mid-columbia LIBRARIES

Board of Trustees
Meeting Minutes
June 16, 2026, 5:30 pm

CALL TO ORDER
The meeting was called to order at 5:30 pm by Chair Martin Valadez.

Vice-Chair Ed Frost, Secretary Andrew Wirkkala, and Board members Jessie Wagnon and Imelda Collop were present. Board member Angie Pacheco attended remotely.

Also in attendance were Executive Director Kyle Cox, Director – Finance Rose Courneya, Director – Public Services Jessie Tomren, Associate Director – Planning & Evaluation Elissa Burnley, Associate Director – Advocacy & Development Sara Schwan, and Associate Director – Operations Erin Meneely. Director – Human Resources Celina Bishop attended remotely.

APPROVAL OF AGENDA
Ed Frost moved to approve the Agenda as presented. The motion was seconded by Andrew Wirkkala and carried unanimously.

APPROVAL OF CONSENT AGENDA
Ed Frost moved to approve the Consent Agenda as presented. The motion was seconded by Jessie Wagnon and carried unanimously.

Approval of Minutes
The Board approved the Minutes from the meeting of May 19, 2026.

Treasurer's Report
General Fund – $4,850,002.45
Library Capital Reserve Fund – $2,364,311.93
Stroh Fund – $216,883.04

Approval of Payroll & Benefits
The Board ratified the signature of the Board Chair for direct deposits numbers RA-2009686 through RA-2009807 in the amount of $337,781.87 dated June 10, 2026.

Approval of Accounts Payable Checks
The Board ratified the signature of the Board Chair for Accounts Payable direct deposits numbers RA10000122 through RA10000129 and check numbers 68486 through 68569 in the amount of $420,475.17.

Surplus Property
3,040 library materials were declared surplus. The items were worn out, obsolete, or no longer needed.

Bad Debt Write-Off
The Board ratified the signature of the Board Chair for write-off of bad debts covering the period of: 5/1/2026 through 5/31/2026 in the amount of $3,200.43 and outstanding bad debts for customer balances of less than $25.00 in the amount of $411.38. The total bad debt write-off for May is $3,611.81.

SYSTEM REPORT
Board member Angie Pacheco joined as Executive Director Kyle Cox provided a brief verbal report to accompany the information provided. He updated the Board on federal and state funding, recent

programs and events including the Summer Reading Challenge, and unveiled a temporary logo with a patriotic theme to celebrate America 250. Staff shared information related to MCL's Library Capital Improvement Program grant application.

EDUCATION REPORT – CUSTOMER SATISFACTION SURVEY
Associate Director – Planning & Evaluation Elissa Burnley provided a verbal report to accompany the information provided.

ACTION ITEMS
Staff Day Closure
Secretary Andrew Wirkkala provided a brief report. Andrew Wirkkala moved the Board authorize the Executive Director to close all branches of Mid-Columbia Libraries on Thursday, October 22, 2026, for Staff Day. The motion was seconded by Imelda Collop and carried unanimously.

Colorado Mineral Rights Lease
Secretary Andrew Wirkkala introduced the item and Executive Director Kyle Cox and Director – Finance Rose Courneya provided a brief report. Andrew Wirkkala moved the Board authorize the Executive Director to sign the proposed lease agreement for MCL's oil, gas, and mineral rights in Colorado. The motion was seconded by Angie Pacheco. Following discussion, the motion carried with four ayes, 1 nay, and 1 abstention.

BOARD COMMENTS
Associate Director – Operations Erin Meneely informed the Board the chair of the Adams County Rural Library District Board had experienced a serious health issue and is expected to pass in the upcoming days. Director – Finance Rose Courneya informed the Board the recent Department of Retirement Services compliance review was recently completed, and information will be provided directly to the Board by the state.

Upcoming meetings are listed below.
- Governance Committee Meeting – July 10, 2026
- Resources Committee Meeting – August 2026
- Services Committee Meeting – TBD
- Board Meeting – July 21, 2026

ADJOURNMENT
The meeting adjourned at 6:00 pm.

Approved:

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Andrew Wirkkala, Secretary