revenue

Description	2023 Budget (Approved 11/2022)	July 2023 Revenues	Year-to-Date Totals thru July 2023	Year -to - Date Annual Budget Percent
<b>Property Taxes</b>				
311.10 Property Tax Collections - Yale Valley District	\$ 125,000	\$ 899	\$ 76,370	61.10%
<b>Total Property Taxes</b>	<b>125,000</b>	<b>899</b>	<b>76,370</b>	<b>61.10%</b>
<b>Other Taxes</b>				
317.2 Leasehold Excise Tax	-	-	1	0.00%
<b>Total Other Taxes</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>0.00%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
335.02 DNR - Timber Revenue	35,000	-	16,020	45.77%
361.02 DNR - Other Revenue	100	-	60	59.79%
335.02 State Capital Grant	-	-	-	0.00%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>35,100</b>	<b>-</b>	<b>16,080</b>	<b>45.81%</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	2,500	787	4,772	190.90%
367-10 Non-Governmental Contributions	500	-	-	0.00%
367-10 Grant Revenue	-	-	-	0.00%
369.90 Miscellaneous Revenue	-	-	-	0.00%
<b>Total Miscellaneous</b>	<b>3,000</b>	<b>787</b>	<b>4,772</b>	<b>159.08%</b>
<b>Total Revenue:</b>	<b>\$ 163,100</b>	<b>\$ 1,686</b>	<b>\$ 97,222</b>	<b>59.61%</b>
Transfer from Reserves	\$ 16,900	\$ -	\$ -	0.00%
<b>Total Revenue and Reserves</b>	<b>\$ 180,000</b>	<b>\$ 1,686</b>	<b>\$ 97,222</b>	<b>54.01%</b>

## Expenses

Description	2023 Budget (Approved 11/2022)	July 2023 Expenses	Year-to-Date Totals thru July 2023	Year to Date Annual Budget Percentage
<b>Other Services / Charges</b>				
572.41 Professional Services	\$ 140,000	\$ -	\$ 70,016	50.01%
572.41 Professional Services-Fundraising/Architect	-	-	-	0.00%
572.62 Capital Outlay	40,000	-	-	0.00%
<b>Grand Total Expense:</b>	<b>\$ 180,000</b>	<b>\$ -</b>	<b>\$ 70,016</b>	<b>38.90%</b>

Net Cash Activity	\$ 27,206
Jan. 1, 2023 Cash with County Treasurer	341,513
<b>Ending Cash</b>	<b>\$ 368,718</b>

Non-Capital Reserve	\$ 291,779
Capital Reserve	76,940
<b>Total</b>	<b>\$ 368,718</b>

# Yale Valley Library District

For the Month Ending July 31, 2023 (With Year-to-Date Totals)

## Schedule of Reserves

<b>Non Capital Reserve Beginning Balance January 1, 2023</b>	\$	285,425
Property Tax Collections (Revenue)		76,370
Other Taxes (Revenue)		1
Professional Expenses (Expenses)		(70,016)
<b>Non Capital Reserve Ending Balance July 31, 2023</b>	<u>\$</u>	<u>291,779</u>
<b>Capital Reserve Beginning Balance January 1, 2023</b>	\$	56,088
Intergovernmental, Grants and Contracts (Revenue)		16,080
Miscellaneous (Revenue)		4,772
Professional Services Architects (Expenses)		-
Capital Out lay (Expenses)		-
<b>Capital Reserve Ending Balance July 31, 2023</b>	<u>\$</u>	<u>76,940</u>
<b>Total Non Capital and Capital Reserves</b>	<u>\$</u>	<u>368,718</u>



# Yale Valley Library District

*For the Month Ending August 31, 2023 (With Year-to-Date Totals)*

## **Statement of Cash**

December 31, 2022 Ending Cash Balance	\$	341,513
Year-to-date Revenue Received		98,924
Year-to-date Expenditures		<u>(70,016)</u>
Cash Balance August 31, 2023	\$	370,420

# Yale Valley Library District

For the Month Ending August 31, 2023 (With Year-to-Date Totals)

## Revenue

Description	2023 Budget (Approved 11/2022)	August 2023 Revenues	Year-to-Date Totals thru August 2023	Year -to - Date Annual Budget Percent
<b>Property Taxes</b>				
311.10 Property Tax Collections - Yale Valley District	\$ 125,000	\$ 580	\$ 76,950	61.56%
<b>Total Property Taxes</b>	<b>125,000</b>	<b>580</b>	<b>76,950</b>	<b>61.56%</b>
<b>Other Taxes</b>				
317.2 Leasehold Excise Tax	-	-	1	0.00%
<b>Total Other Taxes</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>0.00%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
335.02 DNR - Timber Revenue	35,000	262	16,282	46.52%
361.02 DNR - Other Revenue	100	0	60	59.83%
335.02 State Capital Grant	-	-	-	0.00%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>35,100</b>	<b>262</b>	<b>16,342</b>	<b>46.56%</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	2,500	859	5,632	225.27%
367-10 Non-Governmental Contributions	500	-	-	0.00%
367-10 Grant Revenue	-	-	-	0.00%
369.90 Miscellaneous Revenue	-	-	-	0.00%
<b>Total Miscellaneous</b>	<b>3,000</b>	<b>859</b>	<b>5,632</b>	<b>187.73%</b>
<b>Total Revenue:</b>	<b>\$ 163,100</b>	<b>\$ 1,702</b>	<b>\$ 98,924</b>	<b>60.65%</b>
Transfer from Reserves	\$ 16,900	\$ -	\$ -	0.00%
<b>Total Revenue and Reserves</b>	<b>\$ 180,000</b>	<b>\$ 1,702</b>	<b>\$ 98,924</b>	<b>54.96%</b>

## Expenses

Description	2023 Budget (Approved 11/2022)	August 2023 Expenses	Year-to-Date Totals thru August 2023	Year to Date Annual Budget Percentage
<b>Other Services / Charges</b>				
572.41 Professional Services	\$ 140,000	\$ -	\$ 70,016	50.01%
572.41 Professional Services-Fundraising/Architect	-	-	-	0.00%
572.62 Capital Outlay	40,000	-	-	0.00%
<b>Grand Total Expense:</b>	<b>\$ 180,000</b>	<b>\$ -</b>	<b>\$ 70,016</b>	<b>38.90%</b>

Net Cash Activity	\$ 28,908
Jan. 1, 2023 Cash with County Treasurer	341,513
<b>Ending Cash</b>	<b>\$ 370,420</b>

Non-Capital Reserve	\$ 292,359
Capital Reserve	78,062
<b>Total</b>	<b>\$ 370,420</b>

# Yale Valley Library District

For the Month Ending August 31, 2023 (With Year-to-Date Totals)

## Schedule of Reserves

<b>Non Capital Reserve Beginning Balance January 1, 2023</b>	\$	285,425
Property Tax Collections (Revenue)		76,950
Other Taxes (Revenue)		1
Professional Expenses (Expenses)		(70,016)
<b>Non Capital Reserve Ending Balance August 31, 2023</b>	<u>\$</u>	<u>292,359</u>
<b>Capital Reserve Beginning Balance January 1, 2023</b>	\$	56,088
Intergovernmental, Grants and Contracts (Revenue)		16,342
Miscellaneous (Revenue)		5,632
Professional Services Architects (Expenses)		-
Capital Out lay (Expenses)		-
<b>Capital Reserve Ending Balance August 31, 2023</b>	<u>\$</u>	<u>78,062</u>
<b>Total Non Capital and Capital Reserves</b>	<u>\$</u>	<u>370,420</u>

# Yale Valley Library District

## DRAFT 2024 Budget

### Revenue

<u>Description</u>	2022 Actual	2023 Budget	Proposed Budget 2024	Difference
<b>Property Taxes</b>				
311.10 Property Tax Collections - Yale Valley District	\$ 122,812	\$ 130,000	\$ 130,000	-
<b>Total Property Taxes</b>	<b>122,812</b>	<b>130,000</b>	<b>\$ 130,000</b>	<b>-</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
335.02 DNR - Timber Revenue	40,085	35,000	\$ 35,000	-
335.02 DNR - Other Revenue	4	100	\$ 100	-
335.02 State Capital Grant	\$0	\$0	\$ -	-
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>40,089</b>	<b>35,100</b>	<b>\$ 35,100</b>	<b>-</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	3,626	2,500	\$ 3,500	1,000
367-10 Non-Governmental Contributions	-	500	\$ 500	-
367-10 Grant Revenue	-	-	\$ -	-
369.90 Miscellaneous Revenue	0	0	\$ -	-
<b>Total Miscellaneous</b>	<b>3,626</b>	<b>3,000</b>	<b>\$ 4,000</b>	<b>1,000</b>
<b>Total Revenue:</b>	<b>\$ 166,527</b>	<b>\$ 168,100</b>	<b>\$ 169,100</b>	<b>1,000</b>
Transfer from Reserves	\$ 19,237	\$ 11,900	\$ 15,900	4,000
<b>Total Revenue and Reserves</b>	<b>\$ 185,764</b>	<b>\$ 180,000</b>	<b>\$ 185,000</b>	<b>5,000</b>

### Expenses

572.41 Professional services - FVRL	\$ 125,200	\$ 140,000	\$ 145,000	5,000
572.41 Professional Services - Other	-	-	-	-
572.62 Capital Outlay	54,800	40,000	40,000	-
<b>Grand Total Expense:</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>185,000</b>	<b>5,000</b>

		2021 Budget	Proposed 2022 Budget	9/2021-9/2022 ACTUALS	
	<b>Description</b>				
<b>Other Services /</b>	<b>Charges</b>				
572	<b>Wages and benefits (incl. Admin)</b>	\$82,500	\$ 82,500	Wages	42903
572.3	<b>Supplies</b>	\$1,000	\$ 1,000	FICA	3179
572.32	<b>Courier (2x/week)</b>	\$2,620	\$ 7,000	PERS	3078
572.34	<b>Print Materials</b>	\$1,000	\$ 9,200	Insurance	15100
572.39	<b>Digital and E Resources</b>	\$1,200	\$ 2,000	PFML	1625
572.41	<b>Professional services</b>	\$14,750	\$ 10,000	Mileage	600
572.42	<b>Communications (Internet and PO Box)</b>	\$7,600	\$ 8,000	training	1400
572.43	<b>Training</b>	\$250	\$ 400	Administrative (Jay, Amelia, Jenifer, )	12000
572.45	<b>Leases (copier)</b>	\$4,000	\$ 3,700		<b>79885</b>
572.46	<b>Insurance</b>	\$1,280	\$ 1,000	<b>Materials and Supplies</b>	
572.47	<b>Utilities</b>	\$1,800	\$ 2,300	Books, media and other materials	12500
572.48	<b>Repair and Maintenance</b>	\$1,500	\$ 2,500	Cleaning and custodial supplies	500
572.41	<b>Custodial</b>		\$ 9,400		
572.49	<b>Security monitoring/printing</b>	\$500	\$ 1,000	Office supplies	250
	<b>Operational Total</b>	<b>\$120,000</b>	<b>\$ 140,000</b>	Craft supplies	250
	<b>Administration</b>			Courier service	7660
572.41	<b>Professional Services-Fundraising/Architec</b>	40,000		Access to digital and eResources	2520
572.62	<b>Capital Outlay</b>	0	\$40,000	Honoraria	500
<b>Grand Total Expense:</b>		<b>\$160,000</b>	<b>\$ 180,000</b>		<b>24430</b>
				<b>Repairs and Maintenance</b>	
				Custodial service	9360
				Carpets and windows	2500
				Grounds maintenance	2500
				Repairs and Maintenance	2700
				Maintenance supplies	150
					<b>17210</b>
				<b>Overhead expenses</b>	
				Insurance (property, liability, etc.)	1000
				Internet/Telecomm	7809
				Electricity	2000
				Trash	300
					<b>11109</b>
				<b>Monthly and annual expenses</b>	
				PO Box	105
				Copier and printer lease	3663
				Security monitoring	700
				Software and database licensing	2520
				Books by mail	500
					<b>7488</b>
				<b>Total</b>	<b>140122</b>

# Woodland Monthly Report

July 2023

Jennifer Hauan

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## Book Discussion

Hot summer nights outreach

National Night Out

Storytime

SAYL programs

Woodland Child Care outreach

We have connected with the community of Woodland in several ways this past month. We set up a table, storywalk and games on Friday evenings at Hot Summer Nights, participated in National Night Out and visited the Woodland Child Care.

The 36+ school age children at WCC have also joined us for SAYL performances and one of our craft events.





Thia and Connie have been sharing weekly storytimes. The groups have been small, but enthusiastic. We are planning to change our Friday Family storytime to a longer activity/ creative time to provide a larger window for families to get to the library to participate in an activity.

The middle school across the street is offering free lunch and we enjoy the families coming by just before and after the lunch hour. The energy of having people in the library is a welcome change to the mostly quiet summer hours when we are not offering a program or activity.



**Organizational culture** Our building project has entered the next stage of construction. We met with Bremik, the contractor we are hiring to construct the new Woodland Library. I look forward to working with Dave J. and Justin on getting the first stage of the project started!

## Yale Valley Monthly Report July, 2023



During the month of July, the Yale Valley Library welcomed over 900 patrons for the first time! So exciting.

On July 8th, Beth and Tammy Trebra (RI) drove the FVRL van in the Territorial Days Parade in Amboy. Complete with bubbles, a giant octopus and candy they stole the show. After the parade they set up a craft table in Territorial Park and passed out information about the Yale Valley Library, SAYL, and FVRL. It was a great success.

On July 13th we hosted the Noodlin' Around program, and had several families stop by to create a masterpiece out of a pool noodle and various accessories.

We have also been busy signing up patrons for SAYL 2023. We currently have 90 participants registered which smashes last year's number of 32. We also had our first Librantics Winner, which was very exciting.



Looking forward to August we will be hosting the Creature Teacher performance on the 10th, and on August 18th we will have the Wheelin' It craft program available all day. On August 6th, and 27th we also have an opportunity to do a tabling event at the Cougar Artisan and Farmers Market.

Here are some photos of our month:

