

BOARD OF TRUSTEES MEETING AGENDA

September 17, 2026 - Wenatchee, WA

HYBRID MEETING: Live meeting held at NCW Libraries Administrative Offices, 16 N. Columbia St, Wenatchee, WA unless otherwise noted.

*Zoom meeting: <https://us02web.zoom.us/j/89636865612?pwd=kCcbq1C13OzRNJkNwegBF7VHZuVa7f.1> Please note this conference call line will be in "listen-only" mode for members of the public except for public comment periods.

- 1. Call to order 1:00 PM**
- 2. Introduction of visitors & public comment**
- 3. Consent agenda – ** motion required***
 - **Meeting agenda**
 - **Minutes of August 20, 2026, Board Meeting**
 - **Payroll & voucher**
 - i. August payroll: \$687,419.30 and benefits: \$239,569.40**
 - ii. August accounts payable: \$361,608.75**
- 4. Our Valley, Our Future – Presentation by Rachel Evey**
- 5. Financial Report – Mike Githens**
 - 2027 Budget Update
- 6. Program & Services Report – Summer Hayes**
 - Jessica Lynch, Teen Services Manager
- 7. Community Libraries Report – Tim Dillman**
- 8. Facilities/Reimagining Spaces Report – Amanda Lawson**
 - **Resolution 26-07 Republic Reimagining Spaces Project **Motion required***
- 9. HR Report – Sheila Callihan**
 - **Resolution 26-06 Revising the Telecommuting Policy **Motion required***
- 10. IT Report – Aaron Floyd**
- 11. Report from the Executive Director – Barbara Walters**
- 12. Adjournment – 3:00 p.m.**

**NCW Libraries
Board of Trustees – August 20, 2026**

I. Call to Order

Vice Chair Denise Sorom called the meeting to order at 1:00 PM. The meeting was held in person at the NCW Libraries Distribution Center boardroom, with the option of attending virtually.

Trustees Present: Denise Sorom, Kathleen Allstot, Nancy Churchill, Sallie Stetson, and Melva Calloway

Excused: Jim Mitchell and Nancy Spurgeon

NCW Libraries Staff Present: Barbara Walters, *Executive Director*; Kim Neher, *Deputy Director*; Mike Githens, *Interim Director of Finance*; Michele Kenny, *Associate Director of Finance*; Sheila Callihan, *Director of Human Resources*; Aaron Floyd, *Director of IT*; Summer Hayes, *Associate Director of Programs & Resources*; Tim Dillman, *Associate Director of Community Libraries*; Abby Osborn, *Children's Services Manager*; Amanda Lawson, *Capital Projects & Facilities Manager*; Sarah Fletcher, *Library Systems Manager*; Patty Garcia, *Sr. HR Generalist*

II. Visitor and Public Comment

Guest Attendee: None

Public Comment: No public comment was made.

III. Consent Agenda Items

- a. August Meeting Agenda
- b. Minutes of July 16, 2026 Board meeting
- c. Payroll & Vouchers
 - i. July payroll: \$672,628.42 and benefits: \$234,638.29
 - ii. July accounts payable: \$885,886.99

Kathleen moved to approve the Consent Agenda and approve payroll/AP as presented.

Nancy C. seconded the motion.

The motion passed unanimously.

IV. Reports

a. **Finance**

Mike Githens, Interim Director of Finance, reported that revenue and expenditures through July are trending within budget. Property tax revenue is seasonally lower, and we will know more in October and November. Most expenses are on track, with no current concerns. The Election Reserve Fund and

Fund 647 (Reimagining) continue to earn interest and remain within budget.

b. **Program & Services**

Summer Hayes, Programs and Resources, introduced Sarah Fletcher, Library Systems Manager, who oversees digital circulation, cataloging, and related data reporting. Sarah discussed efforts to improve data collection and reporting to demonstrate community impact and support strategic planning.

The Board discussed ways to present the data, including trends in digital circulation, foot traffic, program participation, holds and technology use. Sarah and Summer will explore ways to make data more accessible and meaningful to the Board and community.

Abby Osborn, Children's Services Manager, highlighted the impact of Storytime programs on early literacy, kindergarten readiness, social skills, and community connections. Storytime offerings have increased significantly, with expanded outreach to Head Start, parks and other community locations. Staff are continuing to evaluate program outcomes and ensure programming aligns with community needs.

c. **Community Libraries**

Tim Dillman, Associate Director of Community Libraries, highlighted improvements from the new library card system and strong participation in the Summer Library Program. He also noted progress on Reimagining Spaces, including successful reopening of the Cashmere Branch and the upcoming temporary relocation of the Chelan Branch operations.

d. **Reimagining Spaces**

Amanda Lawson, Capital Projects & Facilities Manager, provided an update on Reimagining Spaces. Cashmere Branch recently reopened and Chelan Branch is moving forward with a temporary pop-up location at the former hospital. Ephrata Branch renovation and demolition work has begun, with completion expected in 2027. Omak Branch's design is being revised to address budget constraints and community meeting space needs. Republic Branch project continues to progress in partnership with the city.

e. **Executive Director**

Barbara Walters, Executive Director, reported on an ongoing IRS matter regarding the health insurance filing for 2023. The Payroll/HR team is working with legal counsel and the IRS to resolve the issue.

V. Adjournment

The meeting was adjourned at 2:12 PM

Denise Sorom, Vice Chair

Melva Calloway, Secretary



NCW Libraries, WA

Check Report

By Check Number

Date Range: 08/01/2026 - 08/31/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: KeyBank-KeyBank						
00241	US POSTAL SERVICE-MOSES LAKE	08/26/2026	Regular	0.00	-382.00	10131
00218	TOWN CHRYSLER DODGE	08/26/2026	Regular	0.00	-3,780.41	10265
00002	ALTA LANGUAGE SERVICES INC	08/07/2026	Regular	0.00	58.00	10905
00007	AT&T MOBILITY	08/07/2026	Regular	0.00	109.99	10906
VEN01130	BOBYSUD ENTERPRISES LLC	08/07/2026	Regular	0.00	355.12	10907
VEN01034	BOERSMA, JEAN	08/07/2026	Regular	0.00	75.40	10908
00016	BRUCKNERS TRUCK SALES, INC.	08/07/2026	Regular	0.00	808.59	10909
00018	BYWATER SOLUTIONS LLC	08/07/2026	Regular	0.00	13,908.40	10910
00026	CHELAN COUNTY PUD	08/07/2026	Regular	0.00	1,803.58	10911
00054	COLEMAN OIL COMPANY	08/07/2026	Regular	0.00	996.14	10912
00071	E-RATE EXPERTISE INC	08/07/2026	Regular	0.00	1,072.25	10913
00138	FRONTIER TECHNOLOGY, LLC	08/07/2026	Regular	0.00	3,523.07	10914
00093	GALAXY COMICS	08/07/2026	Regular	0.00	391.57	10915
VEN01083	GLASS, ANNALISA	08/07/2026	Regular	0.00	14.65	10916
00098	GRAYBEAL SIGNS INC	08/07/2026	Regular	0.00	2,496.11	10917
00105	INGRAM LIBRARY SERVICES	08/07/2026	Regular	0.00	6,726.30	10918
00110	I PRO BUILDING SERVICES	08/07/2026	Regular	0.00	9,862.00	10919
VEN01062	JACKSON, ROBERTA	08/07/2026	Regular	0.00	1,121.00	10920
00115	KANOPY INC	08/07/2026	Regular	0.00	1,103.00	10921
00118	KEYHOLE SECURITY INC	08/07/2026	Regular	0.00	47.69	10922
00083	KURLIS, LINA ANDROMEDA	08/07/2026	Regular	0.00	98.01	10923
VEN01128	LOEFFELBEIN, AARON	08/07/2026	Regular	0.00	26.10	10924
00139	MIDWEST TAPE LLC	08/07/2026	Regular	0.00	29,094.65	10925
00145	NATIVE NETWORK INC	08/07/2026	Regular	0.00	169.90	10926
00159	ODP BUSINESS SOLUTIONS LLC	08/07/2026	Regular	0.00	787.91	10927
00137	OKANOGAN COUNTY ELECTRIC COOPERATIVE	08/07/2026	Regular	0.00	165.33	10928
VEN01060	OLSON, EYVNN	08/07/2026	Regular	0.00	45.68	10929
00169	OVERDRIVE INC	08/07/2026	Regular	0.00	6,779.15	10930
00171	PARKER CORPORATE SERVICES INC	08/07/2026	Regular	0.00	2,058.12	10931
VEN01131	PEREZ ZARATE, SANDY	08/07/2026	Regular	0.00	1,050.00	10932
VEN01078	ROJAS, GÉNESIS	08/07/2026	Regular	0.00	52.93	10933
VEN01127	RUMANN, AMANDA	08/07/2026	Regular	0.00	28.00	10934
00192	RUSHTON, JEANA	08/07/2026	Regular	0.00	16.67	10935
00202	SPRAGG, LAURA	08/07/2026	Regular	0.00	52.20	10936
00227	ULINE	08/07/2026	Regular	0.00	4,265.72	10937
00229	UPS SUPPLY CHAIN SOLUTIONS INC	08/07/2026	Regular	0.00	2,896.92	10938
00255	VERIZON WIRELESS	08/07/2026	Regular	0.00	1,835.94	10939
VEN01123	WALKER, ZACHARY	08/07/2026	Regular	0.00	53.65	10940
00263	WARDEN DEVELOPMENT COUNCIL	08/07/2026	Regular	0.00	25.00	10941
00260	WASHINGTON STATE PATROL	08/07/2026	Regular	0.00	55.00	10942
00007	AT&T MOBILITY	08/14/2026	Regular	0.00	344.58	10943
00012	BLICK ART MATERIALS LLC	08/14/2026	Regular	0.00	41.36	10944
00055	COLUMBIA BASIN PUBLISHING CO	08/14/2026	Regular	0.00	1,295.00	10945
00062	COPIERS NORTHWEST	08/14/2026	Regular	0.00	3,704.84	10946
VEN01008	EDNETICS INC	08/14/2026	Regular	0.00	1,990.37	10947
00077	EVANS, CHELSEA	08/14/2026	Regular	0.00	7.60	10948
00078	EXPRESS SERVICES INC	08/14/2026	Regular	0.00	457.80	10949
00138	FRONTIER TECHNOLOGY, LLC	08/14/2026	Regular	0.00	755.99	10950
00117	KING COUNTY DIRECTORS ASSOCIATION	08/14/2026	Regular	0.00	135.23	10951
VEN01120	MATSON, HILLARY	08/14/2026	Regular	0.00	500.00	10952
00136	MVN PUBLISHING LLC	08/14/2026	Regular	0.00	20.60	10953
00146	NCI DATACOM LLC	08/14/2026	Regular	0.00	105.00	10954
00176	PINNACLE IDAHO LLC	08/14/2026	Regular	0.00	66.96	10955
VEN01073	PURE FILTRATION PRODUCTS, INC.	08/14/2026	Regular	0.00	3,561.40	10956

Check Report

Date Range: 08/01/2026 - 08/31/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00223	TREJO, ANA	08/14/2026	Regular	0.00	30.55	10957
00227	ULINE	08/14/2026	Regular	0.00	1,094.58	10958
00229	UPS SUPPLY CHAIN SOLUTIONS INC	08/14/2026	Regular	0.00	3,222.52	10959
00236	US POSTAL SERVICE-EPHRATA	08/14/2026	Regular	0.00	246.00	10960
00237	US POSTAL SERVICE-GEORGE	08/14/2026	Regular	0.00	210.00	10961
VEN01064	ALL DOORS & HARDWARE CO., INC	08/21/2026	Regular	0.00	2,120.78	10962
00015	BRODART CO	08/21/2026	Regular	0.00	456.21	10963
00021	CANON FINANCIAL SERVICES INC	08/21/2026	Regular	0.00	3,035.25	10964
VEN01135	CBLCF, LLC	08/21/2026	Regular	0.00	1,370.00	10965
VEN01133	CDW LLC	08/21/2026	Regular	0.00	4,796.00	10966
00025	CENGAGE LEARNING INC	08/21/2026	Regular	0.00	538.74	10967
VEN01136	CHEER, JAMERSON	08/21/2026	Regular	0.00	1,000.00	10968
00053	CITY OF WENATCHEE	08/21/2026	Regular	0.00	952.00	10969
00056	COMIT DEVELOPERS LLC	08/21/2026	Regular	0.00	99.00	10970
00064	CURDIE, LAURA	08/21/2026	Regular	0.00	150.00	10971
VEN01030	DILLMAN, TIM	08/21/2026	Regular	0.00	230.80	10972
00072	EBSO INFORMATION SERVICES	08/21/2026	Regular	0.00	1,377.07	10973
00076	ENTERPRISE FM TRUST	08/21/2026	Regular	0.00	14,274.59	10974
00078	EXPRESS SERVICES INC	08/21/2026	Regular	0.00	686.70	10975
00086	FORTE ARCHITECTS INC	08/21/2026	Regular	0.00	27,943.61	10976
00138	FRONTIER TECHNOLOGY, LLC	08/21/2026	Regular	0.00	29,540.86	10977
VEN01114	HARWARD, APRIL	08/21/2026	Regular	0.00	103.36	10978
00105	INGRAM LIBRARY SERVICES	08/21/2026	Regular	0.00	15,857.33	10979
	Void	08/21/2026	Regular	0.00	0.00	10980
VEN01139	LARSEN, AMY	08/21/2026	Regular	0.00	41.04	10981
VEN01077	LAWSON, AMANDA	08/21/2026	Regular	0.00	230.80	10982
VEN01026	LIBRARY IDEAS LLC	08/21/2026	Regular	0.00	2,851.44	10983
00139	MIDWEST TAPE LLC	08/21/2026	Regular	0.00	6,035.32	10984
VEN01138	MOROZ, ANNA	08/21/2026	Regular	0.00	58.98	10985
00272	NORTHWEST FIBER LLC	08/21/2026	Regular	0.00	240.00	10986
00160	OGDEN MURPHY WALLACE PLLC	08/21/2026	Regular	0.00	2,793.00	10987
VEN01134	OROSCO, BRENDA M.	08/21/2026	Regular	0.00	55.33	10988
00169	OVERDRIVE INC	08/21/2026	Regular	0.00	12,814.70	10989
00201	SPIGELMAN, LEAH	08/21/2026	Regular	0.00	444.00	10990
00203	SPRINGSHARE LLC	08/21/2026	Regular	0.00	1,449.00	10991
00204	STANDARD PAINT WENATCHEE LLC	08/21/2026	Regular	0.00	279.09	10992
00215	THE WENATCHEE WORLD	08/21/2026	Regular	0.00	439.95	10993
VEN01061	TROYER, ANNIKA	08/21/2026	Regular	0.00	67.49	10994
00229	UPS SUPPLY CHAIN SOLUTIONS INC	08/21/2026	Regular	0.00	2,654.94	10995
00253	VALSOFT IRELAND LIMITED	08/21/2026	Regular	0.00	22,712.00	10996
00265	WASTE MANAGEMENT OF WASHINGTON INC	08/21/2026	Regular	0.00	1,285.57	10997
VEN01102	WEST, SHEREE	08/21/2026	Regular	0.00	138.32	10998
00010	BASIN SELECT SURFACES LLC	08/28/2026	Regular	0.00	6,528.50	10999
00015	BRODART CO	08/28/2026	Regular	0.00	1,124.87	11000
VEN01111	BURNELL, HEATHER	08/28/2026	Regular	0.00	176.78	11001
00021	CANON FINANCIAL SERVICES INC	08/28/2026	Regular	0.00	1,641.28	11002
00022	CASCADE NATURAL GAS CORP	08/28/2026	Regular	0.00	27.03	11003
VEN01135	CBLCF, LLC	08/28/2026	Regular	0.00	1,500.00	11004
00025	CENGAGE LEARNING INC	08/28/2026	Regular	0.00	1,459.24	11005
VEN01141	CHANDLER BUSINESS INTERIORS, INC	08/28/2026	Regular	0.00	174.65	11006
VEN01036	CHURCHILL, NANCY	08/28/2026	Regular	0.00	318.80	11007
VEN01137	CUSTOM EDGE, INC.	08/28/2026	Regular	0.00	133.07	11008
00066	DELL MARKETING LP	08/28/2026	Regular	0.00	16,893.83	11009
00068	DIGITAL DOCUMENTS INC	08/28/2026	Regular	0.00	20.63	11010
00078	EXPRESS SERVICES INC	08/28/2026	Regular	0.00	686.70	11011
00138	FRONTIER TECHNOLOGY, LLC	08/28/2026	Regular	0.00	2,642.47	11012
00105	INGRAM LIBRARY SERVICES	08/28/2026	Regular	0.00	8,430.51	11013
00118	KEYHOLE SECURITY INC	08/28/2026	Regular	0.00	1,295.36	11014
00117	KING COUNTY DIRECTORS ASSOCIATION	08/28/2026	Regular	0.00	1,868.49	11015
00139	MIDWEST TAPE LLC	08/28/2026	Regular	0.00	3,187.33	11016
VEN01142	MORRISON, CLARE	08/28/2026	Regular	0.00	353.52	11017

Check Report

Date Range: 08/01/2026 - 08/31/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00169	OVERDRIVE INC	08/28/2026	Regular	0.00	7,334.88	11018
00176	PINNACLE IDAHO LLC	08/28/2026	Regular	0.00	156.90	11019
00204	STANDARD PAINT WENATCHEE LLC	08/28/2026	Regular	0.00	18.46	11020
00229	UPS SUPPLY CHAIN SOLUTIONS INC	08/28/2026	Regular	0.00	2,487.16	11021
00230	US BANK CARD MEMBER SERVICES	08/28/2026	Regular	0.00	28,159.39	11022
00262	WARD MEDIA LLC	08/28/2026	Regular	0.00	255.00	11023
VEN01140	WASHINGTON STATE DEPARTMENT OF REVENL	08/28/2026	Bank Draft	0.00	7,952.92	DFT0000006

Bank Code KeyBank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	303	118	0.00	357,818.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-4,162.41
Bank Drafts	1	1	0.00	7,952.92
EFT's	0	0	0.00	0.00
	304	122	0.00	361,608.75

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	303	118	0.00	357,818.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-4,162.41
Bank Drafts	1	1	0.00	7,952.92
EFT's	0	0	0.00	0.00
	304	122	0.00	361,608.75

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash - Operating	8/2026	361,608.75
			361,608.75



NCW Libraries, WA

Check Report

By Check Number

Date Range: 08/01/2026 - 08/31/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: KeyBank-KeyBank						
00241	US POSTAL SERVICE-MOSES LAKE	08/26/2026	Regular	0.00	-382.00	10131
00218	TOWN CHRYSLER DODGE	08/26/2026	Regular	0.00	-3,780.41	10265
00002	ALTA LANGUAGE SERVICES INC	08/07/2026	Regular	0.00	58.00	10905
IS859855	Invoice	08/07/2026	BILINGUAL ASSESSMENT	0.00	58.00	
00007	AT&T MOBILITY	08/07/2026	Regular	0.00	109.99	10906
287311098728X...	Invoice	08/07/2026	BOOKMOBILE INTERNET	0.00	109.99	
VEN01130	BOBYSUD ENTERPRISES LLC	08/07/2026	Regular	0.00	355.12	10907
14277	Invoice	08/07/2026	SHADE - CASHMERE R.S.	0.00	355.12	
VEN01034	BOERSMA, JEAN	08/07/2026	Regular	0.00	75.40	10908
07.22.2026	Invoice	08/07/2026	MILEAGE REIMBURSEMENT	0.00	75.40	
00016	BRUCKNERS TRUCK SALES, INC.	08/07/2026	Regular	0.00	808.59	10909
RA142005876 01	Invoice	08/07/2026	BOOKMOBILE MAINTENANCE	0.00	808.59	
00018	BYWATER SOLUTIONS LLC	08/07/2026	Regular	0.00	13,908.40	10910
INV-10292	Invoice	08/07/2026	ANNUAL SUPPORT AND HOSTING	0.00	13,908.40	
00026	CHELAN COUNTY PUD	08/07/2026	Regular	0.00	1,803.58	10911
962390479388	Invoice	08/07/2026	WPL/DC UTILITIES	0.00	1,803.58	
00054	COLEMAN OIL COMPANY	08/07/2026	Regular	0.00	996.14	10912
CP-0429415	Invoice	08/07/2026	BOOKMOBILE FUEL	0.00	996.14	
00071	E-RATE EXPERTISE INC	08/07/2026	Regular	0.00	1,072.25	10913
2026030	Invoice	08/07/2026	QUARTERLY E-RATE SERVICE	0.00	1,072.25	
00138	FRONTIER TECHNOLOGY, LLC	08/07/2026	Regular	0.00	3,523.07	10914
2412430	Invoice	08/07/2026	IT HARDWARE	0.00	3,523.07	
00093	GALAXY COMICS	08/07/2026	Regular	0.00	391.57	10915
0262	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	391.57	
VEN01083	GLASS, ANNALISA	08/07/2026	Regular	0.00	14.65	10916
07.21.2026	Invoice	08/07/2026	MILEAGE REIMBURSEMENT	0.00	14.65	
00098	GRAYBEAL SIGNS INC	08/07/2026	Regular	0.00	2,496.11	10917
INV-3704	Invoice	08/07/2026	FREESTANDING SIGN HOLDERS	0.00	2,496.11	
00105	INGRAM LIBRARY SERVICES	08/07/2026	Regular	0.00	6,726.30	10918
98090938	Invoice	08/07/2026	LIBRARY MATERIAL - ADT	0.00	107.13	
98124412	Invoice	08/07/2026	LIBRARY MATERIAL - SPN PR	0.00	62.00	
98124413	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	83.90	
98230828	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	114.36	
98230829	Invoice	08/07/2026	LIBRARY MATERIAL - LT	0.00	472.96	
98230830	Invoice	08/07/2026	LIBRARY MATERIAL - SPN PR	0.00	82.04	
98230831	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	320.42	
98230832	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	218.62	
98230833	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	412.67	
98230834	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	519.33	
98230835	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	117.13	
98230836	Invoice	08/07/2026	LIBRARY MATERIAL - YA	0.00	338.19	
98230837	Invoice	08/07/2026	LIBRARY MATERIAL - YA	0.00	137.12	
98230838	Invoice	08/07/2026	LIBRARY MATERIAL - ADT	0.00	582.25	
98230839	Invoice	08/07/2026	LIBRARY MATERIAL - ADT	0.00	321.94	

Check Report

Date Range: 08/01/2026 - 08/31/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
98230840	Invoice	08/07/2026	LIBRARY MATERIAL - ADT	0.00	766.65	
98262972	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	52.06	
98262973	Invoice	08/07/2026	LIBRARY MATERIAL - ADT	0.00	46.11	
98288625	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	662.80	
98288626	Invoice	08/07/2026	LIBRARY MATERIAL - JUV	0.00	615.07	
98288627	Invoice	08/07/2026	LIBRARY MATERIAL - ADT	0.00	693.55	
00110	IPRO BUILDING SERVICES	08/07/2026	Regular	0.00	9,862.00	10919
21062	Invoice	08/07/2026	JANITORIAL SERVICES	0.00	9,862.00	
VEN01062	JACKSON, ROBERTA	08/07/2026	Regular	0.00	1,121.00	10920
06.15.2026	Invoice	08/07/2026	TUITION REIMBURSEMENT	0.00	1,121.00	
00115	KANOPY INC	08/07/2026	Regular	0.00	1,103.00	10921
516141-PPU	Invoice	08/07/2026	DIGITAL MATERIAL	0.00	1,103.00	
00118	KEYHOLE SECURITY INC	08/07/2026	Regular	0.00	47.69	10922
386618	Invoice	08/07/2026	KEY COPIES	0.00	47.69	
00083	KURLIS, LINA ANDROMEDA	08/07/2026	Regular	0.00	98.01	10923
1581	Invoice	08/07/2026	WPL FISH TANK MAINTENANCE	0.00	98.01	
VEN01128	LOEFFELBEIN, AARON	08/07/2026	Regular	0.00	26.10	10924
07.22.26	Invoice	08/07/2026	MILEAGE REIMBURSEMENT	0.00	26.10	
00139	MIDWEST TAPE LLC	08/07/2026	Regular	0.00	29,094.65	10925
509197962	Invoice	08/07/2026	LIBRARY MATERIAL - DVD	0.00	107.61	
509197963	Invoice	08/07/2026	LIBRARY MATERIAL - DVD	0.00	532.53	
509197964	Invoice	08/07/2026	LIBRARY MATERIAL - DVD	0.00	269.02	
509197965	Invoice	08/07/2026	DVD	0.00	133.35	
509197967	Invoice	08/07/2026	LIBRARY MATERIAL - DVD	0.00	205.36	
509197968	Invoice	08/07/2026	LIBRARY MATERIAL - DVD	0.00	239.01	
509197969	Invoice	08/07/2026	LIBRARY MATERIAL - SPN PR	0.00	539.27	
509197970	Invoice	08/07/2026	LIBRARY MATERIAL - AUDIO	0.00	46.05	
509219867	Invoice	08/07/2026	DIGITAL MATERIAL	0.00	26,665.71	
509225556	Invoice	08/07/2026	DIGIAL MATERIALS - MARC RECORDS	0.00	195.33	
519197966	Invoice	08/07/2026	LIBRARY MATERIAL - DVD	0.00	161.41	
00145	NATIVE NETWORK INC	08/07/2026	Regular	0.00	169.90	10926
31199	Invoice	08/07/2026	INTERNET DC/WPL	0.00	169.90	
00159	ODP BUSINESS SOLUTIONS LLC	08/07/2026	Regular	0.00	787.91	10927
469918070001	Invoice	08/07/2026	OFFICE SUPPLIES	0.00	80.04	
469918585001	Invoice	08/07/2026	OFFICE SUPPLIES	0.00	106.24	
472156637001	Invoice	08/07/2026	OFFICE SUPPLIES	0.00	461.70	
472245063001	Invoice	08/07/2026	OFFICE SUPPLIES	0.00	9.37	
475897609001	Invoice	08/07/2026	OFFICE SUPPLIES	0.00	130.56	
00137	OKANOGAN COUNTY ELECTRIC COOPERATIVE	08/07/2026	Regular	0.00	165.33	10928
125680001 08/26	Invoice	08/07/2026	INTERNET - WINTHROP	0.00	165.33	
VEN01060	OLSON, EVYNN	08/07/2026	Regular	0.00	45.68	10929
07.22.2026	Invoice	08/07/2026	MILEAGE REIMBURSEMENT	0.00	45.68	
00169	OVERDRIVE INC	08/07/2026	Regular	0.00	6,779.15	10930
01291CO262486...	Invoice	08/07/2026	DIGITAL MATERIAL	0.00	1,983.73	
01291CO262524...	Invoice	08/07/2026	DIGITAL MATERIAL	0.00	2,850.31	
01291CO262616...	Invoice	08/07/2026	DIGITAL MATERIAL	0.00	1,945.11	
00171	PARKER CORPORATE SERVICES INC	08/07/2026	Regular	0.00	2,058.12	10931
60598	Invoice	08/07/2026	WPL SECURITY JULY 2026	0.00	1,212.95	
60599	Invoice	08/07/2026	ML SECURITY SERVICE JULY 2026	0.00	845.17	
VEN01131	PEREZ ZARATE, SANDY	08/07/2026	Regular	0.00	1,050.00	10932

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
07.30.2026.CB.L...	Invoice	08/07/2026	LATINX PROGRAM	0.00	1,050.00	
VEN01078	ROJAS, GÉNESIS	08/07/2026	Regular	0.00	52.93	10933
07.22.2026	Invoice	08/07/2026	MILEAGE REIMBURSEMENT	0.00	52.93	
VEN01127	RUMANN, AMANDA	08/07/2026	Regular	0.00	28.00	10934
07-28-2026	Invoice	08/07/2026	PATRON REFUND	0.00	28.00	
00192	RUSHTON, JEANA	08/07/2026	Regular	0.00	16.67	10935
07.22.2026	Invoice	08/07/2026	MILEAGE REIMBURSEMENT	0.00	16.67	
00202	SPRAGG, LAURA	08/07/2026	Regular	0.00	52.20	10936
07.22.26	Invoice	08/07/2026	MILEAGE REIMBURSEMENT	0.00	52.20	
00227	ULINE	08/07/2026	Regular	0.00	4,265.72	10937
210756618	Invoice	08/07/2026	JANITORIAL AND OFFICE SUPPLIES	0.00	1,160.31	
211371682	Invoice	08/07/2026	SHELVING FOR FACILITIES	0.00	3,105.41	
00229	UPS SUPPLY CHAIN SOLUTIONS INC	08/07/2026	Regular	0.00	2,896.92	10938
6081886565	Invoice	08/07/2026	BOOKS BY MAIL SHIPPING	0.00	2,319.22	
6081887389	Invoice	08/07/2026	BOOKS BY MAIL SHIPPING	0.00	577.70	
00255	VERIZON WIRELESS	08/07/2026	Regular	0.00	1,835.94	10939
6148602428	Invoice	08/07/2026	VERIZON HOTSPOTS	0.00	92.60	
6149652845	Invoice	08/07/2026	Verizon Monthly Charges	0.00	1,743.34	
VEN01123	WALKER, ZACHARY	08/07/2026	Regular	0.00	53.65	10940
07.22.2026	Invoice	08/07/2026	MILEAGE REIMBURSEMENT	0.00	53.65	
00263	WARDEN DEVELOPMENT COUNCIL	08/07/2026	Regular	0.00	25.00	10941
2026	Invoice	08/07/2026	PARK VENDOR FEE	0.00	25.00	
00260	WASHINGTON STATE PATROL	08/07/2026	Regular	0.00	55.00	10942
12700512	Invoice	08/07/2026	BACKGROUND CHECKS	0.00	55.00	
00007	AT&T MOBILITY	08/14/2026	Regular	0.00	344.58	10943
287313602973X...	Invoice	08/14/2026	HOTSPOTS	0.00	344.58	
00012	BLICK ART MATERIALS LLC	08/14/2026	Regular	0.00	41.36	10944
8558448	Invoice	08/14/2026	PROGRAM SUPPLIES	0.00	41.36	
00055	COLUMBIA BASIN PUBLISHING CO	08/14/2026	Regular	0.00	1,295.00	10945
0000270306-063...	Invoice	08/14/2026	ADVERTISING - SUMMER ACTIVITIES	0.00	480.00	
0000271715-073...	Invoice	08/14/2026	ADVERTISING - MOSES LAKE MAGAZINE	0.00	815.00	
00062	COPIERS NORTHWEST	08/14/2026	Regular	0.00	3,704.84	10946
INV3225930	Invoice	08/14/2026	COPIER OVERAGES JUNE 2026	0.00	3,704.84	
VEN01008	EDNETICS INC	08/14/2026	Regular	0.00	1,990.37	10947
INV-143422	Invoice	08/14/2026	Ednetics Monthly Phone Charges	0.00	1,990.37	
00077	EVANS, CHELSEA	08/14/2026	Regular	0.00	7.60	10948
07.28.2026	Invoice	08/14/2026	MILEAGE REIMBURSEMENT	0.00	7.60	
00078	EXPRESS SERVICES INC	08/14/2026	Regular	0.00	457.80	10949
34296227	Invoice	08/14/2026	PROFESSIONAL SERVICES - TEMP STAFF	0.00	457.80	
00138	FRONTIER TECHNOLOGY, LLC	08/14/2026	Regular	0.00	755.99	10950
2412556	Invoice	08/14/2026	IT SUPPLIES	0.00	755.99	
00117	KING COUNTY DIRECTORS ASSOCIATION	08/14/2026	Regular	0.00	135.23	10951
300913402	Invoice	08/14/2026	OFFICE SUPPLIES	0.00	135.23	
VEN01120	MATSON, HILLARY	08/14/2026	Regular	0.00	500.00	10952
56	Invoice	08/14/2026	YOUTH PROGRAM - HOOP DANCE SHOW	0.00	500.00	
00136	MVN PUBLISHING LLC	08/14/2026	Regular	0.00	20.60	10953

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
2026-805	Invoice	08/14/2026	PUBLIC NOTICE AD-BOARD MEETING	0.00	20.60	
00146	NCI DATACOM LLC	08/14/2026	08/14/2026 Regular	0.00	105.00	10954
356713	Invoice	08/14/2026	FIBER CONNECTION - TWISP	0.00	105.00	
00176	PINNACLE IDAHO LLC	08/14/2026	08/14/2026 Regular	0.00	66.96	10955
108176	Invoice	08/14/2026	BACKGROUND CHECKS	0.00	66.96	
VEN01073	PURE FILTRATION PRODUCTS, INC.	08/14/2026	08/14/2026 Regular	0.00	3,561.40	10956
107357	Invoice	08/14/2026	HVAC FILTERS	0.00	2,559.69	
107358	Invoice	08/14/2026	HVAC FILTERS	0.00	1,001.71	
00223	TREJO, ANA	08/14/2026	08/14/2026 Regular	0.00	30.55	10957
08.04.2026	Invoice	08/14/2026	MILEAGE REIMBURSEMENT	0.00	30.55	
00227	ULINE	08/14/2026	08/14/2026 Regular	0.00	1,094.58	10958
211499015	Invoice	08/14/2026	OFFICE/FACILITIES SUPPLIES	0.00	1,094.58	
00229	UPS SUPPLY CHAIN SOLUTIONS INC	08/14/2026	08/14/2026 Regular	0.00	3,222.52	10959
6081889862	Invoice	08/14/2026	BOOKS BY MAIL SHIPPING	0.00	917.12	
709897201	Invoice	08/14/2026	BOOKS BY MAIL SHIPPING	0.00	2,305.40	
00236	US POSTAL SERVICE-EPHRATA	08/14/2026	08/14/2026 Regular	0.00	246.00	10960
BOX 970	Invoice	08/14/2026	PO BOX - EPHRATA	0.00	246.00	
00237	US POSTAL SERVICE-GEORGE	08/14/2026	08/14/2026 Regular	0.00	210.00	10961
PO BOX 5218	Invoice	08/31/2026	PO BOX - GEORGE	0.00	210.00	
VEN01064	ALL DOORS & HARDWARE CO., INC	08/21/2026	08/21/2026 Regular	0.00	2,120.78	10962
21643	Invoice	08/21/2026	R.S. DOOR SUPPLIES - CASHMERE	0.00	392.04	
21715	Invoice	08/21/2026	R.S. DOOR HARDWARE - CASHMERE	0.00	1,728.74	
00015	BRODART CO	08/21/2026	08/21/2026 Regular	0.00	456.21	10963
B72288130	Invoice	08/21/2026	UNCATALOGED PAPERBACKS	0.00	374.17	
B7288082	Invoice	08/21/2026	LIBRARY MATERIAL - SPN PR	0.00	82.04	
00021	CANON FINANCIAL SERVICES INC	08/21/2026	08/21/2026 Regular	0.00	3,035.25	10964
43672598	Invoice	08/21/2026	Canon Monthly Copier Lease Charges	0.00	3,035.25	
VEN01135	CBLCP, LLC	08/21/2026	08/21/2026 Regular	0.00	1,370.00	10965
08.13.2026	Invoice	08/21/2026	R.S. PROPERTY LEASE - CHELAN	0.00	1,370.00	
VEN01133	CDW LLC	08/21/2026	08/21/2026 Regular	0.00	4,796.00	10966
AK2VG1V	Invoice	08/21/2026	IT NETWORKING EQUIPMENT	0.00	4,796.00	
00025	CENGAGE LEARNING INC	08/21/2026	08/21/2026 Regular	0.00	538.74	10967
999102952977	Invoice	08/21/2026	LIBRARY MATERIAL - LT	0.00	49.05	
999102974779	Invoice	08/21/2026	LIBRARY MATERIAL - LT	0.00	85.02	
999102974780	Invoice	08/21/2026	LIBRARY MATERIAL - LT	0.00	161.87	
999102974781	Invoice	08/21/2026	LIBRARY MATERIAL - LT	0.00	29.43	
999102974785	Invoice	08/21/2026	LIBRARY MATERIAL - LT	0.00	111.18	
999102974797	Invoice	08/21/2026	LIBRARY MATERIAL - LT	0.00	102.19	
VEN01136	CHEER, JAMERSON	08/21/2026	08/21/2026 Regular	0.00	1,000.00	10968
08.08.2026	Invoice	08/21/2026	ADULT SERVICES PROGRAM - OMAK	0.00	1,000.00	
00053	CITY OF WENATCHEE	08/21/2026	08/21/2026 Regular	0.00	952.00	10969
65145	Invoice	08/21/2026	WATER/SEWER UTILITY - WPL	0.00	479.03	
65349	Invoice	08/21/2026	WATER/SEWER - DC	0.00	436.96	
66490	Invoice	08/21/2026	QUARTERLY FIRELINE - DC	0.00	36.01	
00056	COMIT DEVELOPERS LLC	08/21/2026	08/21/2026 Regular	0.00	99.00	10970
53414	Invoice	08/21/2026	MONTHLY HEALTH & STABILITY HOSTING	0.00	99.00	
00064	CURDIE, LAURA	08/21/2026	08/21/2026 Regular	0.00	150.00	10971

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
08.11.2026.CB.L...	Invoice	08/21/2026	BILINGUAL STORYTIME - OROVILLE	0.00	150.00	
VEN01030	DILLMAN, TIM	08/21/2026	Regular	0.00	230.80	10972
08.10.2026	Invoice	08/21/2026	TRAVEL REIMBURSEMENT	0.00	230.80	
00072	EBCSO INFORMATION SERVICES	08/21/2026	Regular	0.00	1,377.07	10973
2600912	Credit Memo	07/17/2026	LIBRARY MATERIAL - PERIODICAL	0.00	-64.40	
2601081	Credit Memo	07/17/2026	LIBRARY MATERIAL - PERIODICAL	0.00	-16.33	
2601235	Credit Memo	07/17/2026	LIBRARY MATERIAL - PERIODICAL	0.00	-64.05	
91011056137	Invoice	08/21/2026	PERIODICALS	0.00	1,521.85	
00076	ENTERPRISE FM TRUST	08/21/2026	Regular	0.00	14,274.59	10974
632384-080526	Invoice	08/21/2026	FLEET LEASES AUG 2026	0.00	14,274.59	
00078	EXPRESS SERVICES INC	08/21/2026	Regular	0.00	686.70	10975
34325658	Invoice	08/21/2026	PROFESSIONAL SERVICES - TEMP STAFF	0.00	686.70	
00086	FORTE ARCHITECTS INC	08/21/2026	Regular	0.00	27,943.61	10976
5365	Invoice	08/21/2026	REIMAGINING SPACES SO#07 EPHRATA	0.00	583.61	
5366	Invoice	08/21/2026	REIMAGINING SPACES SO#12 OMAK	0.00	27,360.00	
00138	FRONTIER TECHNOLOGY, LLC	08/21/2026	Regular	0.00	29,540.86	10977
2415867	Invoice	08/21/2026	IT SOFTWARE AND HARDWARE	0.00	29,540.86	
VEN01114	HARWARD, APRIL	08/21/2026	Regular	0.00	103.36	10978
08.12.2026	Invoice	08/21/2026	MILEAGE REIMBURSEMENT	0.00	103.36	
00105	INGRAM LIBRARY SERVICES	08/21/2026	Regular	0.00	15,857.33	10979
98257200	Invoice	08/21/2026	LIBRARY MATERIAL - SPN PR	0.00	58.93	
98257201	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	62.70	
98257202	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	154.78	
98333163	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	333.44	
98333164	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	147.56	
98333165	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	560.62	
98333166	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	312.23	
98333167	Invoice	08/21/2026	LIBRARY MATERIAL - ADT	0.00	720.37	
98356580	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	380.38	
98356581	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	293.23	
98356582	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	122.12	
98356583	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	428.83	
98356584	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	323.34	
98356585	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	354.61	
98356586	Invoice	08/21/2026	LIBRARY MATERIAL - ADT	0.00	415.99	
98382807	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	72.70	
98382808	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	394.19	
98382809	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	33.79	
98382810	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	20.34	
98382811	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	293.08	
98382812	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	85.14	
98382813	Invoice	08/21/2026	LIBRARY MATERIAL - LDP	0.00	973.04	
98382814	Invoice	08/21/2026	LIBRARY MATERIAL - ADT	0.00	904.06	
98404955	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	84.88	
98410071	Invoice	08/21/2026	LIBRARY MATERIAL - UNPROCESSED	0.00	101.25	
98476207	Invoice	08/21/2026	LIBRARY MATERIAL - LT	0.00	53.34	
98476208	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	62.70	
98476209	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	252.39	
98476210	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	422.48	
98476211	Invoice	08/21/2026	LIBRARY MATERIAL - ADT	0.00	817.58	
98501386	Credit Memo	08/21/2026	LIBRARY MATERIAL - LDP	0.00	-4.32	
98504877	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	460.37	
98504878	Invoice	08/21/2026	LIBRARY MATERIAL - ADT	0.00	1,032.89	
98527471	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	187.49	

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98531686	Invoice	08/21/2026	LIBRARY MATERIAL - BOOK CLUB	0.00	223.60	
98531687	Invoice	08/21/2026	LIBRARY MATERIAL - LT	0.00	52.01	
98531688	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	97.83	
98531689	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	38.03	
98531690	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	164.86	
98531691	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	79.53	
98531692	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	30.11	
98555057	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	128.67	
98555058	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	33.27	
98560005	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	360.69	
98587880	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	44.93	
98587881	Invoice	08/21/2026	LIBRARY MATERIAL - SPN PR	0.00	363.93	
98587882	Invoice	08/21/2026	LIBRARY MATERIAL - SPN PR	0.00	26.42	
98587883	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	511.69	
98587884	Invoice	08/21/2026	LIBRARY MATERIAL - JUV	0.00	223.33	
98587885	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	357.15	
98587886	Invoice	08/21/2026	LIBRARY MATERIAL - YA	0.00	40.92	
98587887	Invoice	08/21/2026	LIBRARY MATERIAL - LDP	0.00	384.62	
98587888	Invoice	08/21/2026	LIBRARY MATERIAL - ADT	0.00	1,397.67	
98587889	Invoice	08/21/2026	LIBRARY MATERIAL - ADT	0.00	381.55	
	Void	08/21/2026	Regular	0.00	0.00	10980
VEN01139	LARSEN, AMY	08/21/2026	Regular	0.00	41.04	10981
08.12.2026	Invoice	08/21/2026	MILEAGE REIMBURSEMENT	0.00	41.04	
VEN01077	LAWSON, AMANDA	08/21/2026	Regular	0.00	230.80	10982
08.10.2026	Invoice	08/21/2026	TRAVEL REIMBURSEMENT	0.00	230.80	
VEN01026	LIBRARY IDEAS LLC	08/21/2026	Regular	0.00	2,851.44	10983
131939	Invoice	08/21/2026	LIBRARY MATERIAL - VOX	0.00	696.88	
131989	Invoice	08/21/2026	LIBRARY MATERIAL - VOX	0.00	2,154.56	
00139	MIDWEST TAPE LLC	08/21/2026	Regular	0.00	6,035.32	10984
509230820	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	47.50	
509230821	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	190.01	
509230822	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	789.50	
509230823	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	964.84	
509230824	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	82.80	
509230825	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	207.19	
509230827	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	1,130.96	
509230828	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	29.19	
509230829	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	33.76	
509263154	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	122.47	
509263155	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	652.47	
509263156	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	69.06	
509263157	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	207.00	
509263158	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	111.13	
509263159	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	565.10	
509263350	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	131.92	
509263351	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	234.46	
509263352	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	290.92	
509263353	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	138.13	
509263354	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	14.59	
509263355	Invoice	08/21/2026	LIBRARY MATERIAL - DVD	0.00	22.32	
VEN01138	MOROZ, ANNA	08/21/2026	Regular	0.00	58.98	10985
08.12.2026	Invoice	08/21/2026	MILEAGE REIMBURSEMENT	0.00	58.98	
00272	NORTHWEST FIBER LLC	08/21/2026	Regular	0.00	240.00	10986
08.05.2026	Invoice	08/21/2026	CURLEW/REPUBLIC INTERNET	0.00	240.00	
00160	OGDEN MURPHY WALLACE PLLC	08/21/2026	Regular	0.00	2,793.00	10987

Check Report

Date Range: 08/01/2026 - 08/31/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
933100	Invoice	08/21/2026	LEGAL SERVICES	0.00	2,793.00	
VEN01134	OROSCO, BRENDA M.	08/21/2026	Regular	0.00	55.33	10988
08.05.2026	Invoice	08/21/2026	MILEAGE REIMBURSEMENT	0.00	55.33	
00169	OVERDRIVE INC	08/21/2026	Regular	0.00	12,814.70	10989
01291CO262645...	Invoice	08/21/2026	LIBRARY MATERIAL-DIGITAL	0.00	1,758.23	
01291CO262672...	Invoice	08/21/2026	LIBRARY MATERIAL-DIGITAL	0.00	1,831.60	
01291CO262672...	Invoice	08/21/2026	LIBRARY MATERIAL-DIGITAL	0.00	3,219.88	
01291CO262709...	Invoice	08/21/2026	LIBRARY MATERIAL-DIGITAL	0.00	1,615.32	
01291CO262733...	Invoice	08/21/2026	LIBRARY MATERIAL-DIGITAL	0.00	1,936.44	
01291CO262733...	Invoice	08/21/2026	LIBRARY MATERIAL-DIGITAL	0.00	2,453.23	
00201	SPIGELMAN, LEAH	08/21/2026	Regular	0.00	444.00	10990
2026-001	Invoice	08/21/2026	POETRY WORKSHOP -WPL	0.00	444.00	
00203	SPRINGSHARE LLC	08/21/2026	Regular	0.00	1,449.00	10991
26-A1498	Invoice	08/21/2026	SOFTWARE - INCIDENT REPORTING	0.00	1,449.00	
00204	STANDARD PAINT WENATCHEE LLC	08/21/2026	Regular	0.00	279.09	10992
417607	Invoice	08/21/2026	R.S. SUPPLIES - CHELAN	0.00	144.16	
417838	Invoice	08/21/2026	R.S. SUPPLIES - CHELAN	0.00	134.93	
00215	THE WENATCHEE WORLD	08/21/2026	Regular	0.00	439.95	10993
ACCT #32355 07...	Invoice	08/21/2026	PERIODICALS - GEORGE	0.00	38.00	
ACCT #34248 07...	Invoice	08/21/2026	PERIODICALS - WPL	0.00	24.00	
ACCT #8 07.31.2...	Invoice	08/21/2026	PERIODICALS	0.00	339.00	
CEZE2MWC-0010	Invoice	08/21/2026	PUBLIC NOTICE AD-BOARD MEETING	0.00	38.95	
VEN01061	TROYER, ANNIKA	08/21/2026	Regular	0.00	67.49	10994
08.05.2026	Invoice	08/21/2026	MILEAGE REIMBURSEMENT	0.00	67.49	
00229	UPS SUPPLY CHAIN SOLUTIONS INC	08/21/2026	Regular	0.00	2,654.94	10995
6082880993	Invoice	08/21/2026	BOOKS BY MAIL SHIPPING	0.00	2,049.79	
6082882832	Invoice	08/21/2026	BOOKS BY MAIL SHIPPING	0.00	605.15	
00253	VALSOFT IRELAND LIMITED	08/21/2026	Regular	0.00	22,712.00	10996
INV-683515	Invoice	08/21/2026	LIBRARY COLLECTION SOFTWARE	0.00	22,712.00	
00265	WASTE MANAGEMENT OF WASHINGTON INC	08/21/2026	Regular	0.00	1,285.57	10997
2113522-2674-3	Invoice	08/21/2026	GARBAGE DUMPSTER - DC	0.00	522.07	
2114045-2674-4	Invoice	08/21/2026	GARBAGE - WPL	0.00	581.07	
2114108-2674-0	Invoice	08/21/2026	RECYCLE DUMPSTER - DC	0.00	182.43	
VEN01102	WEST, SHEREE	08/21/2026	Regular	0.00	138.32	10998
08.12.2026	Invoice	08/21/2026	MILEAGE REIMBURSEMENT	0.00	138.32	
00010	BASIN SELECT SURFACES LLC	08/28/2026	Regular	0.00	6,528.50	10999
ML-1225	Invoice	08/28/2026	R.S. FLOORING - CASHMERE	0.00	6,528.50	
00015	BRODART CO	08/28/2026	Regular	0.00	1,124.87	11000
B7292690	Invoice	08/28/2026	LIBRARY MATERIAL - SPN PR	0.00	583.05	
B7292693	Invoice	08/28/2026	LIBRARY MATERIAL - SPN PR	0.00	541.82	
VEN01111	BURNELL, HEATHER	08/28/2026	Regular	0.00	176.78	11001
08.06.2026	Invoice	08/28/2026	MILEAGE REIMBURSEMENT	0.00	176.78	
00021	CANON FINANCIAL SERVICES INC	08/28/2026	Regular	0.00	1,641.28	11002
43332511	Invoice	08/28/2026	GRAPHICS PRINTER LEASE	0.00	546.76	
43510154	Invoice	08/28/2026	GRAPHICS PRINTER LEASE	0.00	547.26	
43672597	Invoice	08/28/2026	GRAPHICS PRINTER LEASE	0.00	547.26	
00022	CASCADE NATURAL GAS CORP	08/28/2026	Regular	0.00	27.03	11003
06700200006 08...	Invoice	08/28/2026	WPL GAS UTILITY	0.00	27.03	

Check Report

Date Range: 08/01/2026 - 08/31/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
VEN01135	CBLCP, LLC	08/28/2026	Regular	0.00	1,500.00	11004
09.01.2026	Invoice	08/28/2026	R.S. PROPERTY LEASE - CHELAN	0.00	1,500.00	
00025	CENGAGE LEARNING INC	08/28/2026	Regular	0.00	1,459.24	11005
999103014726	Invoice	08/28/2026	LIBRARY MATERIAL - LT	0.00	544.46	
999103014737	Invoice	08/28/2026	LIBRARY MATERIAL - LT	0.00	313.92	
999103014738	Invoice	08/28/2026	LIBRARY MATERIAL - LT	0.00	551.81	
999103014739	Invoice	08/28/2026	LIBRARY MATERIAL - LT	0.00	49.05	
VEN01141	CHANDLER BUSINESS INTERIORS, INC	08/28/2026	Regular	0.00	174.65	11006
10844	Invoice	08/28/2026	STOOL REPLACEMENT SEAT	0.00	174.65	
VEN01036	CHURCHILL, NANCY	08/28/2026	Regular	0.00	318.80	11007
08.21.2026	Invoice	08/28/2026	MILEAGE REIMBURSEMENT	0.00	318.80	
VEN01137	CUSTOM EDGE, INC.	08/28/2026	Regular	0.00	133.07	11008
15672	Invoice	08/28/2026	SIGN HOLDER	0.00	133.07	
00066	DELL MARKETING LP	08/28/2026	Regular	0.00	16,893.83	11009
10888393799	Invoice	08/28/2026	IT STAFF HARDWARE	0.00	16,893.83	
00068	DIGITAL DOCUMENTS INC	08/28/2026	Regular	0.00	20.63	11010
38969	Invoice	08/28/2026	PUBLIC NOTICE AD-BOARD MEETING	0.00	20.63	
00078	EXPRESS SERVICES INC	08/28/2026	Regular	0.00	686.70	11011
34365666	Invoice	08/28/2026	PROFESSIONAL SERVICES - TEMP STAFF	0.00	686.70	
00138	FRONTIER TECHNOLOGY, LLC	08/28/2026	Regular	0.00	2,642.47	11012
2416506	Invoice	08/28/2026	IT SUPPLIES	0.00	1,554.01	
2416647	Invoice	08/28/2026	IT SUPPLIES	0.00	1,088.46	
00105	INGRAM LIBRARY SERVICES	08/28/2026	Regular	0.00	8,430.51	11013
98499604	Invoice	08/28/2026	LIBRARY MATERIAL - ADT	0.00	285.31	
98627558	Invoice	08/28/2026	LIBRARY MATERIAL - LT	0.00	53.34	
98627559	Invoice	08/28/2026	LIBRARY MATERIAL - JUV	0.00	105.13	
98627560	Invoice	08/28/2026	LIBRARY MATERIAL - JUV	0.00	225.82	
98627561	Invoice	08/28/2026	LIBRARY MATERIAL - YA	0.00	289.42	
98627562	Invoice	08/28/2026	LIBRARY MATERIAL - ADT	0.00	453.21	
98627563	Invoice	08/28/2026	LIBRARY MATERIAL - ADT	0.00	130.56	
98627564	Invoice	08/28/2026	LIBRARY MATERIAL - ADT	0.00	684.27	
98652978	Invoice	08/28/2026	LIBRARY MATERIAL - SPN PR	0.00	39.12	
98652979	Invoice	08/28/2026	LIBRARY MATERIAL - JUV	0.00	20.17	
98655031	Credit Memo	08/28/2026	LIBRARY MATERIAL - JUV	0.00	-19.06	
98687302	Invoice	08/28/2026	LIBRARY MATERIAL - JUV	0.00	202.62	
98687303	Invoice	08/28/2026	LIBRARY MATERIAL - ADT	0.00	1,277.87	
98687304	Invoice	08/28/2026	LIBRARY MATERIAL - ADT	0.00	444.96	
98717169	Invoice	08/28/2026	LIBRARY MATERIAL - SPN PR	0.00	128.72	
98717170	Invoice	08/28/2026	LIBRARY MATERIAL - JUV	0.00	821.86	
98717171	Invoice	08/28/2026	LIBRARY MATERIAL - JUV	0.00	522.44	
98717172	Invoice	08/28/2026	LIBRARY MATERIAL - JUV	0.00	335.51	
98717173	Invoice	08/28/2026	LIBRARY MATERIAL - YA	0.00	256.25	
98717174	Invoice	08/28/2026	LIBRARY MATERIAL - LDP	0.00	426.12	
98717175	Invoice	08/28/2026	LIBRARY MATERIAL - ADT	0.00	893.11	
98745244	Invoice	08/28/2026	LIBRARY MATERIAL - ADT	0.00	853.76	
00118	KEYHOLE SECURITY INC	08/28/2026	Regular	0.00	1,295.36	11014
1031035	Invoice	08/28/2026	WPL FIRE INSPECTION	0.00	1,295.36	
00117	KING COUNTY DIRECTORS ASSOCIATION	08/28/2026	Regular	0.00	1,868.49	11015
300916714	Invoice	08/28/2026	OFFICE SUPPLIES	0.00	1,868.49	
00139	MIDWEST TAPE LLC	08/28/2026	Regular	0.00	3,187.33	11016
509293489	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	206.12	
509293510	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	484.65	

Check Report

Date Range: 08/01/2026 - 08/31/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
509293511	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	155.37	
509293512	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	235.31	
509293513	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	220.92	
509293514	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	183.71	
509293515	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	887.35	
509293516	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	180.29	
509293517	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	101.41	
509293518	Invoice	08/28/2026	LIBRARY MATERIAL - DVD	0.00	532.20	
VEN01142	MORRISON, CLARE	08/28/2026	Regular	0.00	353.52	11017
08.26.26	Invoice	08/28/2026	TRAVEL REIMBURSEMENT	0.00	353.52	
00169	OVERDRIVE INC	08/28/2026	Regular	0.00	7,334.88	11018
01291CO262767...	Invoice	08/28/2026	LIBRARY MATERIAL-DIGITAL	0.00	2,075.35	
01291CO262790...	Invoice	08/28/2026	LIBRARY MATERIAL-DIGITAL	0.00	1,948.47	
01291CO262791...	Invoice	08/28/2026	LIBRARY MATERIAL-DIGITAL	0.00	3,311.06	
00176	PINNACLE IDAHO LLC	08/28/2026	Regular	0.00	156.90	11019
108422	Invoice	08/28/2026	BACKGROUND CHECKS	0.00	156.90	
00204	STANDARD PAINT WENATCHEE LLC	08/28/2026	Regular	0.00	18.46	11020
418115	Invoice	08/28/2026	R.S. SUPPLIES - CHELAN	0.00	18.46	
00229	UPS SUPPLY CHAIN SOLUTIONS INC	08/28/2026	Regular	0.00	2,487.16	11021
6082884315	Invoice	08/28/2026	BOOKS BY MAIL SHIPPING	0.00	1,799.96	
6082885538	Invoice	08/28/2026	BOOKS BY MAIL SHIPPING	0.00	687.20	
00230	US BANK CARD MEMBER SERVICES	08/28/2026	Regular	0.00	28,159.39	11022
44855945556438...	Invoice	08/28/2026	AUGUST 2026 CREDIT CARD	0.00	28,159.39	
00262	WARD MEDIA LLC	08/28/2026	Regular	0.00	255.00	11023
2385	Invoice	08/28/2026	PERIODICALS	0.00	50.00	
2386	Invoice	08/28/2026	PERIODICALS	0.00	50.00	
2387	Invoice	08/28/2026	PERIODICALS	0.00	50.00	
2388	Invoice	08/28/2026	PERIODICALS	0.00	105.00	
VEN01140	WASHINGTON STATE DEPARTMENT OF REVENUE	08/28/2026	Bank Draft	0.00	7,952.92	DFT0000006
08.20.2026	Invoice	08/28/2026	DOR EXCISE TAX RETURN	0.00	7,952.92	

Bank Code KeyBank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	303	118	0.00	357,818.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-4,162.41
Bank Drafts	1	1	0.00	7,952.92
EFT's	0	0	0.00	0.00
	304	122	0.00	361,608.75

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	303	118	0.00	357,818.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-4,162.41
Bank Drafts	1	1	0.00	7,952.92
EFT's	0	0	0.00	0.00
	304	122	0.00	361,608.75

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash - Operating	8/2026	361,608.75
			361,608.75

**NCW Libraries
Accounts Payable Approval
AUGUST 2026**

We, the undersigned Board of Trustees of the North Central Regional Library District; NCW Libraries, do hereby certify that the merchandise or services specified have been received and that vouchers are approved for payment in the amount of **\$361,608.75**

Check Numbers Issued: 10905-11023

Bank Draft Issued: DFT0000006

Check Numbers Voided: 10131, 10265

Void Check Reason: Checks issued incorrectly. NCW Libraries retained the checks to void.

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is just, due and unpaid obligation against the Library District; NCW Libraries and that I am authorized to authenticate and certify to said claim.



Michael Githens, Interim Finance Director

09/12/26

Date

Signed on this 17th day of September 2026

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

NCW Libraries
September 17, 2026

We, the undersigned of the NCW Library District do hereby certify that the labor and services hereinafter specified have been received and that August Payroll in the amount of \$687,419.30 and August Fees in the amount of \$239,569.40 are approved for payment.

August Payroll \$687,419.30

CLAIMANT	PURPOSE	AMOUNT
Social Security & Medicare	Employers Contribution	\$51,740.01
Dept. of Labor & Industries	Industrial Insurance	\$4,570.45
Dept. of Retirement Systems	Employers Contribution	\$35,613.11
Benefit Solutions, Inc.	Employers Contribution	\$1,104.00
Employment Security Dept	Employers Contribution	\$2,219.38
UNUM Life Insurance	Employers Contribution	\$892.54
WCIF	Employers Contribution	\$139,623.30
Payroll Fees	Payroll Fees	\$3,806.61

August Fees \$239,569.40

APPROVED BY:



Mike Githens, Finance Director
NCW Libraries

Kristy Kanning

Kristy Kanning, Payroll & Benefits Manager
NCW Libraries

Approved August 31, 2026

0

APPROVED BY:

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Approved September 17, 2026

BARS	Description	2026 Budget- Amended Jul. 16, 2026	Jan-Jun: 6 month totals	Jul-26	Aug-26	3rd Quarter Total	Year-to- Date Totals	Year-to- Date Percent
Revenue:								
361.11	Investment Interest	850	6,745	1,164	1,142	2,305	9,050	1065%
367.11	Gifts, Pledges, Grants from Private Sources	78,000	51,987	10,445	2,613	13,058	65,045	83%
369.90	Other Miscellaneous Revenue	-	-	-	-	-	-	
	Revenue Subtotal	78,850	58,732	11,608	3,755	15,363	74,095	94%
EXPENSES:								
	Transfer Out to Fund 647-Reimagining							
597.00	Spaces	44,959	-	-	-	-	-	0%
572.31	WPL Supplies (WPL Friends Donations)	26,650	2,515	2,280	948	3,228	5,743	22%
572.31	Collection-VOX Books Blough Fund	8,000	-	-	-	-	-	0%
572.31	Other Donation Expenditures	50,000	28,088	4,621	3,427	8,048	36,135	72%
572.31	Ephrata Restricted Donation	5,351	-	-	-	-	-	0%
572.35	CFNCW Microsoft Donation-IT Equipment	44,000	1,836	14,843	-	14,843	16,679	38%
572.40	Friends Reimbursable Professional Services	7,500	5,200	-	-	-	5,200	69%
	Expenditures Subtotal	186,460	37,639	21,744	4,375	26,119	63,758	34%
	Dec. 31, 2025 Projected Ending Fund Balance	348,994						
	2026 Projected Revenue	78,850						
	2026 Projected Expenses	186,460						
	2026 Projected ending fund balance	241,384						
	Dec. 31, 2025 Actual Ending Fund Balance	350,705						
	2026 Actual Revenue	74,095						
	2026 Actual Expenses	63,758						
	Dec. 31, 2026 Final Ending Fund Balance	361,042						

General Fund 644

BARS	Description	2026 Budget - Amended Jul. 16, 2026	Quarter 1 Total Expenditures	Quarter 2 Total Expenditures	July 2026	August 2026	Quarter 3 Total Expenditures	Expenditures Total To Date	Percentage of Budget Spent To Date
Personnel									
572.10	Salaries and Wages	8,396,008	2,008,999	2,027,587	653,165	668,134	1,321,299	5,357,885	63.81%
572.20	Benefits-Medical	1,622,544	413,384	393,665	125,087	127,537	252,625	1,059,673	65.31%
572.20	Benefits-FICA	639,776	151,142	152,776	49,165	50,300	99,465	403,383	63.05%
572.20	Benefits-PERS	476,041	105,011	105,157	33,783	34,537	68,320	278,488	58.50%
572.20	Benefits-WA PFML	22,200	6,225	6,265	2,015	2,064	4,078	16,569	74.63%
572.20	Benefits-Dental	93,480	22,621	22,221	7,277	7,475	14,752	59,594	63.75%
572.20	Benefits-Vision	11,424	2,837	2,757	912	961	1,874	7,467	65.36%
572.20	Benefits-L&I (Workers' Comp)	66,000	12,590	13,629	4,159	4,500	8,659	34,877	52.84%
572.20	Benefits-LTC, Life	16,500	3,133	3,731	1,191	1,207	2,398	9,262	56.13%
572.25	Unemployment	90,000	1,522	-	6,750	-	6,750	8,272	9.19%
Personnel Subtotal		11,433,973	2,727,464	2,727,787	883,504	896,715	1,780,219	7,235,469	63.28%
Administration									
572.30	Supplies	7,400	2,075	-	-	6	6	2,081	28.1%
572.40	Services	175,090	14,387	39,311	16,359	6,193	22,552	76,250	43.5%
Administration Subtotal		182,490	16,462	39,311	16,359	6,199	22,558	78,331	42.9%
Public Service									
572.30	Supplies	254,925	32,253	79,800	15,410	13,208	28,619	140,671	55.2%
572.30	Library Materials	1,690,300	378,823	430,004	150,464	101,367	251,831	1,060,658	62.75%
572.35	Information Technology-Support	315,640	79,668	72,707	25,396	38,960	64,356	216,731	68.7%
572.35	Information Technology-Hardware	145,310	3,665	12,273	1,366	42,590	43,956	59,894	41.2%
572.40	Professional Services	199,501	14,599	56,238	10,330	6,960	17,290	88,127	44.2%
572.42	Phone & Internet	88,976	20,497	17,338	8,706	3,904	12,610	50,444	56.7%
572.42	Postage	229,000	47,082	36,591	11,873	11,289	23,162	106,836	46.7%
572.43	Mileage & Applicant Travel	8,000	440	1,768	1,305	1,182	2,487	4,695	58.7%
572.44	Advertising	85,000	7,966	29,981	9,569	6,011	15,580	53,526	63.0%
572.45	Rentals & Leases	92,560	14,825	14,085	4,077	4,863	8,939	37,849	40.9%
572.46	Insurance - Liability	283,768	-	17,040	-	-	-	17,040	6.0%
572.49	Miscellaneous	6,000	40	-	-	174	174	213	3.6%
Public Services Subtotal		3,398,980	599,856	767,826	238,496	230,508	469,004	1,836,685	54.0%
Organization of Materials									

NCW Libraries
August 2026 Expenditure Financial Statement

General Fund 644

BARS	Description	2026 Budget - Amended Jul. 16, 2026	Quarter 1 Total Expenditures	Quarter 2 Total Expenditures	July 2026	August 2026	Quarter 3 Total Expenditures	Expenditures Total To Date	Percentage of Budget Spent To Date
572.30	Supplies	145,000	29,148	29,682	597	8,594	9,191	68,020	46.9%
572.40	Services	95,000	-	-	79,043	28,371	107,414	107,414	113.1%
	Organization of Materials Subtotal	240,000	29,148	29,682	79,640	36,965	116,605	175,435	73.1%
Training									
572.30	Supplies	2,400	-	-	-	-	-	-	0.0%
572.40	Services	46,000	1,771	11,226	858	1,121	1,979	14,975	32.6%
	Training Subtotal	48,400	1,771	11,226	858	1,121	1,979	14,975	30.9%
Facilities									
572.30	Supplies & Fuel	82,165	18,024	12,041	6,101	6,329	12,430	42,496	51.7%
572.35	Small Equipment	10,500	-	340	2,681	687	3,368	3,708	35.3%
572.40	Professional Services	163,000	36,881	37,909	10,296	9,862	20,158	94,949	58.25%
572.47	Utilities	63,150	14,957	11,891	4,060	4,371	8,431	35,278	55.86%
572.45	Rentals & Leases	1,200	-	-	-	-	-	-	0.0%
572.48	Repairs & Maintenance	143,500	19,907	13,120	24,009	(1,676)	22,333	55,359	38.6%
572.48	Contributions to Cities/Building Owners	375,500	-	195,890	-	-	-	195,890	52.2%
	Facilities Subtotal	839,015	89,769	271,190	47,147	19,573	66,720	427,679	51.0%
	Transfer out to Capital Replacement Fund	200,000	-	-	-	-	-	-	0.0%
	Transfer out to Election Reserve Fund	85,000	-	-	-	-	-	-	0.0%
	Grand Total Expenditures	16,427,858	3,464,470	3,847,021	1,266,003	1,191,081	2,457,084	9,768,575	59.5%

BARS	Description	2026 Budget - Amended Jul. 16, 2026	January 2026 Revenues	February 2026 Revenues	March 2026 Revenues	Quarter 1 2026 Revenues	Quarter 2 2026 Revenues	July 2026 Revenues	Preliminary Aug. 2026 Revenues	Quarter 3 2025 Revenues	Revenue Total To Date	Percent of Revenue to Date
Property Taxes and Other Taxes												
311.10	Property Taxes	15,203,128	148,402	34,781	498,384	681,567	8,003,636	262,024	82,958	344,982	9,030,185	59.40%
	Taxes subtotal	15,203,128	148,402	34,781	498,384	681,567	8,003,636	262,024	82,958	344,982	9,030,185	59.40%
Intergovernmental Revenues												
332.15	PILT Fish & Wildlife Service	10,000		-		-	3,994	-	-	-	3,994	39.94%
335.00.91	PUD Privilege Tax	-				-	507	-	-	-	507	-
335.02	Forest Excise Tax	12,000	9,758	-		9,758	4,982	4,813	4,062	8,875	23,615	196.79%
336.02	DNR, Fish & Wildlife - PILT	21,000	2,036	-		2,036	21,759	-	-	-	23,795	113.31%
337.07	Leasehold Excise Tax	119,000	9,875	5,681	17,085	32,641	16,001	579	-	579	49,220	41.36%
338.10	Intergovernmental-PUD Rebate	-	-	-	16,964	16,964	-			-	16,964	-
	Intergovernmental Subtotal	162,000	21,669	5,681	34,049	61,399	47,243	5,392	4,062	9,454	118,096	72.90%
Charges for Services												
341.81	Print/Duplication Services	14,000	1,248	615	3,160	5,023	4,624	1,996	3,183	5,179	14,827	105.90%
347.20	Library Use Fees-General	450	60	30	10	100	200	487	537	1,025	1,325	294.40%
347.20	Town of Coulee City-Contract	12,923	-	-	3,241	3,241	3,231	3,231	-	3,231	9,702	75.08%
347.20	City of Ephrata-Contract	217,358	-	-	-	-	54,340	54,340	-	54,340	108,679	50.00%
347.20	City of Omak-Contract	118,662	-	-	-	-	29,665	29,665	-	29,665	59,331	50.00%
347.20	City of Warden-Contract	102,635	-	-	25,659	25,659	-	-	25,659	25,659	51,318	50.00%
347.20	Town of Wilson Creek-Contract	4,031	-	-	-	-	1,008	1,008	-	1,008	2,015	50.00%
	Charges for Services Subtotal	470,059	1,308	645	32,069	34,023	93,067	90,727	29,379	120,106	247,197	52.59%
Fines												
359.70	Lost/Damaged Materials	18,000	765	389	4,059	5,213	4,527	3,354	1,934	5,287	15,027	83.48%
	Fines Subtotal	18,000	765	389	4,059	5,213	4,527	3,354	1,934	5,287	15,027	83.48%
Miscellaneous Revenue												
361.11	Investment Interest	30,000	21,476	16,664	14,549	52,689	61,815	26,359	23,447	49,805	164,310	547.70%
367.11	Gifts, Pledges, Grants from Private Sources	8,000	-	-	-	-	7	24	70	94	101	1.26%
367.11	E-Rate	20,000	-	-	-	-	-	1,000	(1,000)	-	-	0.00%
369.10	Sale of Scrap/Junk	34,000	-	-	4,443	4,443	2,323	1,100	962	2,062	8,828	25.97%
369.90	Other Miscellaneous Revenue	20,000	76	16	1,946	2,038	2,211	4,232	3,048	7,280	11,529	57.65%
	Miscellaneous Revenue Subtotal	112,000	21,552	16,680	20,938	59,171	66,356	32,714	26,527	59,241	184,768	164.97%
Subtotal New Revenue		15,965,187	193,696	58,176	589,500	841,372	8,208,977	394,211	144,860	539,071	9,589,419	60.06%
Grand Total 2025 Revenue		15,965,187	193,696	58,176	589,500	841,372	8,208,977	394,211	144,860	539,071	9,589,419	60.06%

2025: Dec. 31, 2025 Ending Balance: \$ 7,236,781.09

2026 Carry Forward Expenditures: \$ -

2026 Revenue to date: \$ 9,589,419

2026 Expenditures to date: \$ 9,768,575

[illegible]

BARS	Description	2026					Total	Percent of Budget
		Adopted Budget - Dec. 2025	Qtr. 1	Qtr. 2	Jul. 2026	Aug. 2026		
Revenue:								
361.11	Investment Interest	12,000	30,452	29,967	10,258	10,329	81,006	675%
397.00	Transfers In (from General Fund 644)	200,000	-	-	-	-	-	0%
	Revenue Subtotal	212,000	30,452	29,967	10,258	10,329	81,006	38%
EXPENSES:								
591.72.72	Capital Leases-Vehicles	191,496	46,445	40,192	14,088	14,275	115,000	60.1%
594.00.60	Capital Outlay-HVAC Replacement	49,264	49,264	-	-	-	49,264	100.0%
							-	
	Expenditures Subtotal	240,760	95,709	40,192	14,088	14,275	164,264	68%
	2025 Projected ending fund balance	3,379,791						
	2026 Projected Revenue - {budget}	212,000						
	2026 Projected Expenses - {budget}	240,760						
	2026 Projected ending fund balance	3,351,031						
	2025 Actual Dec. 31, 2025 fund balance:	3,351,066						
	2026 Actual Revenue:	81,006						
	2026 Actual Expenditures:	164,264						
	Monthly ending fund balance:	3,267,808						

BARS	Description	2026						Percent of Budget	
		Adopted Budget - Dec. 2025	Qtr. 1 2026	Qtr. 2 2026	July 2026	Aug. 2026	Qtr. 3 2026		2026 Totals
Revenue:									
361.11	Investment Interest	315,000	99,776	97,811	32,672	32,372	65,044	262,632	83%
367.11	Gifts, Pledges, Grants from Private Sources	250,000	-	50,000			-	50,000	-
397.00	Transfers In (from internal Fund 643)	44,959	-	-	-	-	-	-	0%
369.91	Miscellaneous Revenue	-	-	-	-	-	-	-	-
Revenue Subtotal		609,959	99,776	147,811	32,672	32,372	65,044	312,632	51%
EXPENSES:									
General Project									
572.10	Salaries and Wages	233,686	54,055	58,977	19,464	19,285	38,749	151,780	65%
572.20	Benefits-Medical, Dental, Vision, Life	41,148	13,321	13,321	4,440	4,440	8,881	35,522	86%
572.20	Benefits-FICA	17,807	4,029	4,405	1,453	1,440	2,893	11,327	64%
572.20	Benefits-PERS	13,051	3,016	3,257	1,086	1,076	2,162	8,436	65%
572.20	Benefits-WA PFML	1,452	435	476	157	156	313	1,224	84%
572.20	Benefits-L&I (Workers' Comp)	1,308	233	293	85	70	155	681	52%
572.25	Unemployment	12,000	-	-	-	-	-	-	0%
572.31	Supplies	-	180	664	-	-	-	844	-
572.31	Supplies-General Capital	5,000	323	761	-	-	-	1,085	22%
572.35	Small Equipment	10,000	31	19,692	1,075	3,851	4,926	24,649	246%
572.41	Professional Services-Grant Writer	10,000	-	-	-	-	-	-	0%
572.41	Professional Services-Exterior Signage	30,000	-	4,759	-	-	-	4,759	16%
572.41	Professional Services-Architect	70,000	1,500	-	-	-	-	1,500	2%
572.43	Travel-General	25,000	-	19,489	-	462	462	19,950	80%
572.45	Rental-General	500	-	-	-	-	-	-	0%
General Project Subtotal		470,952	77,123	126,094	27,761	30,780	58,541	261,758	56%
Bridgeport Project									
594.50.31	Supplies	2,000	-	-	-	-	-	-	0%
594.50.35	Small Equipment-FF&E	-	-	-	-	-	-	-	-
594.50.41	Professional Services-Architect	1,000	237	-	-	-	-	237	24%
594.50.41.001	Professional Services-Contractor	10,000	-	-	-	-	-	-	0%
594.50.45	Rentals	1,000	-	-	-	-	-	-	0%

BARS	Description	2026						2026 Totals	Percent of Budget
		Adopted Budget - Dec. 2025	Qtr. 1 2026	Qtr. 2 2026	July 2026	Aug. 2026	Qtr. 3 2026		
594.50.47	Garbage	1,000	-	-	-	-	-	-	0%
	Bridgeport Project Subtotal	15,000	237	-	-	-	-	237	2%
Cashmere Project									
594.50.31	Supplies	5,000	3,245	10,003	2,322	3,790	6,112	19,360	387%
594.50.35	Small Equipment-FF&E	253,000	9,795	76,057	248,674	2,121	250,794	336,647	133%
594.50.41.000	Professional Services -Architect	30,000	5,070	6,818	-	-	-	11,888	40%
594.50.41.001	Professional Services-Contractor	133,954	1,063	94,095	11,690	6,529	18,219	113,376	85%
594.50.45	Rentals	3,000	860	2,101	-	-	-	2,961	99%
594.50.47	Garbage	2,500	-	-	76	-	76	76	3%
594.50.49	Miscellaneous (Permit with City)	-	4,774	-	-	-	-	4,774	-
	Cashmere Project Subtotal	427,454	24,808	189,074	262,761	12,439	275,201	489,082	114%
Chelan Project									
594.50.31	Supplies	6,000	-	-	-	543	543	543	9%
594.50.35	Small Equipment-FF&E	310,000	3,771	71,189	-	-	-	74,960	24%
594.50.41.000	Professional Services-Architect	8,000	3,850	8,600	8,000	-	8,000	20,450	256%
594.50.41.001	Professional Services-Contractor	190,384	-	-	-	-	-	-	0%
594.50.45	Rentals	800	-	-	-	-	-	-	0%
572.21.45	Rentals-Property Lease	-	-	-	-	2,920	2,920	2,920	-
594.50.47	Garbage	1,500	-	-	-	-	-	-	0%
	Chelan Project Subtotal	516,684	7,621	79,789	8,000	3,463	11,463	98,873	19%
Entiat Project									
594.50.31	Supplies	1,000	-	-	-	-	-	-	0%
594.50.41.000	Professional Services -Architect	17,000	-	-	-	-	-	-	-
	Curlew Project Subtotal	18,000	-	-	-	-	-	-	0%
Ephrata Project									
594.50.31	Supplies	8,000	-	-	-	544	544	544	-
594.50.35	Small Equipment-Other	300,000	293	-	265	-	265	558	0%
594.50.41.000	Professional Services -Architect	17,000	-	1,771	503	4,167	4,671	6,442	38%
594.50.41.001	Professional Services-Contractor	219,940	-	-	-	-	-	-	0%
594.50.45	Rentals	3,000	-	-	-	239	239	239	8%

BARS	Description	2026						2026 Totals	Percent of Budget
		Adopted Budget - Dec. 2025	Qtr. 1 2026	Qtr. 2 2026	July 2026	Aug. 2026	Qtr. 3 2026		
594.50.47	Garbage	1,000	-	-	-	18	18	18	2%
	Ephrata Project Subtotal	548,940	293	1,771	768	4,969	5,737	7,801	1%
Grand Coulee Project									-
594.50.41.000	Professional Services -Architect	15,000	-	-	-	-	-	-	0%
	Grand Coulee Project Subtotal	15,000	-	-	-	-	-	-	0%
Manson Project									
594.50.31	Supplies	-	6	-			-	6	-
	Manson Project Subtotal	-	6	-	-	-	-	6	-
Mattawa Project									
594.50.41.000	Professional Services -Architect	10,000	-	-	-	-	-	-	0%
	Mattawa Project Subtotal	10,000	-	-	-	-	-	-	0%
Omak Project									
572.31	Supplies	5,000	-	-	161		161	161	
594.50.41.000	Professional Services -Architect	100,000	-	1,700	169,200	27,360	196,560	198,260	198%
	Omak Project Subtotal	105,000	-	1,700	169,361	27,360	196,721	198,421	189%
Oroville Project									-
594.50.41.000	Professional Services -Architect	20,000	-	-	-	-	-	-	0%
	Oroville Project Subtotal	20,000	-	-	-	-	-	-	0%
Pateros Project									
572.41	Professional Services -Architect	5,000	-	-	-	-	-	-	0%
	Pateros Project Subtotal	5,000	-	-	-	-	-	-	0%
Quincy Project									
572.35	Small Equipment-Other	-	545	-			-	545	-
	Quincy Project Subtotal	-	545	-	-	-	-	545	-
Royal City Project									
594.50.31	Supplies	-	-	1,501	30		30	1,531	-
594.50.35	Small Equipment-FF&E	-	4,091	582	-	-	-	4,673	-
	Royal City Project Subtotal	-	4,091	2,083	30	-	30	6,204	-
Soap Lake Project									
594.50.31	Supplies	-	-	-	46	-	46	46	-

BARS	Description	2026 Adopted Budget - Dec. 2025						2026 Totals	Percent of Budget
			Qtr. 1 2026	Qtr. 2 2026	July 2026	Aug. 2026	Qtr. 3 2026		
	Soap Lake Project Subtotal	-	-	-	46	-	46	46	-
Twisp Project									
594.50.31	Supplies	3,000	-	98	11	-	11	109	4%
594.50.41.001	Professional Services-Contractor	12,000	-	4,995	-	-	-	4,995	42%
	Twisp Project Subtotal	15,000	-	5,093	11	-	11	5,104	34%
Waterville Project									
572.31	Supplies	-	29	-			-	29	-
	Waterville Project Subtotal	-	29	-	-	-	-	29	-
	Expenditures Subtotal	2,167,030	114,752	400,511	468,738	79,011	547,749	1,063,013	49%
Month:	Actual Dec. 31, 2025 Ending Fund Balance	11,011,193							
	Actual 2026 Total Revenue	312,632							
	Actual 2026 Total Expenses	1,063,013							
	Actual 2026 Monthly Ending Fund Balance	10,260,812							
Year:	2026 Projected ending fund balance	11,007,364							
	2026 Projected Revenue-[budget]	609,959							
	2026 Projected Expenses-[budget]	2,167,030							
	2026 Projected ending fund balance	9,450,293							



TEEN SERVICES DEPARTMENT

2026 PROJECTS

Jessica Lynch, Teen Services Manager



Teen Services Department Directions

*Our services for teens are aligned with the following outcomes so that teens are **S.H.A.R.P.***

Teens are **SUPPORTED**: Teens feel welcomed and supported in library spaces, fostering an inclusive environment that supports teens' sense of belonging.

Teens are **HEARD**: Teens are empowered to voice their ideas and actively contribute to shaping their library and community.

Teens are **ACTIVELY ENGAGED**: Teens explore new concepts, deepen their interests, broaden their perspectives, and engage with a variety of ideas.

Teens are **RESILIENT**: Teens build strong social-emotional skills through connections with peers and supportive activities that prepare them for adulthood.

Teens are **PREPARED**: Teens develop leadership and practical workplace skills through learning opportunities that prepare them to succeed in their future careers.

Student Support

TEEN SERVICES DIRECTION: TEENS ARE SUPPORTED AND ACTIVELY ENGAGED

This year, the Teen Services Department has been focused on expanding our outreach efforts to students. Making our resources more visible, easy to access, and showing teens the library has something to offer them.

In a library, there is a sense of community, collective knowledge, and curiosity that can't really be found in other places. -TLC Member

Outreach Presentation for Middle School/High School Visits

The Teen Library Council shared that some **teens may not know what the library offers or have preconceived notions that the library is only a place for avid readers, isn't welcoming to teens, or doesn't cater to their needs.** To respond to this, the Teen Services Committee has been working on a presentation template to support branch staff in sharing information about our library services directly with students and educators.

We hope this school outreach template will **encourage more staff to visit middle and high school classrooms** by providing staff with an easily customizable presentation with ready-to-go information covering essentials about the library catered to teens.

The presentation introduces them to their local library, what to expect if they visit in person, what services we can offer them, how to use their account online, and what educational and entertainment digital resources they can access 24/7.

Sample slide from outreach presentation.

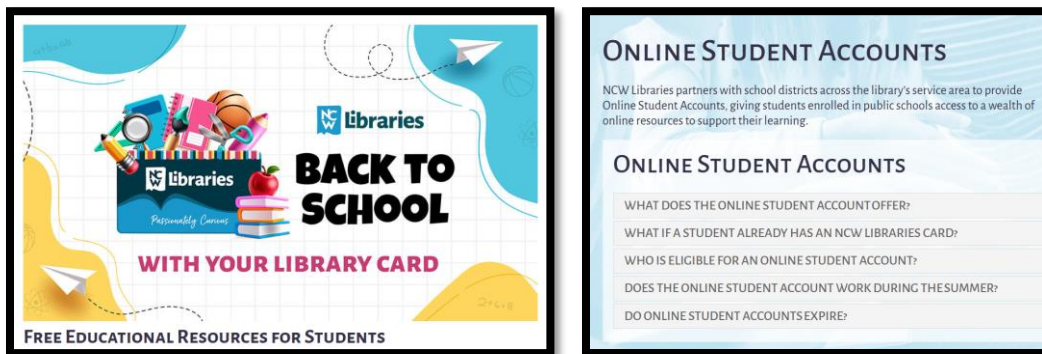


"In the last year I've really uncovered what public libraries have to offer teens. In previous years I've always seen the library as a place for intense readers or adults looking for a place to get work done. But as my work demands and encroaching future becomes more apparent and stressful, I found the library to be a place of relief. I knew if I went, I would be more focused and inclined to finish schoolwork. That I'd be surrounded with quiet, focused, kind people." -TLC Member

Student & Educator Services Page

The Teen Library Council, various library staff, and educators have asked for our services for students and educators to be more easily accessible on our website. This year we will be introducing a "Students & Educators" page on our website that consolidates **all our educational services in one easily referenceable place.**

This includes physical resources in our branches (printing, public computers, etc.), relevant physical collections (launchpads, classroom collection book sets, etc.), access to our Online Student and Educator library accounts FAQ, and a summary of our most relevant online resources (Brainfuse tutoring/test prep, Mango language learning, etc.). We hope this new page will make sharing the value of the library with students and educators even easier.



*"Back to School" blog highlighting resources from new "Student & Educators" webpage.
Webpage dedicated to Online Student Accounts to increase visibility and use of accounts by school districts.*

Service-Learning Programming

TEEN SERVICES DIRECTION: TEENS ARE PREPARED

A major project of the Teen Services Department is evaluating our library volunteering options for teens and reimagining them as Service-Learning internships and job skills development programming. **Creating established ways for the library to support teens preparing for life after high school and their future careers.**

Listening Tour

In isolated rural areas, teens often have limited access to opportunities for workforce development, career exploration, skill building, or project development. During the last year, I met with staff and regional partners to gather expertise and evaluate current offerings in our area.

Existing services varied across our district:

- Some areas have limited structure for job skill development or post-secondary education.
- Some schools have dedicated staff and an active intern program placing teens in volunteer positions in the community.
- Some communities have non-profits who offer similar services.

Staff experience and barriers to offering this kind of programming also varied:

- Some branch staff had worked with area high schools who had a teen internship program integrated into their school curriculum.
- Some branch staff were interested in creating a teen internship opportunity but encountered barriers or would need to build their program from the ground up.
- Some branch staff were approached by outside organizations looking to place an intern but lacked clarity in how to evaluate if it was a good fit or how to structure the program.

Project Goals

This project aims to pilot teen Service-Learning and career-readiness programming in our district. This programming will upskill our staff as community mentors who guide young people into leadership opportunities and co-design library programs alongside them. **Providing teens with excellent learning opportunities, real-world jobs skills, and creating engaging and meaningful programming.** This project will create clear guidelines for youth Service-Learning at the library including best practices and training materials for staff to create Connected Learning opportunities for youth.

Service-Learning Programming Goals

- **Connected Learning & Career Exploration:** Provide real-world experiences that explore careers in library and related fields.
- **Workforce Development:** Equip teens with essential workplace skills such as time management, professional conduct, and communication.
- **Leadership & Personal Growth:** Encourage teens to take on leadership roles and make independent decisions while fostering creativity, teamwork, and a sense of community.
- **Mentorship & Relationship Building:** Teens develop strong, supportive relationships with library staff and peer networks.
- **Staff Development:** Provide library staff with mentorship and Connected Learning experience.

Toolkit

This project will create a toolkit with best practices, templates, and samples for staff to offer service hours opportunities at the library that meet the different needs in our various communities.

- Recruitment best practices, sample “job descriptions,” and interview questions.
- Orientation handbook including library and general workplace standards.
- Guidance for Connect Learning service project development.
- Mentoring best practices.
- Training for branch staff on Connected Learning principles.

Teen Library Council

TEEN SERVICES DIRECTION: TEENS ARE RESILIENT AND HEARD

Founded in 2021, the Teen Library Council (TLC) has given teens in North Central Washington a unique opportunity to contribute directly to the services offered to teens by the library system. The council's membership has changed from year to year, consisting of 10-15 members spanning 8th-12th grade in a variety of education backgrounds from across NCW.

The council has reviewed library services, proposed new library projects, and discussed issues facing teens in NCW. Since 2024 they have also been stakeholders in planning our Summer Library Program for teens.

When members reflected on their work through the council, they said they could see how **their ideas built the services we offered and how their contributions made a difference in making our services more informed by and responsive to teens.**

Okanogan County TLC Members



I feel like no matter your walk of life, everyone is welcome and equal in the library. It has always felt like a safe space for me. -TLC Member

While the council has primarily met virtually, we have had several in-person retreats where members discuss complex topics, work on activities together, and visit newly renovated library teen spaces. At this year's retreat, the members discussed the future of the council. What they would like to see the council do/create, what teen needs they would like to see the council address, how best to support local teen involvement, and what format the council should take moving forward. Their discussions also focused on youth reading advocacy, marketing the library to teens, and promoting our services.



This school year, Teen Library Council members will work as local advocates in their communities and schools. **Assisting in our greater project of encouraging more teens to be active participants and leaders at their library and in their community.** A future idea shared by the teens, is working as a network that supports local “chapters” of the Teen library Council and have quarterly virtual meetings to support system-wide efforts. They hope this will create deeper local impacts while having the support of a council network.

It is important for teens to have a voice in their community because it is their world that they will grow into. Even if they themselves will eventually leave or move away, they are leaving behind an environment for their peers and descendants... there are many benefits that may be missed when you don't advocate for change and the things you want to see. -TLC Member



Community Game Night and Reading Buddies programs generated by Upper Valley Teen Library Council (Leavenworth/Peshastin)



BOARD STAFF REPORT

To: Board of Trustees

From: Tim Dillman, AD of Community Libraries

Date: September 17, 2026

Proceeding Type: Board of Trustees Meeting

Subject: Community Libraries Board Report

Staff Report Summary: ☒ Informational only ☐ Board action required

Team meeting topics over the past month have included:

Staff Support:

- District Wide Annual Collection check in
- Koha Quick Reference Sheets
- Library Card Sign up Month Resources

Frontline Staff Training:

- Storytime In-person Regional Trainings-led by Abby Osborn, Children's Services Manager
- Fall Programming Staff Meeting

Information Sharing & Feedback Gathering:

- All Staff Employee Engagement Survey

Collaborative Work:

- Research on Staff Individual Development Plans
- Operations Procedure Manual creation-ongoing
- Library Card Signup Month planning

As the district continues to plan for the potential of a future levy measure, I will be taking time to visit all of our Friends of the Library groups and share with them the district's financial details and the preparations the Board of Trustees is making. This is also an opportunity to more proactively check-in and hear what is going well and what we can work on to strengthen our partnership.

Last week I was able to meet with the Friends of the Winthrop Library and the Manson Library Board. These visits were well received, and both groups were very appreciative of the time I spent with them. As Friends groups share their own questions and concerns and their thoughts about what they are hearing from members of their community, I will relay this to the Board to inform our communications and plans.

Staff Recommendation: N/A

Financial Implications: N/A

Attachments: ☐ Yes ☐ No

Requested Board Action:

Legislative Information (if applicable): N/A

History:

Requested Board Action:

Legal Review: ☐ Yes ☐ No

Senior Branch Leaders were asked to share information related to how work in their areas are aligning with NCW Libraries' Four Strategic Directions:

Michael McNiel, North Region- Meet Critical Community Needs

The Oroville Library hosted a showing of the film "Our Mr Matsura". The film is about local photographer Frank Matsura and is directed by local filmmaker Beth Harrington. We held the event with the local art museum and historical society. For Oroville, it was a night out on the town. We held two showings because we could not hold everyone who came in for the first showing. After the movie there was a Q&A with the director. The historical society did a booth and showed books about local history. It was a real cultural event. The friends supported the event with popcorn and information about the door project and the reimagining spaces project. We had 99 people attend. Really great work by Branch Librarian Heather and Library Specialist Stephanie!

Austin Foglesong, Moses Lake Public Library-Strengthen Organizational Health

Jonathan Sims will be replacing River Calloway in the position of one of our two Library Specialists on Tuesday, September 8th. Jonathan has served as a Library Assistant for about a year at the libraries in Moses Lake, George, Royal City, and Soap Lake. He is currently pursuing his MLIS degree from LSU. We are excited to see Jonathan continue with NCW Libraries in a full-time position and look forward to his excellent customer service to our Moses Lake patrons and visitors through programming and outreach support, as well as at the front desk.

Kyle Huizenga, Wenatchee Public Library-Meet Critical Community Needs

We introduced a new tabler in the library space. A representative of Community Health Plan of Washington offers help with Apple Health (Medicaid), Medicare, and health insurance questions for a couple hours each Tuesday. Patrons can learn about available health coverage options, renewals, benefits, and community resources. There are a lot of folks in our community who benefit from information about these resources, so it is a natural partnership with a positive impact.

Melissa Little, Northwest Region- Meet Critical Community Needs

Bridgeport Librarian Michelle Orosco has been working diligently to develop better working relationships with the schools by listening to local teachers and hearing how the library can best assist. This summer she attended the free lunch program at Bridgeport Schools, handed out free books, and chatted with local staff to find out when teachers' back to school events were happening. She plans to visit and talk to teachers about homework help and other online resources that will aid them in their work.

Danielle Durr, South Region-Maximize the Community's Investment

Mattawa hosted the Department of Licensing to offer services to the community. Citizens would normally have to drive to a larger city like Moses Lake or Ellensburg to receive these types of services. The library assisted 105 people that day.

Nat Heck, Central Region-Maximize the Community's Investment

The growth in Winthrop's usage statistics have been eye popping this year. As of the end of August, the branch has circulated 84% of total items circulated in 2025, has had 12% more patrons attend programs than all of 2025, and has welcomed 78% of all patrons the branch saw in 2025 through its doors. At its current pace, the branch would substantially outperform in circulation, program attendance, door count, and library card signups.

Nick Husted, West Region-Meet Critical Community Needs

Peshastin Librarian Clare demonstrated outstanding community partnership and youth engagement this summer by again collaborating with Small Miracles to offer "Lunch at the Library / Almuerzo en la Biblioteca." The program provided free, nutritious summer meals to children and teens ages 0–18 in our library yard, helping reduce barriers to food access while school was out.

Beyond meal service, Clare organized welcoming, family-centered activities and games that encouraged participants to spend meaningful time at our library. Her thoughtful planning transformed lunch into an opportunity for recreation, connection, and continued engagement with library services.



BOARD STAFF REPORT

To: Board of Trustees

From: Reimagining Spaces Project Team

Date: August 20, 2026

Proceeding Type: Board of Trustees Meeting

Subject: Reimagining Spaces Update

Staff Report Summary:

☐

Informational only

☒

Board action required

The renovation phase of Ephrata's Reimagining Space project is well underway. Design progress in Omak is rapid, and the team is working on preparations for the upcoming Republic new building. We will be asking the Board to review and approve Resolution 26-07 to set the budget and purchasing authority for the Republic project.

Additional details about all active projects are outlined below.

Discussion/Analysis:

Branch Updates:

At the bottom of this section is a table indicating the phase of progress for each branch.

1. Chelan: The temporary pop-up at the Chelan HUB was opened to the public on August 31st. A reduced fact-finding scope of work was completed. A process, led by the City of Chelan, to update scope and budget is underway.
2. Ephrata: Move out and selective demolition have been completed. The team is moving into mechanical and electrical rough in. The temporary pop-up opened on September 3rd.
3. Bridgeport: Construction documents are in process. Bridgeport will closely follow Ephrata.
4. Oroville: The project is in its design phase.
5. Entiat: Design of the Entiat Library has resumed.
6. Omak: The 90% plans and the related cost estimate are due from the design the week of September 21st. Once received, the team will have a clear understanding of whether the project scope is now within budget or if additional changes need to take place. We can then work towards a formal scope change with the Department of Commerce for our LCIP grant.



7. Republic: The selection committee chose Absher + ALSC as their progressive design-build team. The City of Republic is working toward a contract with them and expects it to be executed by September 21st. Project kickoff will officially happen in October.

Attached is Resolution 26-07 for the Republic project for the Board's review and approval. This resolution sets purchasing authority as well as the project budget for the new Republic Library.

The scope and budget include:

- a. LibraryForward's design services
- b. Directly purchasing all furniture and shelving
- c. Interior signage and miscellaneous supplies
- d. Rental costs related to moving

Count	Branch	Community Engagement	Design	Bidding	Construction	Completion
1	Chelan				X	
2	Ephrata				X	
3	Bridgeport		X			
4	Oroville		X			
5	Entiat		X			
6	Omak		X			
7	Republic	(pre-design)				
Fully Completed:						
1	Winthrop					X
2	Brewster					X
3	Wenatchee					X
4	Peshastin					X
5	Curlew					X
6	Soap Lake					X
7	Royal City					X
8	Manson					X
9	Cashmere					X

Future Reimagining Spaces Cohort:

As noted at the July Board meeting, we are planning for another cohort of branch libraries, continuing to incorporate lessons learned. One such lesson is to tighten the turnaround of community engagement to the physical upgrades rather than front loading community engagement for the whole cohort.



The next group is expected to include the following branch libraries:

- Grand Coulee
- Mattawa
- Okanogan
- Tonasket
- Waterville

Staff Recommendation:

Approve and execute Resolution 26-07 for the Republic Reimagining Spaces Project.

Financial Implications:

Establishing the Republic Library's project budget of \$325,000.00 from Fund 647.

Attachments:



Yes



No

1. Resolution 26-07 Republic's Reimagining Spaces Project

Requested Board Action:

"I motion to approve Resolution 26-07 establishing Republic's Reimagining Spaces project budget and Executive Director purchasing authority."

Legislative Information (if applicable):

History:

Requested Board Action:

Legal Review:



Yes



No

**NORTH CENTRAL WASHINGTON LIBRARIES
RESOLUTION 26-07**

A RESOLUTION OF THE BOARD OF TRUSTEES OF NORTH CENTRAL WASHINGTON LIBRARIES ADOPTING A PROJECT BUDGET FOR DESIGN AND IMPROVEMENTS TO THE REPUBLIC PUBLIC LIBRARY ("PROJECT") AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACTS AND MAKE PURCHASES FOR PRODUCTS AND SERVICES WITHIN THE PROJECT BUDGET TO COMPLETE THE PROJECT; AND, SETTING AN EFFECTIVE DATE

WHEREAS, the Board of Trustees ("Board") of North Central Washington Libraries ("NCW Libraries") previously adopted a Facilities Improvement Plan (known as "Reimagining Spaces") for purposes of making accessibility and design improvements to NCW Libraries' buildings and facilities; and

WHEREAS, NCW Libraries has entered into a Master Agreement with Forte Architects ("Consultant") to provide architectural and design services to facilitate completion of the Reimagining Spaces improvement plan, which further includes preparing plans and designs for improvements to individual branch libraries located in cities throughout the NCW Libraries jurisdiction (through a separate Service Order); and

WHEREAS, the Consultant will complete its proposed design and cost proposal for the improvements to the Republic Public Library as part of the Reimagining Spaces plan (for purposes of this Resolution, the Republic Public Library design and improvements are referred to herein as the "Project"); and

WHEREAS, due to the market conditions in the Project location, certain aspects of the Project may be required to be completed through use of separate contractors and materials purchased directly by NCW Libraries (rather than through a general contractor); and

WHEREAS, the Board has previously adopted a formal Purchasing Policy through Resolution No. 19-15 ("Purchasing Policy"), which establishes limits on the purchasing authority of the Executive Director, and prohibits the Executive Director from entering any contract or making any purchase in excess of \$50,000 without prior Board approval; and

WHEREAS, due to the nature of the Project, the Board anticipates that certain budgeted or anticipated contracts or expenses may exceed the Executive Director's authority set forth in the Purchasing Policy; and

WHEREAS, in order to avoid unnecessary delays in the Project associated with a need to seek Board approval of Project related purchases or acquisitions, the Board desires to delegate authority to the Executive Director, or authorized designee, to approve or make purchases in excess of the authority set forth in the Purchasing Policy, so long as competitive

solicitation requirements are followed and the purchases are contemplated by and within the approved Project budget; and

WHEREAS, the Board now desires to adopt the Project budget and confirm the purchase authorization within said budget as set forth in this Resolution; now therefore,

THE BOARD OF TRUSTEES OF NORTH CENTRAL WASHINGTON LIBRARIES HEREBY RESOLVES ASFOLLOWS:

Section 1. Project Budget. The Board of Trustees of the North Central Washington Libraries hereby adopts the total budget for completion of the Project as set forth in Exhibit A attached to this Resolution. The total budget for the Project shall not exceed \$325,000.00.

Section 2. Purchase Authority. The Executive Director, or authorized designee (“Director”), is hereby authorized to enter into contracts and make purchases of goods and services on behalf of NCW Libraries to facilitate completion of the Project as set forth in Section 1, above. All contracts and purchases by the Director for the Project shall comply with competitive solicitation requirements as applicable. No contract or purchase shall exceed the Director’s statutory authority (if any) or the approved total Project budget. Notwithstanding the foregoing, it is expressly understood that the line item costs set forth in the Project budget adopted in Section 1 are estimates and may change during the Project. The Director is authorized to make such purchases so long as the entire Project budget is not exceeded.

Section 3. Board Report. The Director shall report all contracts and purchases made and entered into pursuant to the authority set forth in Section 2 to the Board at the next regular Board meeting, or special meeting called for purposes related to the Project or Reimagining Spaces improvement plan.

Section 4. This Resolution, and the purchase authority granted to the Executive Director (or authorized designee) set forth herein, shall temporarily amend and supplement the purchase authority set forth in the Purchasing Policy for completion of the Project identified in Section 1. In the event of any conflict, the terms of this Resolution shall control (until completion of the Project). The authority set forth in this Resolution shall terminate effective upon final completion and approval or acceptance of the Project as determined by NCW Libraries.

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Section 5. This Resolution shall be effective immediately upon passage by the Board of Trustees.

DATED AT WENATCHEE, WASHINGTON this seventeenth day of September 2026.

BOARD OF TRUSTEES
NORTH CENTRAL WASHINGTON LIBRARIES

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EXHIBIT A
Project Budget

Item	Cost Code	Cost Allocation
Supplies	647 071 594 50 31 000	\$14,800.00
Small Equipment	647 071 594 50 35 000	\$263,848.00
Prof. Services – Design	647 071 594 50 41 000	\$44,352.00
Rentals	647 071 594 50 45 000	\$2,000.00
Total		\$325,000.00



BOARD STAFF REPORT

To: Board of Trustees

From: Sheila Callihan, HR Director

Date: September 17, 2026

Proceeding Type: Board of Trustees Meeting

Subject: Board Report

Staff Report Summary: ☒ Informational only ☐ Board action required

Staff Movement:

New Hires:

Internal Transfers/Promotions:

Cheryl Adams, FTE 0.80 (temp) Library Specialist, WPL, effective September 1, 2026
Jonathan Sims, FTE 1.0 Library Specialist, Moses Lake, effective September 8, 2026

Resignations:

Claudia Bovee - Latino Services Manager, effective September 11, 2026

Retirements Announcements:

Open Positions:

Future Start Dates:

Posted Positions:

Discussion/Analysis:

Staff Engagement and Growth:

The HR/Payroll team attended the WCIF Benefits IAC/ACE Renewal meeting at the Wenatchee Convention Center on September 11, 2026, to learn about the upcoming benefits enrollment season and review new benefit updates and changes for the 2027 plan year. The meeting helped the team prepare to support employees during the enrollment period, scheduled for October-November of this year.

Financial Implications:

Other:

Attachments:

☐

Yes

☒

No

If yes, name(s) of attachment(s):

Legislative Information (if applicable):

History:

Requested Board Action:

Legal Review:

☐

Yes

☒

No

If yes, name(s) of attachment(s)



Origination: 03/2020
Last Approved: 06/2023
Revision Date: 09/2026
Effective Date: 09/2026
Next Review: 09/2027

Owner: Barbara Walters,
Executive Director, NCWL
Area: Human Resources
Applicability: NCW Libraries

Telecommuting Policy and Procedure

Policy

The North Central Washington Libraries ("NCW Libraries") may allow certain employees to perform work at home, on the road, or in a satellite location ("telecommuting") for all or part of their workweek in certain circumstances.

Purpose

Telecommuting allows employees to work at home, on the road, or in a satellite location for all or part of their workweek. NCW Libraries considers telecommuting to be a viable, flexible work option when both the employee and the job are suited to such an arrangement. Telecommuting may be appropriate for some employees and jobs but not for others. Telecommuting is not an entitlement, it is not an organization wide benefit, and it in no way changes the terms and conditions of employment with NCW Libraries.

Procedures

Telecommuting can be informal, such as working from home for a short-term project or on the road during business travel, or a formal, set schedule of working away from the office as described below. Either an employee or a supervisor can request telecommuting as a possible work arrangement.

Any telecommuting arrangement will be subject to a three-month trial period; however, the arrangement may be discontinued at will and at any time at the request of either the telecommuter or the organization at any time, whether during or after the trial period. Every effort will be made to provide 30 days' notice of such a change to accommodate commuting, workstation setup, and other issues that may arise from the termination of a telecommuting arrangement. There may be instances, however, when no notice is possible.

Eligibility

Individuals requesting formal telecommuting arrangements must be employed with NCW Libraries for a minimum of 6 months of continuous, regular employment and must have a satisfactory performance record.

Before entering into any telecommuting agreement, the employee and manager, with the assistance of the human resource department, will evaluate the suitability of such an arrangement, reviewing the following areas:

- Employee suitability. The employee and manager will assess the needs and work habits of the employee, compared to traits customarily recognized as appropriate for successful telecommuters. This includes, but is not limited to: performance history, level of supervision required, understanding of the operations of their department and/or NCW Libraries, productivity, time management skills, and hours of availability.
- Job responsibilities. The employee and manager will discuss the job responsibilities and determine if

the job is appropriate for a telecommuting arrangement. Some positions may not be appropriate for telecommuting due to job responsibilities, such as customer-facing roles. During telecommuting, employees are expected to effectively accomplish their regular job duties, unless adjustments to job duties have been discussed with and approved by their supervisor and documented in a formal telecommuting agreement.

- Equipment needs, workspace design considerations, and scheduling issues. The employee and manager will review the physical workspace needs and the appropriate location for the telework.
- Tax and other legal implications. The employee must determine any tax or legal implications under IRS, state, and local government laws, and/or restrictions of working out of a home-based office. Responsibility for fulfilling all obligations in this area rests solely with the employee.
- Employees that work remotely must perform the work in Washington State.

If the employee and manager agree, and the human resource department concurs, a draft telecommuting agreement will be prepared and signed by all parties, and a three-month trial period will commence.

Telecommuters are expected to meet or exceed the same performance standards as on-site employees. Evaluation of telecommuter performance during the trial period will include regular interaction by phone and e-mail between the employee and the manager, and weekly face-to-face meetings to discuss work progress and problems. At the end of the trial period, the employee and manager will each complete an evaluation of the arrangement and make recommendations for continuance or modifications.

All employees, regardless of telecommuting status, should expect to receive feedback about their work performance, including output, completion of objectives, and availability during work hours. Additional check-ins, evaluations, or productivity reports may be required to ensure continued effectiveness. Failure to meet performance expectations will result in termination of the telecommuting agreement.

An appropriate level of communication between the telecommuter and supervisor will be agreed to as part of the discussion process and will be more formal during the trial period. After conclusion of the trial period, the manager and telecommuter will communicate at a level consistent with employees working at the office or in a manner and frequency that is appropriate for the job and the individuals involved.

Denials

An employee's request to telecommute may be denied due to business necessity or an employee's performance concerns. If an employee's request to telecommute is denied based on performance concerns, supervisors should consult with the human resource department to assist in the department's review of performance expectations with the employee.

An employee who disagrees with their supervisor's denial of a request to telecommute is encouraged to discuss the concern with their supervisor. If the discussion with the supervisor does not resolve the issue, the employee may request a review by the head of their department. The department head makes the final decision regarding what work, if any, may be performed as part of an approved telecommuting agreement.

Attendance

Attendance is monitored for telecommuting employees the same as for employees at an NCW Libraries work location. Employees are required to accurately record work hours in the current HRIS Timekeeping system.

IMPORTANT: Attendance issues may result in a telecommuting agreement being revoked and corrective or disciplinary action being taken.

Work Hours and Availability

The employee's work schedule will be established by the approving Director or Manager based on business needs. During scheduled work hours, the employee is expected to be actively working and available to perform their assigned duties. Employees must remain accessible and responsive to work-related communications through Microsoft Teams, phone, or other approved communication methods and respond within 30 minutes when contacted. Employees are expected to maintain an accurate and up-to-date calendar reflecting their work schedule, meetings, and periods of unavailability to support timely communication and collaboration.

Time Worked

Telecommuting employees who are not exempt from the overtime requirements of the Fair Labor Standards Act will be required to accurately record all hours worked using NCW Libraries' time-keeping system. Hours worked in excess of those scheduled per day and per workweek require the advance approval of the telecommuter's supervisor. Failure to comply with this requirement may result in the immediate termination of the telecommuting agreement.

Equipment

On a case-by-case basis, NCW Libraries will determine, with information supplied by the employee and the supervisor, the appropriate equipment needs for each telecommuting arrangement. The human resource and information system departments will serve as resources in this matter. Equipment supplied by the organization will be maintained by the organization. Equipment supplied by the employee, if deemed appropriate by the organization, will be maintained by the employee. NCW Libraries accepts no responsibility for damage or repairs to employee-owned equipment. NCW Libraries reserves the right to make determinations as to appropriate equipment, subject to change at any time. Equipment supplied by the organization is to be used for business purposes only. The telecommuter must sign an inventory of all NCW Libraries property received and agree to take appropriate action to protect the items from damage or theft. Upon termination of employment, all company property will be returned to the company, unless other arrangements have been made.

NCW Libraries will supply the employee with appropriate office supplies (pens, paper, etc.) as deemed necessary. NCW Libraries will also reimburse the employee for business-related expenses, such as shipping costs, that are reasonably incurred in carrying out the employee's job, which will be outlined in the Telecommuting Agreement in advance. The employee will submit expense reports with attached receipts in accordance with NCW Libraries' expense reimbursement policy.

The employee will establish an appropriate work environment within their home for work purposes. NCW Libraries will not be responsible for costs associated with the setup of the employee's home office, such as remodeling, furniture, or lighting, nor for repairs or modifications to the home office space or for utilities or home maintenance.

Security

Consistent with the organization's expectations of information security for employees working at the office, telecommuting employees will be expected to ensure the protection of proprietary company and customer information accessible from their home office. Steps include the use of locked file cabinets and desks, regular password maintenance, and any other measures appropriate for the job and the environment.

Safety

Employees are expected to maintain their home workspace in a safe manner, free from safety hazards. Injuries sustained by the employee in a home office location and in conjunction with their regular work duties are normally covered by the company's workers' compensation policy. Telecommuting employees are responsible for notifying the employer of such injuries as soon as practicable. Health or safety hazards at the telecommute location may result in immediate suspension or discontinuation of the telecommute agreement.

The employee is liable for any injuries sustained by visitors to their home worksite.

Childcare and Dependent Care

Telecommuting is not a replacement for active childcare or dependent care responsibilities. Employees must not engage in active caregiving during designated work hours unless expressly authorized under NCW Libraries policy.

Time spent actively caring for a child or dependent while telecommuting will not be considered work time. In such cases, employees are required to request and use appropriate leave or time off.

While telecommuting schedules may offer some flexibility, any adjustments to accommodate personal caregiving must not interfere with job performance or the ability to meet business needs. The primary focus of any telecommuting arrangement must remain on fulfilling work responsibilities effectively and consistently.

All prospective telecommuters are strongly encouraged to have clear, proactive discussions with household members to ensure that caregiving duties do not conflict with remote work obligations prior to beginning a telecommuting trial period.

Travel

When an employee telecommutes from home for part of the day and works at an NCW Libraries work location for another part of the day, travel between the employee's home and the NCW Libraries work location is not considered work time. Commute or travel time between home and the work location must not be included on the timesheet as work time, whether the employee travels to the work location before or after telecommuting.

Ad Hoc Arrangements

Temporary telecommuting arrangements may be approved for circumstances such as inclement weather, special projects, or business travel. These arrangements are approved by the supervisor on an as-needed basis only, with no expectation of ongoing continuance.

Other informal, short-term arrangements may be made for employees on family or medical leave to the extent practical for the employee and the organization and with the consent of the employee's health care provider, if appropriate. All informal telecommuting arrangements are made on a case-by-case basis, focusing first on the business needs of the organization and must be approved by the telecommuting employee's supervisor.

Board of Trustees Approval/Enactment

By enactment of this policy, the Board of Trustees of NCW Libraries is concurrently rescinding any prior policy or procedure within NCW Libraries that is either in conflict with or expansive of the matters addressed in this policy.

Policy History

Revision 2 Dated 09/2026:

Page 1: Procedures: CHANGED language to make clearer that the telecommuting arrangement can be discontinued whether during or after the trial period.

Page 2: Eligibility: ADDED "Telecommuters are expected to meet or exceed the same performance standards as on-site employees." CHANGED wording of evaluation of performance to make clear that feedback about work performance is the same regardless of telecommuting status. ADDED Additional check-ins, evaluations, or productivity reports may be required to ensure continued effectiveness. Failure to meet performance expectations will result in termination of the telecommuting agreement."

Page 2: Attendance: ADDED "Employees are required to accurately record workhours in the current HRIS Timekeeping system."

Page 3: ADDED Work Hours and Availability Section

Page 3: MOVED Time Worked Section

Page 4: Childcare: ADDED Dependent Care

Page 4: Travel: ADDED clearer language about travel not counted as work hours "

Revision 1 Dated 06/2023:

Page 1 Eligibility: CHANGED from 3 months to 6 month continuous service

Page 2: Employee suitability: ADDED Sentence "this includes.....and hours of availability." Job

Responsibilities: ADDED Sentences "Some positions may not be appropriate... a formal telecommuting agreement."

ADDED requirement "Employees that work remotely must perform the work in Washington State." ADDED Sentence: "Evaluation of telecommuter performance... rather than on time-based performance."

Denials: ADDED section

Page 3: Attendance: ADDED entire section.

Equipment: REMOVED "(including hardware, software, phone and data lines and other office equipment)" and ADDED "or for utilities or home maintenance."

Page 4: Safety: REMOVED: "NCW Libraries will provide each telecommuter with a safety checklist that must be completed at least twice per year." And ADDED: "Health and safety hazards at the telecommute location may result in immediate suspension or discontinuation of the telecommute agreement."

Childcare: SPLIT Childcare from Safety into stand-alone section. ADDED: "if a telecommuting employee is actively caring for a child or dependent, that time is not considered work time and appropriate leave/time off must be requested."

Time worked: CHANGED section to reference non-exempt hourly employee time keeping requirements.

Travel: ADDED entire section.

Ad Hoc Arrangements: REMOVED "emergency closures" from circumstances list and ADDED to last sentence "and must be approved by the telecommuting employee's supervisor."

Origination of Policy: 03/2020



BOARD STAFF REPORT

To: Board of Trustees
From: Aaron Floyd
Date: 6/11/2026
Proceeding Type: Board of Trustees Meeting
Subject: IT Department Board Report

Staff Report Summary: ☒ Informational only ☐ Board action required

PROJECTS

System-wide Network Upgrade

The backend work has been completed for this major project and last week we implemented the first router upgrade in East Wenatchee. My team is scheduling and deploying to the remaining locations over the next 6 weeks. This work will also include replacement of network cabinet UPS batteries, staff PC batteries, outstanding on-site tickets, and cable management cleanup.

Tyler Finance Software

We're continuing to make great progress configuring and deploying the system. We are particularly focused on security and building out the relevant staff access to resources like purchasing, cashiering, etc.

Copier Budget

A thorough evaluation of costs, fees and usage was performed. The good news is that our current fees are set correctly and will remain unchanged. It is also worth noting that, overall, staff are doing an excellent job of maintaining reasonable utilization. The challenge is that public utilization continues to grow beyond expectation. This is driving our cost of materials over budget by about \$5,000 for the year (that's after we account for the associated usage fee income). Given the public's value of the service, we have opted to continue the service 'as is' and will look to offset the budget increase in the coming years. Keep in mind the IT budgets are already very lean so current funding will not be able to offset increases over the long term (as public usage continues to grow). It would likely require cutting or reducing other services.

Cybersecurity

Microsoft released the largest single set of patches for Windows last Tuesday (997 updates). Due to the criticality and zero-day risks addressed we shifted patch deployment for the entire district, tested, and pushed out the updates within 2 days of the release. Like many IT leaders, I am concerned about the ever increasing cyber security risks, particularly due to attackers' use of AI. While we are doing everything we can, I do not know that it will be enough.

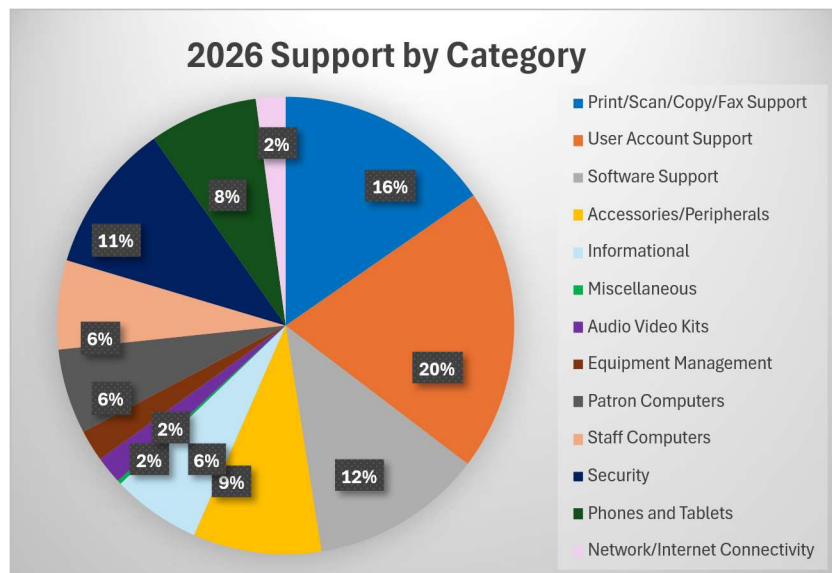
Reimagining Spaces & Location Updates

We recently pulled equipment from Ephrata and helped set up the temporary pop-up space during their remodel work.

Teleservice & Conferencing Resources

Grant funding is being spent on equipment going into multiple locations (such as Cashmere, Ephrata, Brewster, etc.).

IT Support Requests per Month					
Month	2026	2025	2024	2023	% ± Year Prior
January	71	122	141	106	-42%
February	77	93	166	112	-17%
March	88	150	136	144	-41%
April	100	112	107	149	-11%
May	91	93	106	144	-2%
June	134	95	96	123	41%
July	103	100	175	140	3%
August	95	96	133	153	-1%
September		108	133	141	-19%
October		86	134	143	-36%
November		69	99	224	-30%
December		71	93	170	-24%
Total YTD:	759	1195	1519	1749	



Discussion/Analysis:

Staff Recommendation:

Financial Implications:



Attachments:

☐

Yes

☒

No

If yes, name(s) of attachment(s):

Requested Board Action:

Legislative Information (if applicable):

History:

Requested Board Action:

Legal Review:

☐

Yes

☒

No

If yes, name(s) of attachment(s)

AUGUST 2026 LIBRARY DATA REPORT



SEPTEMBER 17, 2026

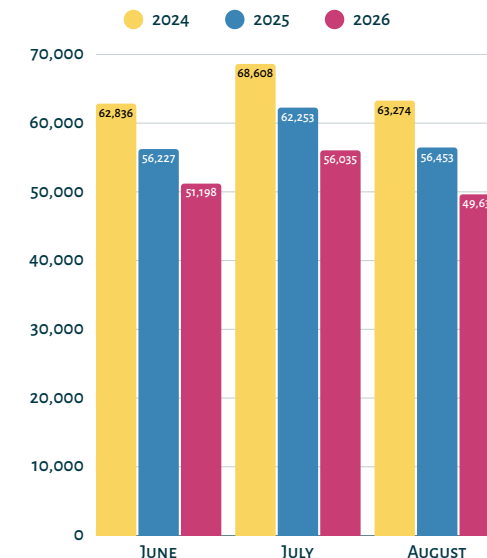
FOOT TRAFFIC

The number of people counted walking into one of our 30 branch libraries using Vea Web people counting software.



CIRCULATION OF PHYSICAL MATERIALS

The number of physical materials borrowed by the public. Physical materials include traditional items like books and DVDs as well as non-traditional items like snowshoes and blood pressure monitor kits.



CIRCULATION OF DIGITAL MATERIALS

The number of digital materials borrowed by the public via Hoopla, Kanopy, and OverDrive. Digital materials include eBooks, eAudiobooks, and online music and video streaming.



NEW LIBRARY CARDS

The number of library cards issued to newly registered members of the public using Koha library software. Card types include: Limited Use, Temporary, Educator, Fee, NCW Libraries (standard), Outreach, Owns Property, and Reciprocal.

