



S P O K A N E C O U N T Y L I B R A R Y D I S T R I C T

Board of Trustees Regular Meeting

August 18, 2026 4:00 p.m.

22 N Herald Rd, Spokane Valley, WA

AGENDA

Remote Attendance: To attend the meeting remotely via the internet: <https://sclid-org.zoom.us/j/88388465377> or via conference call (toll free): 1-877-853-5247 or 1-888-788-0099, then enter ID: 883 8846 5377. Please note that remote attendance will be in listen-only mode.

Public Comment: In addition to the Public Comment period provided in the agenda below, the District accepts written public comment that will be distributed to Trustees. Written comments must be marked "Public Comment" and submitted by 12:00pm noon the day of this meeting by (1) USPS mail to: Spokane County Library District, 4322 N, Argonne Road, Spokane, WA 99212; (2) directly submitted to staff at the Administrative Offices at that same address, or; (3) via the following link: <https://www.sclid.org/connect/ask-board-of-trustees/>.

I. CALL TO ORDER

II. AGENDA APPROVAL

III. PUBLIC COMMENT

IV. ACTION ITEMS

- A. [Resolution No. 26-05: Rescinding Resolution No. 26-04](#): Approval Recommendation
- B. Approval of [July 21, 2026 Meeting Minutes](#)
- C. Approval of [July 2026 Payment Vouchers](#)
- D. Unfinished Business
 - 1. [HVAC Projects](#): Discussion
 - 2. [Levy Lid Lift Update](#): Discussion
- E. New Business
 - 1. [Friends of the Library Policy](#): Approval Recommendation
 - 2. [Janitorial Services Contract Termination](#): Approval Recommendation
 - 3. [Janitorial Services Contract Award](#): Approval Recommendation
 - 4. [Overview: Spokane Valley Library](#)

V. DISCUSSION ITEMS, POSSIBLE ACTION

- A. [Future Board Meeting Agenda Items](#)

VI. REPORTS

- A. [Trustees](#)

- B. [Executive Director](#)
- C. [Operations](#)
- D. [Fiscal](#)

VII. Closed Session:

- A. [Planning the strategy or position to be taken during collective bargaining \(RCW 42.30.140\(4\)\)](#)

VIII. ADJOURNMENT

This meeting is barrier-free. If you require accommodation to participate in this meeting, please notify Spokane County Library District Administration at least five (5) business days in advance of the meeting by calling 509-893-8200.

August 18, 2026

RESOLUTION No. 26-05: RESCINDING RESOLUTION No. 26-04**Background**

At the July Board meeting, Trustees approved Resolution 26-04 to place the levy proposition on the November ballot as a contingency plan if the levy did not pass in August.

The August levy proposition has passed, pending certification by the Spokane County Canvassing Board.

Resolution 26-05 rescinds Resolution 26-04 (November ballot) and withdraws the Board's request to the Spokane County Auditor to place the proposed ballot measure on the November 3, 2026 special election ballot.

The District's legal counsel has reviewed the resolution.

In terms of process, once Resolution 26-05 is approved by the Board of Trustees, it will be submitted to the Spokane County Auditor. The deadline to rescind Resolution 26-04 (November ballot) is August 20, 2026.

Executive Director Patrick Roewe will be available for questions.

Recommended Action: Board motion to approve Resolution 26-05.

RESOLUTION NO. 26-05

A RESOLUTION OF THE BOARD OF TRUSTEES OF SPOKANE COUNTY LIBRARY DISTRICT, SPOKANE COUNTY, WASHINGTON, RESCINDING RESOLUTION 26-04 AND WITHDRAWING THE SPOKANE COUNTY LIBRARY DISTRICT'S REQUEST TO THE SPOKANE COUNTY AUDITOR TO PLACE A BALLOT MEASURE RELATING TO A REGULAR PROPERTY TAX LEVY ON A SPECIAL ELECTION BALLOT ON NOVEMBER 3, 2026; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF SPOKANE COUNTY LIBRARY DISTRICT, SPOKANE COUNTY, WASHINGTON, as follows:

WHEREAS, Spokane County Library District, Spokane County, Washington (the "District"), is a library district duly organized and existing under and by the virtue of the constitution and laws of the state of Washington (the "State"); and

WHEREAS, pursuant to RCW 84.55.050, the District may levy a regular property tax in excess of the levy limitations contained in chapter 84.55 RCW, when such levy amount is authorized by a proposition approved by a majority of the voters of the District voting on the proposition at a general or special election held within the District; and

WHEREAS, on July 21, 2026, the Board of Trustees of the District (the "Board") adopted Resolution 26-04, requesting that a special election be called in order to submit to the qualified electors of the district the proposition of whether the district shall levy regular property taxes in excess of the levy limitation provided for in RCW 84.55.010 to provide funding for regular maintenance and operation of the district; providing for the submission of the proposition authorizing such levy to the qualified electors at an election to be held on Tuesday, November 3, 2026; providing for the notice of such election; and providing for other matters properly relating thereto; and

WHEREAS, the Secretary of the Board of Trustees has caused Resolution 26-04 to be filed with the Spokane County Auditor consistent with Washington State law in order to place the measure on the November 3, 2026 ballot; and

WHEREAS, it is the judgment of the Board that the November 3, 2026 special election is no longer necessary; and

WHEREAS, it is the will of the Board to rescind Resolution 26-04 and withdraw the Board's request to the Spokane County Auditor to place the ballot proposition on the November 3, 2026 ballot.

NOW THEREFORE, IT IS HEREBY FOUND, DETERMINED AND ORDERED as follows:

The Board hereby rescinds Resolution 26-04 and withdraws the Board's request to the Spokane County Auditor to place the proposed ballot measure on the November 3, 2026 special election ballot.

The Secretary of the Board is hereby directed to deliver a certified copy of this resolution to the Spokane County Auditor, as ex officio Supervisor of Elections for the District, not later than August 20, 2026.

The Board authorizes the District's Executive Director (Patrick Roewe), telephone number: 509-893-8360 and email: proewe@sclld.org, to act on its behalf and take any action determined necessary by the Auditor to withdraw the proposed ballot measure from the November 3, 2026 ballot.

This resolution shall become effective immediately upon its adoption.

ADOPTED by the Board of the Trustees of the Spokane County Library District, Spokane County, Washington, at a regular meeting thereof, held this 18 day of August 2026.

SPOKANE COUNTY LIBRARY DISTRICT
Spokane County, Washington

Jessica Hanson, Chair
Board of Trustees

ATTEST:

Patrick Roewe,
Secretary of the Board of Trustees

CERTIFICATION

I, Patrick Roewe, the appointed Secretary of the Board of Trustees of Spokane County Library District, Spokane County, Washington, hereby certify that the foregoing resolution is a full, true, and correct copy of a resolution duly passed and adopted at a regular meeting of the Board of Trustees of Spokane County Library District, duly held at the regular meeting place thereof on August 18, 2026, of which meeting all members of said Board had due notice, and at which a majority thereof were present; and that at said meeting said resolution was adopted by the following vote:

AYES, and in favor thereof, Members: Jessica Hanson, Jon Klapp, Ellen Clark, Patti Stauffe, and Robert Paull

NOES, Members: None.

ABSENT, Members: None.

ABSTAIN, Members: None.

I further certify that I have carefully compared the same with the original resolution on file and of record in my office; that said resolution is a full, true, and correct copy of the original resolution adopted at said meeting; and that said resolution has not been amended, modified, or rescinded since the date of its adoption, and is now in full force and effect.

IN WITNESS WHEREOF, I have set my hand on this 18th day of August 2026.

Patrick Roewe,
Secretary of the Board of Trustees

BOARD OF TRUSTEES MEETING MINUTES: July 21, 2026

A regular meeting of the Board of Trustees of Spokane County Library District was held in person and via Zoom online meeting platform in the public meeting room at the Deer Park Library, Tuesday, 21st, 2026 at 4:00pm.

Present: Jessica Hanson – Chair
Jon Klapp – Vice Chair
Ellen Clark – Trustee
Robert Paull – Trustee
Patti Stauffer – Trustee

Excused: None.

Also Present: Toni Carnell (Human Resources Director), Patrick Roewe (Executive Director), Jason Link (Finance Director), Vinnie Davi (Video Production Specialist), Doug Stumbough (Operations Director), Jane Baker (Communication and Development Director), Andrea Sharps (Collection Services Director), Emily Greene (Administrative Services Manager), Shannon McMinn (Library Supervisor), Corinne Wilson (Librarian), Alison Johnson (Librarian), and six (6) members of the public.

**Call to Order
(Item I)**

Chair Jessica Hanson called the meeting to order at 4:00pm.

**Agenda Approval
(Item II)**

Trustee Robert Paull moved and Trustee Patti Stauffer seconded the approval of the meeting agenda.

The motion was unanimously approved, there was no further discussion.

**Public Comment
(Item III)**

There was no public comment.

**Approval of June
16, 2026 Regular
Meeting Minutes
(Item IV.A)**

Chair Hanson called for corrections to the June 16 Regular Meeting Minutes. There were no corrections. The minutes stand as written.

There was no further discussion.

**Approval of June
2026 Payment
Vouchers
(Item IV.B)**

Trustee Stauffer moved and Vice Chair Jon Klapp seconded the approval of the June Payment Vouchers as follows:

Fund	Voucher/Payroll Numbers	Subtotal
GF – June	0064696 – 0064818 and W001916 – W001934	\$886,037.24
	PR06102026 and PR06252026	\$536,049.83
	Total	\$1,422,087.07
CPF	009795 Integrus Architecture	\$2,724.70
	009796 Mickinstry Co. LLC	\$166,715.09
	009797 Rhodes Craine & Rigging Inc	\$2,010.66
	009798 Testcomm LLC	\$8,772.00
	Total	\$180,222.45
DSF	State of Washington	\$983,000.00
	Total	\$983,000.00

The motion was unanimously approved, there was no further discussion.

**Unfinished
Business
HVAC Projects
(Item IV.C.1)**

Finance Director Jason Link informed the Board of the statuses of the Argonne Library and Deer Park Library HVAC projects. Discussion ensued about anticipated completion dates, rebate options, and additional costs due to the manufacturer's delay in parts availability.

There was no further discussion.

**Unfinished
Business
Levy Lid Lift Update
(Item IV.C.2)**

Executive Director Patrick Roewe informed the Board about the status of the Levy Lid Lift Election. Discussion ensued about the proposition being inadvertently left off the ballots in the precincts in the City of Airway Heights by Spokane County Elections. Discussion also ensued about Spokane County Elections plans to issue supplemental ballots to the impacted precincts in order to rectify the situation. Executive Director Roewe collected questions from the Board and was directed to follow up with Spokane County Auditor Vicky Dalton.

There was no further discussion.

**Unfinished
Business
Property Tax Levy
Lid Lift: Calling for
an November 3,
2026 Special
Election
(Resolution No. 26-
04)
(Item IV.C.3)**

Executive Director Roewe presented Resolution 26-04 to the Board. Discussion ensued about the resolution serving as the contingency plan in the event that the levy lid lift failed in the August election. The resolution is the same as 26-01, but updated for the November election. Discussion also ensued about the potential need for a special meeting to rescind the resolution if the August election is successful. Vice Chair Klapp moved and Trustee Ellen Clark seconded approval of Resolution 26-04 Requesting a Special Election Be Called in order to Submit to the Qualified Electors of the District the Proposition of Whether the District Shall Levy regular Property Taxes in Excess of the Levy Limitation Provided for in RCW

84.55.010 To Provide Funding for Regular Maintenance and Operation of the District be approved.

RESOLUTION NO. 26-04

A RESOLUTION OF THE BOARD OF TRUSTEES OF SPOKANE COUNTY LIBRARY DISTRICT, SPOKANE COUNTY, WASHINGTON, REQUESTING THAT A SPECIAL ELECTION BE CALLED IN ORDER TO SUBMIT TO THE QUALIFIED ELECTORS OF THE DISTRICT THE PROPOSITION OF WHETHER THE DISTRICT SHALL LEVY REGULAR PROPERTY TAXES IN EXCESS OF THE LEVY LIMITATION PROVIDED FOR IN RCW 84.55.010 TO PROVIDE FUNDING FOR REGULAR MAINTENANCE AND OPERATION OF THE DISTRICT; PROVIDING FOR THE SUBMISSION OF THE PROPOSITION AUTHORIZING SUCH LEVY TO THE QUALIFIED ELECTORS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR THE NOTICE OF SUCH ELECTION; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO.

The motion was unanimously approved, there was no further discussion.

**Unfinished
Business**

Property Tax Levy
Lid Lift:
Appointment of Pro
& Con Committees
(Item IV.4)

Executive Director Roewe informed the Board of the need to appoint Pro & Con Committees for the November election. Discussion ensued about the same members of the August election Pro Committee willing to serve again in November if needed and no responses for volunteers to serve on the Con Committee. Trustee Paull moved and Trustee Clark seconded the approval of the appointment of the pro committee.

The motion was unanimously approved, there was no further discussion.

New Business
Overview: Deer
Park Library
(Item IV.D.1)

Library Supervisor Shannon McMinn, Librarian Corinne Wilson, and Librarian Alison Johnson provided an overview of the Deer Park Library, its programs, and how it serves the community.

There was no further discussion.

Discussion Items
Future Board
Meeting Agenda
Items
(Item V.A)

Chair Hanson called for any questions or suggestions to the future board meeting agenda items. There were no questions or suggestions.

There was no further discussion.

Trustee Reports
(Item VI.A)

The Board expressed appreciation for the staff at the District especially in response to wildfires in the area.

There was no further discussion.

**Executive Director
Report**
(Item VI.B)

In addition to the report provided prior to the meeting, Executive Director Roewe shared the presence of the District at the Cheney Rodeo Day Parade and how the open houses regarding levy lid lift information have been received by the public.

There was no further discussion.

**Operations Report
(Item VI.C)**

In addition to the report provided prior to the meeting, Operations Director Doug Stumbough informed the Board that the North Spokane Library will need to be closed for fire code work.

There was no further discussion.

**Fiscal Report
(Item VI.D)**

Finance Director Link provided a report prior to the meeting of revenues and expenditures for June 2026.

There was no further discussion.

Closed Session
Planning the
strategy or position
to be taken during
collective
bargaining (RCW
42.30.140(4))
(Item VII.A)

The Board went into a closed session at 4:50pm with an estimated time to return at 5:20pm. The Board returned to a regular session at 5:22pm.

There was no action taken.

**Adjournment
(Item VIII)**

Chair Hanson adjourned the meeting at 5:22pm. The next Board Meeting is scheduled for Tuesday, August 18th at the Spokane Valley Library.

Jessica Hanson, Chair

Patrick Roewe, Secretary to the Board of Trustees

JULY 2026 VOUCHERS AND VISA

PAYMENT VOUCHER APPROVAL			
Pursuant to RCW 42.24.180 and Spokane County Library District Resolution # 94-03, we, the undersigned, do hereby certify that the merchandise and services hereinafter specified have been received as of July 31, 2026, and that payment vouchers listed on this and the following pages are approved for payment in the total amount of \$1,489,877.48 for the general fund, \$466,184.80 for the capital projects fund, and \$0.00 for the debt service fund and are authorized to authenticate and certify these claims.			
DATE:	July 31, 2026		
SIGNED:		SIGNED:	
TITLE:	Finance Director	TITLE:	Executive Director
GENERAL OPERATING FUND			
VOUCHER NUMBER	VENDOR NAME	DESCRIPTION	VOUCHER AMOUNT
0000064800	CHARLES B BOUCK	LIBRARY PROGRAMS	\$ (652.65)
0000064819	AMAZON CAPITAL SERVICES	LIBRARY MATERIALS, PROGRAMMING AND OFFICE SUPPLIES	68.45
0000064820	AVISTA UTILITIES	MONTHLY UTILITIES	7,784.37
0000064821	BLACKSTONE PUBLISHING	LIBRARY MATERIALS	907.60
0000064822	CDW GOVERNMENT INC	IT HARDWARE & PERIPHERALS	1,274.84
0000064823	CENGAGE LEARNING INC	LIBRARY MATERIALS	9,203.78
0000064824	US POSTAL SERVICE	POSTAGE FOR POSTAGE MACHINE	10,000.00
0000064825	CITY OF MEDICAL LAKE	MONTHLY WATER, SEWER, REFUSE - ML	387.11
0000064826	CULLIGAN SPOKANE WA	BOTTLED WATER SERVICE - CH	89.52
0000064827	EDNETICS	IT CAPITAL PROJECTS - WIRELESS ACCESS UPGRADE, KNOW B4 SOFTWARE	31,602.03
0000064828	EMPIRE DISPOSAL INC	MONTHLY SOLID WASTE - FF	49.66
0000064829	INGRAM DISTRIBUTION GROUP INC	BI-WEEKLY LIBRARY MATERIALS	9,102.42
0000064830	INLAND PUBLICATIONS INC	LIBRARY PROGRAMS ADVERTISING	2,171.00
0000064831	INTERSTATE ALL BATTERY CENTER	BUILDING REPAIR & MAINTENANCE	8.68
0000064832	MARCUS SHOFFNER	LIBRARY PROGRAMS, POETRY SLAM JUDGE	900.00
0000064833	MIDWEST TAPE	BI-WEEKLY LIBRARY MATERIALS	2,273.36
0000064834	OCLC, INC.	ANNUAL CATALOGING & ILL SUBSCRIPTION	55,575.54
0000064835	ORBIS CASCADE ALLIANCE	ANNUAL ILL COURIER SERVICE	8,377.00
0000064836	OVERDRIVE INC	BI-WEEKLY LIBRARY MATERIALS	11,656.19
0000064837	PROQUEST LLC	ELECTRONIC LIBRARY SERVICES	7,787.15
0000064838	SHI INTERNATIONAL CORP	IT HARDWARE & SOFTWARE	16,676.18
0000064839	SPOKANE COUNTY SEWER BILLING	MONTHLY SEWER - AR, NS, SC, SV	346.65
0000064840	STATE PROTECTION SERVICE INC	MOBILE SECURITY PATROLS: AR, NS, SC, SV	3,800.86
0000064841	TOWN OF FAIRFIELD	MONTHLY WATER, SEWER - FF	126.57
0000064842	VERIZON WIRELESS	MONTHLY CELL & "MI-FI" DEVICE SERVICE	1,946.69
0000064843	WASTE MANAGEMENT OF SPOKANE	MONTHLY REFUSE	1,956.45
0000064844	WHITWORTH WATER DISTRICT	MONTHLY WATER - NS	459.48
0000064845	WITHERSPOON BRAICICH MCPHEE PLLC	LEGAL SERVICES, GENERAL COUNSEL	8,620.50
0000064846	SAFELITE AUTO GLASS	VEHICLE MAINTENANCE	505.50
0000064847	ABM INDUSTRIES INC	MONTHLY CUSTODIAL SERVICES	24,504.40
0000064848	AMAZON CAPITAL SERVICES	LIBRARY MATERIALS, PROGRAMMING AND OFFICE SUPPLIES	3,234.33
0000064849	CENGAGE LEARNING INC	LIBRARY MATERIALS	530.23
0000064850	CENTER POINT LARGE PRINT	LIBRARY MATERIALS	554.94
0000064851	CENTURYLINK	MONTHLY ANALOG TELEPHONE LINE: SC ELEVATOR	82.58
0000064852	CINTAS CORP	JANITORIAL SUPPLIES	3,344.36
0000064853	DIVCO INCORPORATED	QTRLY BUILDING MAINT CONTRACT - HVAC	20,501.42
0000064854	FATBEAM LLC	MONTHLY INTERNET SERVICE, NET OF ERATE DISC	4,465.43
0000064855	GREENLEAF LANDSCAPING INC	GROUPS MAINTENANCE	14,531.96
0000064856	INGRAM DISTRIBUTION GROUP INC	BI-WEEKLY LIBRARY MATERIALS	6,217.96
0000064857	MICROBIZ	INVENTORY MGMT SOFTWARE, ANNUAL SUPPORT	850.00
0000064858	MIDWEST TAPE	BI-WEEKLY LIBRARY MATERIALS	2,956.36
0000064859	MORNINGSTAR, INC	ELECTRONIC LIBRARY SERVICE	4,215.00
0000064860	OPTUM	MONTHLY HSA ACCOUNT ADMIN FEES	84.00
0000064861	OVERDRIVE INC	BI-WEEKLY LIBRARY MATERIALS	17,794.34
0000064862	PBC GURU LLC	LIBRARY SPEAKERS CONSORTIUM ANNUAL MEMBERSHIP	8,700.00
0000064863	PLAYAWAY PRODUCTS LLC	LIBRARY MATERIALS	217.62
0000064864	UNIQUE MANAGEMENT SERVICES	MONTHLY NOTICE FEES AND MESSAGE BEE SERVICE	2,525.97
0000064865	A2Z INTERPRETING LLC	PROFESSIONAL SERVICES - ADMIN	363.80
0000064866	ABSCO Solutions	QUARTERLY ALARM MONITORING	865.66



Spokane County Library District
Board of Trustees Regular Meeting
August 18, 2026

PAYROLL VOUCHERS			
07102026 PP13	SPOKANE COUNTY LIBRARY DISTRICT	NET PAYROLL CHECKS FOR PAY PERIOD #13	\$ 281,481.86
07242026 PP14	SPOKANE COUNTY LIBRARY DISTRICT	NET PAYROLL CHECKS FOR PAY PERIOD #14	281,390.32
	Total Payroll General Operating Fund		\$ 562,872.18
	TOTAL GENERAL OPERATING FUND		\$ 1,489,877.48
CAPITAL PROJECTS FUND			
VOUCHER NUMBER	VENDOR NAME	DESCRIPTION	VOUCHER AMOUNT
✓ 0000009799	APEX MECHANICAL LLC	RENOVATION - DEER PARK	\$ 367,205.07
✓ 0000009800	JIMMY'S ROOFING	RENOVATION - MORAN PRAIRIE	7,078.50
✓ 0000009801	JOHNSON CONTROLS FIRE PROTECTION LP	RENOVATION - ARGONNE	3,311.71
✓ 0000009802	SUNBELT RENTALS INC	RENOVATION - DEER PARK	7,757.42
✓ 0000009803	APEX MECHANICAL LLC	RENOVATION - DEER PARK	69,881.18
✓ 0000009804	TESTCOMM LLC	RENOVATION - ARGONNE	2,271.00
✓ 0000009805	INTEGRUS ARCHITECTURE	RENOVATION - ARGONNE & DEER PARK	1,463.00
✓ 0000009806	SUNBELT RENTALS INC	RENOVATION - DEER PARK	7,216.92
	TOTAL CAPITAL PROJECT FUND		\$ 466,184.80
DEBT SERVICE FUND			
VOUCHER NUMBER	VENDOR NAME	DESCRIPTION	VOUCHER AMOUNT
			\$ -
	TOTAL DEBT SERVICE FUND		\$ -

June 2026 / July 2026
Paid in July 2026
64884

Card Category	Amount
General Purchases	\$ 6,357.55
Maintenance	\$ 3,988.61
Travel	\$ (142.50)
Acquisitions	\$ 765.09
Information Technology	\$ 402.79
Mobile Services	\$ 568.49
General Fund Purchases	\$ 11,940.03

Top Individual Charges

Costco	Snack Program	1,653.82
Home Depot	Building Maintenance	4,359.33

HVAC PROJECTS UPDATE

Argonne/Administration

The building reopened to customers and employees on June 6, 2026. The contractor is continuing with punch list items and making corrections to the system.

Construction update:

- The punch list of items is being completed, and inspections are scheduled.
- Testing and balancing was completed in July.

The HVAC system appears to be functioning as designed, and normal building operations are continuing.

Deer Park

Construction is scheduled to start June 8, 2026, with a substantial completion date of July 1, 2026. Due to continuing delays in supplies, the contract has been amended again to move substantial completion out to September 30, 2026. This further delay is due to supply chain issues that are beyond the contractor's control.

The District worked with the contractor on a method to provide alternative cooling for the building. The alternative cooling is up and running as of June 8, 2026, with construction start. The District confirmed that alternative cooling will remain available as long as needed. The goal is to keep the building open to customers and employees during construction with no heat-related closures. However, there will be limited access to various portions of the building as the contractor needs access. In addition, portions of the parking lot are being designated to support construction, reducing the available parking for customers and employees. The Deer Park Clinic (our neighbors to the west) have graciously agreed to allow our employees to park in the parking lot directly south of our property during construction.

Procurement Updates:

- The majority of equipment and controls have been installed.

Finance is working with Inland Power and Avista on energy rebates related to the project.

Medical Lake

The District was notified on July 15, 2026, that components of the HVAC system at the Medical Lake facility had failed. The District immediately engaged its maintenance provider, DIVCO, to investigate the issue and identify a solution. DIVCO obtained and installed replacement parts, restoring cooling to the building on a temporary basis. While the system was able to resume cooling operations as of July 17, 2026, the damage prevents the system from providing heat and is not repairable.

The District provided an update regarding the HVAC system status on July 17, 2026 to the City of Medical Lake, and subsequently confirmed that responsibility for repair or replacement of the system had been acknowledged by the building owner (City of Medical Lake). On July 27, 2026,

District employees were informed that contractors were onsite evaluating the system and developing proposals for repair or replacement.

Questions

Executive Director Patrick Roewe and Finance Director Jason Link will be available to answer questions regarding the update.

Recommended Action: This item is for information and discussion, with no final action required.

Levy Lid Lift Election

Election Results

As of the writing of this report (August 12, 2026), the most recent election results posted by Spokane County Elections regarding Spokane County Library District Proposition 1 in the August 4, 2026 election are as follows:

Date	Yes	No	Total	Difference	Yes %	No %
8/11/2026	42,717	37,937	80654	4780	52.96%	47.04%

These numbers are based on the ballot count as of August 11, 2026. As of this writing, the supplemental ballot returns for the six precincts in the City of Airway Heights have not been reported.

The election certification date for the August 4th election is August 18, 2026, the same date as the Board of Trustees meeting.

Staff will provide updated information at the meeting, including the final vote count if made available before the meeting.

Executive Director Patrick Roewe will be available to answer questions.

Recommended Action: This agenda item is for discussion, with no final action required.

FRIENDS OF THE LIBRARY POLICY**Background**

The Friends of the Library policy recognizes and endorses the Friends of the Library organizations as legally distinct entities that are not part of the Library District but exist to support and promote District programs and services.

Revisions are minor in nature and are primarily made for clarification. Revisions do not have an impact on the application of the policy.

Communication and Development Director Jane Baker and Executive Director Patrick Roewe will be available to answer questions on the policy.

Recommended Action: Board motion to approve revisions to the Friends of the Library policy.

S P O K A N E C O U N T Y L I B R A R Y D I S T R I C T

Policy Title	Friends of the Library		
Approval Date	July 20, 1988	Revision or Reaffirmation Date	January 21, 2020 <u>August 18, 2024</u>
Reaffirmation Date	August 20, 2024		
Purpose	Declares recognition of the Friends of the Library- (Friends) <u>groupvolunteers</u> as non-profit community organizations that support and promote the individual libraries that make up the Spokane County Library District (District).		

In the event of the amendment of any law, regulation, or ordinance incorporated into this policy or upon which this policy relies, the policy shall be deemed amended in conformance with those changes.

In cases where this policy conflicts with any local ordinance, state or federal law, the terms of that law, and its underlying rules or regulations shall prevail. In all other cases, Spokane County Library District policies and practices prevail.

The Board reserves the right to change and/or modify this policy at any time, as circumstances dictate and in accordance with applicable law.

Policy:

The District Board of Trustees recognizes and endorses the Friends' primary purpose to support the District's mission and the programs and services offered at District libraries.

The District will provide official recognition of each individual Friends organization based upon the following criteria:

1. Each individual Friends organization enters into and acts in accordance with a Memorandum of Understanding (MOU) with the District.
2. Each individual Friends grouporganization registers as a nonprofit corporation with the Washington Secretary of State and maintains that status in good standing.

Each individual Friends organization may have tax-exempt status from the Internal Revenue Service (IRS), and if so, maintain that status in good standing. The District assumes no responsibility or liability for the Friends compliance with IRS regulations, or their ability to maintain tax-exempt status.

The purpose and goals of the Friends are to promote interest in the District libraries; support and promote awareness of the District's mission, goals, services, and resources; foster public support for the development of the District and raise funds so it may continue to serve the needs and interests of the communities in the District's service area.

Friends meetings are attended by an assigned District liaison in accordance with the MOU.

The District encourages the Friends to sponsor programs and activities and raise funds ~~to~~for support library ~~support~~services. Specific activities, including purchases such as library materials, furniture, and equipment, must have prior approval or be done at the request of the District.

The District will support activities of the Friends in accordance with the MOU between the organizations. District staff members and/or Trustees shall not hold elected offices with the Friends to avoid conflict of interest.

The District will make a good faith effort to implement this policy in a fair and consistent manner.

The Executive Director will establish administrative procedures necessary to implement this policy.

S P O K A N E C O U N T Y L I B R A R Y D I S T R I C T

Policy Title	Friends of the Library		
Approval Date	July 20, 1988	Revision or Reaffirmation Date	August 18, 2026
Purpose	Declares recognition of the Friends of the Library (Friends) volunteers as non-profit community organizations that support and promote the individual libraries that make up the Spokane County Library District (District).		

In the event of the amendment of any law, regulation, or ordinance incorporated into this policy or upon which this policy relies, the policy shall be deemed amended in conformance with those changes.

In cases where this policy conflicts with any local ordinance, state or federal law, the terms of that law, and its underlying rules or regulations shall prevail. In all other cases, Spokane County Library District policies and practices prevail.

The Board reserves the right to change and/or modify this policy at any time, as circumstances dictate and in accordance with applicable law.

Policy:

The District Board of Trustees recognizes and endorses the Friends' primary purpose to support the District's mission and the programs and services offered at District libraries.

The District will provide official recognition of each individual Friends organization based upon the following criteria:

1. Each individual Friends organization enters into and acts in accordance with a Memorandum of Understanding (MOU) with the District.
2. Each individual Friends organization registers as a nonprofit corporation with the Washington Secretary of State and maintains that status in good standing.

Each individual Friends organization may have tax-exempt status from the Internal Revenue Service (IRS), and if so, maintain that status in good standing. The District assumes no responsibility or liability for the Friends compliance with IRS regulations, or their ability to maintain tax-exempt status.

The purpose and goals of the Friends are to promote interest in the District libraries; support and promote awareness of the District's mission, goals, services, and resources; foster public support for the development of the District and raise funds so it may continue to serve the needs and interests of the communities in the District's service area.

Friends meetings are attended by an assigned District liaison in accordance with the MOU.

The District encourages the Friends to sponsor programs and activities and raise funds to support library services. Specific activities, including purchases such as library materials, furniture, and equipment, must have prior approval or be done at the request of the District.

The District will support activities of the Friends in accordance with the MOU between the organizations. District staff members and/or Trustees shall not hold elected offices with the Friends to avoid conflict of interest.

The District will make a good faith effort to implement this policy in a fair and consistent manner.

The Executive Director will establish administrative procedures necessary to implement this policy.

Janitorial Maintenance Services Contract: Terminate Contract

Background

The district-wide janitorial maintenance services contract with ABM Industry Groups, LLC (ABM) was renewed on December 5, 2025, for the 2026 calendar year. This renewal represents the final extension period under the contract originally awarded in 2021 for calendar years 2022 through 2026.

During the year-to-date period ending July 31, 2026 the District documented the following service deficiencies and reported them to ABM:

- No service performed – 10 occurrences
- Partial service performed – 8 occurrences

ABM acknowledged the deficiencies but was unable to implement operational adjustments sufficient to prevent or significantly reduce recurrence. These deficiencies indicate a significant decline in the level of service provided. The current contract does not include provisions for cost recovery or require remediation of missed or incomplete services.

As a result, the District wishes to provide ABM with a thirty (30) day notice of termination and end the contract effective September 30, 2026.

Recommended Action: Motion to terminate the janitorial maintenance services contract with ABM Industry Groups, LLC and authorize the Executive Director to take all necessary actions to provide notice and implement the contract termination, effective September 30, 2026.

Janitorial Maintenance Services Contract: Award Contract

Background

It has been five years since the District solicited proposals for the district-wide janitorial maintenance services; thus, it is time to solicit proposals for these services again.

The janitorial maintenance services contract is for services provided to all District facilities.

The District's desired contract includes the following:

- Specific frequency of services and cleanliness standards as determined by the District.
- Pricing model is based on the number of hours performing services at a contracted rate per hour for each District facility.
- Contracted rate is prevailing wage plus an agreed upon mark-up percentage.
- Contracted rate changes will be based on changes to the prevailing wage rate.
- Contractual remedies are available to the District when services are not preformed and when cleanliness standards established by the District are not met.

The previous janitorial services contract did not clearly articulate the scope of janitorial services and cleanliness standards. In response the District has developed a scope of janitorial services to accurately reflect the desired services and cleanliness standards for all District facilities, which are greatly enhanced in comparison to the current services. Cleanliness standards include library building specific standards such as protection of collection materials. As a result, the District anticipates a higher dollar contract value will be received under this solicitation.

Bid Solicitation Process and Results

The District reviewed the Washington State Department of Enterprise Services (DES) cooperative purchasing contracts for janitorial services in Spokane County. The District determined the DES master contract for janitorial services No. 24723, was the most efficient contracting method and offered a reasonable range of mark-up percentages. The remaining term on the DES master contract for janitorial services No. 24723 is through March 11, 2029.

The DES master contract has three (3) service providers providing services in all the categories the District desires. Categories of services offered within the DES contract include:

- **Category 1: General Cleaning** - General cleaning services includes but is not limited to emptying trash and damp wipe containers; dusting chairs, sides of desks, top of filing cabinets, paneled walls, doors, ledges, and picture frames within easy reach; damp wiping desk tops, telephones, and desk fixtures; damp mopping floors; vacuuming upholstered furniture and draperies; washing vinyl furniture with cleaning solution; washing doors and other surfaces; spot washing painted walls; cleaning door glass and inside partition glass; and vacuuming and shampoo carpets.
- **Category 2: Floor Cleaning** - Floor Cleaning services are for any floor cleaning needs including but not limited to mopping floors, waxing floors, and vacuuming and shampoo carpets.

- **Category 3: Window Washing** - Window Washing is for washing all windows, including but not limited to external and internal window cleaning, pressurized cleaning to remove stubborn stains and marks and track cleaning.

The District requested bids/proposals from all three (3) service providers. Prospective Service Providers were given a deadline of August 3, 2026, to respond to the request for bid/quotes. The District met with two prospective service providers, provided a virtual walk-through of all District facilities, and answered any questions.

The District received bids/quotes from two prospective Service Providers that incorporated all contractual terms and conditions. The lowest bid/quote received was from SEALX LLC. The anticipated contract value included in the bid is approximately 32% higher than current pricing. The estimated annual total value for the janitorial maintenance services contract, using the 2026 prevailing wage rates and pricing methodology is \$458,615.76, compared to the current 2026 estimated contract value of \$346,838.80.

Compared with the District's 2021 janitorial solicitation, which relied primarily on general cleaning specifications, labor-hour commitments, reference checks, and price-based evaluation, the proposed procurement incorporates a substantially more detailed and structured contract framework using on current DES contract with detailed performance standards.

The revised solicitation establishes measurable performance standards through adoption of APPA (the Association of Educational Facilities Professionals) Level 2 cleanliness requirements, building-specific routine cleaning service schedules, periodic service schedules, manufacturer-approved maintenance procedures, documented inspection requirements, and formal quality-control expectations.

The proposed contract also significantly strengthens contract administration and risk management through detailed invoicing requirements, prevailing wage compliance certifications, public records and records retention provisions, contract document hierarchy, deficiency correction procedures, service-day compliance requirements, and emergency spill and biohazard response standards.

Overall, the revised procurement transitions the District from a largely task-based janitorial contract to a comprehensive performance-based services agreement that provides clearer expectations, stronger accountability measures, greater protection of District facilities and assets, and improved tools for monitoring contractor performance throughout the contract term. With the contract award approval, staff will negotiate Work Orders with SEALX LLC in accordance with the terms of the DES master contract and the scope of services and cleanliness standards established by the District.

Recommended Action: Motion to award the janitorial maintenance services contract to SEALX LLC for an initial term beginning October 1, 2026, and authorize the Executive Director to take all necessary actions to negotiate, execute, and administer all agreements, work orders, attachments,

amendments, and related documents necessary to implement janitorial maintenance services under Washington State Department of Enterprise Services Contract No. 24723.

Overview – Spokane Valley Library

Library Manager Danielle Milton and Librarians Dana Mannino, Diane Brown and Katy Pike will provide an overview of the Spokane Valley Library and how it serves the community.

Recommended Action: This item is for your information, with no formal action required.

FUTURE BOARD MEETING TENTATIVE AGENDA ITEMS: SEPTEMBER - OCTOBER 2026**August, 2026 – Special Meeting – TBD****September 15, 2026: Moran Prairie Library – 4pm**

- Levy Lid Lift Update: Discussion
- HVAC Updates: Discussion
- Gifts Policy: Approval Recommendation
- Naming & Recognition Policy: Approval Recommendation
- Public Art in District Facilities Policy: Approval Recommendation
- Overview: Overdue Fines Long Term Analysis
- Overview: Moran Prairie Library
- Overview: Fairfield Library
- Closed Session: Planning the strategy or position to be taken during collective bargaining (RCW 42.30.140(4)) (tentative)

October 20, 2026: Argonne Library – 4pm

- HVAC Updates: Discussion
- Overview: Interlocal Agreements
- 2027 Budget:
 - Public Hearing on Authorized Revenue Sources
 - 2027 Preliminary Budget Presentation
 - Organized Memberships: Approval Recommendation
 - Board Direction to staff
- Closed Session: Planning the strategy or position to be taken during collective bargaining (RCW 42.30.140(4)) (tentative)

Trustee July 2026 Reports

Trustees may provide a verbal report on any topic of their choosing, which will be recorded in the meeting minutes as per District practice.

July 2026 Directors Report

Finance – Jason Link

General Fund

The total general fund operating expenses before (54.37%) or after (56.25%) transfers remain aligned with the total projected budget expenditure of 58.30%. This status is the result of a normal combination of the District salaries and benefits being 3+% under budget while several of the remaining lines being over budget due to the timing of larger scale single expenditures.

Capital Project & Debt Service Funds

Total expenses are within budget. There were seven expenditures for the Argonne & Deer Park HVAC projects and one expenditure for the Moran Prairie roof replacement project for July from the Capital Project Fund. There were no expenditures from the Debt Service Fund.

Facilities Report

Facilities employees have completed routine maintenance projects at the District facilities in July.

The roof on Moran Prairie was identified as needing significant repairs and replacement. Repairs to prevent water from leaking into the building were completed in January. The District contracted with Jimmy's Roofing to overlay a new roof over the existing roof. The work was completed in March. The inspection by the Spokane County Building Department was completed in May. The inspection by the roofing manufacturer was completed in June. Final payment was made in July to close the project.

The District was contacted by Avista with the opportunity to install manual transfer switches at Moran Prairie and Otis Orchards. The switches will allow for an external generator to power the facility in the event of a power outage. As previously reported, Avista has agreed to provide most of the funding for these projects in exchange for a modification to the Community Resource Agreements. The District has completed the contracting phase of this with agreements planned with Avista, Power City Electric, and Integrus Architecture for the installation of these switches. Equipment has been ordered for these projects. The shipping dates for the equipment are delayed until middle of August. Work is anticipated to start in late August. Moran Prairie is scheduled for the week of August 24th. Otis Orchards is scheduled for the week of August 31st. Building closures are planned during construction.

The District is in the process of completing an evaluation of fire prevention and response within District facilities. This evaluation may result in repairs or alterations to planned responses in order to be in compliance with building codes. The District has worked with Integrus Architecture and Johnson Controls to determine solutions to the identified deficiencies. Major repair work will be completed at North Spokane, Spokane Valley and Service Center. Service Center was completed on July 20, 2026. North Spokane was completed on July 24, 2026. Both buildings were closed during the construction period as water was shut off to the building. Work for Spokane Valley is not scheduled yet.

Facilities is working on preparing the Clean Buildings Reports for Spokane Valley and Service Center. These reports are due to the Washington State Department of Commerce by July 1, 2027. The District plans to implement an organization-wide plan consistent with these requirements. The District has contracted with L&S Engineering to complete the audit and submission portion of these reports. L&S has completed their review of the documents and is preparing the signed documents for submission.

To provide a consistent experience for customers and employees, the District is applying the energy management and maintenance practices developed as part of the Clean Buildings reporting standards across all facilities, regardless of size.

The District is currently upgrading overhead lighting in all facilities by replacing existing incandescent and fluorescent fixtures with energy-efficient LED lighting. In July, Fairfield and North Spokane were completed. In August, Argonne is scheduled to be completed. Cheney is the only remaining facility to complete. A comprehensive review of all facilities will be completed to ensure all lighting has been converted to LED.

Human Resources – Toni Carnell

Employee updates:

New hires:

- N/A

Promotions:

- Public Services Technician to Public Services Associate

Transfers:

- Public Services Associate

Voluntary Demotions

- N/A

Separations:

- N/A

Communication & Development – Jane Baker

Communication

The Library District saw a higher than usual number of mentions in the media in July, mostly due to the levy's public information campaign and the ballot error in Airway Heights. However, it is notable that media coverage included other topics that showcased the positive impact that the library contributes to the community.

Media stories/mentions included summer classes at the library and, the ability to check out Discover Passes both in the *Inlander*, the District's participation in a back-to-school supply drive on *KXLY-TV*, Worksource sessions for job seekers in the *Journal of Business*, the library as a place to escape the smoke-filled air on *KXLY-TV*, and a feature story in the *Spokesman-Review* on libraries helping people digitize vintage and family photos and videos.

Development

July began with a light-hearted donation to the Library Foundation of Spokane County from a customer in honor of Taylor and Travis, referring to the wedding of Taylor Swift and Travis Kelce on July 3.

Otherwise, the month saw maintenance and update projects for the Library Foundation website, along with preparation for the third quarter meeting of the Foundation Directors scheduled for August.

Operations – Doug Stumbough

For the month of July, a total of 93,776 physical items were borrowed by customers in the libraries, up from 90,960 borrowed in same month last year. The total number of customers visiting our libraries this month was 71,392, up compared to 58,690 last year during the same month.

Positive Interaction Reports

There are many instances where District staff, services, and programs impact our customers in sometimes small but encouraging ways. Here are a few examples from this month:

"I was looking for cake recipes, and all the people (employees) here are so nice and cool. I really love it here the way it is" – Comment from a customer at Airway Heights

A grade school age girl set a dollar bill on the counter at Deer Park with no explanation while checking out with her mom. The mom was a little confused about what the child intended the dollar for and picked it back up while inquiring if the library took donations. The girl then put it back up and said she would like to donate it to the library.

A mom and her teenage daughter came into the North Spokane Library to get help with the SCLD app and Public Services Associate Hannah helped them put some books on hold. When Hannah stepped away to pull a book for them to check out today, the daughter leaned over to her mom and whispered, "I really like her!"

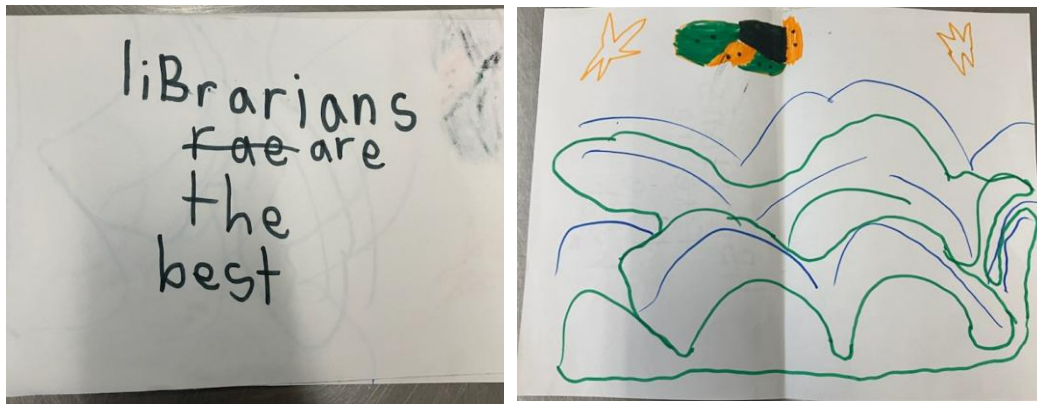
During the presentation to the Cheney Kiwanis by Librarian Crystal, an attendee said that he occasionally comes to the library to use the printer and copier, and since he's not "techie," he usually needs help from employees. He said every time he comes to the Cheney Library the library employees are always patient and helpful. He said that the library is a great use of his tax dollars.

A customer working with Public Services Associate Eliana at the Airway Heights Library wanted to let employees know that she has told all of her friends to come to the library, saying it is clean and the employees are always friendly and helpful.

This note was received in the mail from a grateful Cheney customer:

6-15-26
To all Librarians
in Cheney,
I just wanted
to thank all of
you for being so
kind and helpful.
I appreciate all
of you.
I definitely
will be voting
for Proposition 1
You all deserve
our community support.
With
many thanks
Hillary Blake Dale
DSB @ness

This note was discovered inside of an assumed lost item returned to Argonne:



Public Services Associate Heidi helped a patron locate the ballot drop boxes at Spokane Valley, and the customer expressed her thanks, gushing about the natural beauty of the south meadow and north landscaping. She appreciated all the gorgeous blooms and how "it's such an attractant to the honeybees and local birds". She also appreciated the friendly employee conversations in general.

Customer Connection Specialist Bear spoke with a customer at the North Spokane Library, asking her name, and then letting her know she needed to keep her shoes on in the library. She promptly complied. A few moments later, the customer approached Bear and said, "Just so you know, I was going to leave now anyway, but I wanted to stop and thank you for how you approached that conversation. I'm a communications major and it always impresses me when people enforce rules with kindness. Thank you."

A Spokane Valley family going through some difficult events expressed her gratitude for the *Let's Talk About Book Bags*. With the passing of a grandparent, the mom expressed how the picture books eased the discussion with the kids about "grammy's passing away and about grampy's memory loss."

Collection Services – Andrea Sharps**Top Checkouts and Holds**

This month we are focusing on **OverDrive (digital)** titles for all ages with the most checkouts occurring during the month and titles with the most holds placed during the month. We also included the **adult (physical)** titles with the top checkouts and holds for the month:

- Popular **OverDrive** titles July:
 - **Audiobook checkouts:**
 - *The Calamity Club* by Kathryn Stockett (274)
 - *I See You've Called in Dead* by John Kenney (220)
 - *Yesteryear: A Novel* by Caro Claire Burke (174)
 - **Ebook checkouts:**
 - *I See You've Called in Dead* by John Kenney (258)
 - *The Calamity Club* by Kathryn Stockett (220)
 - *Dungeon Crawler Carl* by Matt Dinniman (181)
 - **Audiobook holds** as of August 3:
 - *Theo of Golden: A Novel* by Allen Levi (712)
 - *Yesteryear: A Novel* by Caro Claire Burke (595)
 - *The Correspondent: A Novel* by Virginia Evans (105)
 - **Ebook holds** as of August 3:
 - *Yesteryear: A Novel* by Caro Claire Burke (416)
 - *Project Hail Mary* by Andy Weir (377)
 - *Theo of Golden: A Novel* by Allen Levi (365)
- Popular **Adult Physical Book** titles July:
 - Checkouts:
 - *One Two Three* by Laurie Frankel (92)
 - *Theo of Golden: A Novel* by Allen Levi (64)
 - *Yesteryear: A Novel* by Caro Claire Burke (54)
 - Holds:
 - *The Calamity Club* by Kathryn Stockett (88)
 - *Theo of Golden: A Novel* by Allen Levi (84)
 - *Yesteryear: A Novel* by Caro Claire Burke (61)

OverDrive's Libby Reads Global Program

The title selected for OverDrive's Libby Reads Global program was *I See You've Called in Dead* by John Kenney. This adult fiction title was available for unlimited simultaneous use in the ebook and audiobook formats from July 9 – 23 at no cost to the District. OverDrive's Libby Reads Global is a two-week digital book club that connects readers and listeners around the world with the same title at the same time with no waitlists or holds in the Libby app. Program participants must be District residents. *I See You've Called in Dead* was the District's most checked out ebook in July with 258 checkouts recorded and was the District's second most checked out audiobook in July with 220 checkouts recorded.

COLLECTION MONTHLY REPORT JULY 2026

	Select Transaction Count		
Physical Collection	YTD 2026	YTD 2025	CHANGE
Items Processed	33,309	31,917	4%
Interlibrary Loan Total	3,637	4,067	-11%
Overdrive			
Total Checkouts	700,143	660,937	6%
Total Holds	265,189	243,386	9%
hoopla			
Total Checkouts	46,432	47,392	-2%
	Total Items in Collection		
Material Type	YTD 2026	YTD 2025	CHANGE
Print	301,728	300,047	1%
Nonprint	61,885	64,002	-3%
Overdrive	313,048	284,120	10%
Grand Total	676,661	648,169	4%

NOTES: PRINT = Books and Periodicals

NONPRINT = DVDs, CDs, Books on CD, and other media

OVERDRIVE = Downloadable eBooks and Audiobooks

Executive Director – Patrick Roewe

Cheney Rodeo Days Parade

The District's Book Cart Drill Team participated in the Cheney Rodeo Days Parade on July 11th. I had the privilege of helping to carry the banner. Kudos to our Drill Team, which always receives positive attention at these events.

Deer Park Settlers Day Parade

The District's participated in the Deer Park Settlers Day Parade on July 25th. I again had the privilege of helping to carry the banner while employees handed out District-branded stickers and color-changing pencils to the kids along the parade route.

Levy Election Information Presentations

In July, staff hosted eight Levy Election Open Houses at the Cheney, Fairfield, Medical Lake, Moran Prairie, Deer Park, North Spokane, and Spokane Valley libraries, as well as on LINC at its Rockford visit. Thank you to Trustees Patti Stauffer and Bob Paull for helping to staff the tables and interact with customers. While attendance overall was modest, the majority of comments we received were positive.

Library Manager Danielle Milton and I presented factual information about the levy in a presentation at a candidate forum organized by the Green Bluff Grange.

Community Engagement Activities

Communication and Development Director Jane Baker, Community Engagement Manager Aileen Luppert, and Administrative Services Manager Emily Greene, and I attended the 2026 State of the City – a Spokane Valley event put on by the Spokane Valley Chamber. The Spokane Valley Library and the Picnic in the Park: Celebrating America's 250th! event (presented in collaboration with the City and the Sons and Daughters of the American Revolution) were featured in the City's presentation.

Spokane Complex Fires

Our hearts go out to everyone impacted by the devastating fires in Spokane County and surrounding communities. We deeply appreciate the efforts of the first responders who have worked tirelessly and at great risk to protect our community.

The District has taken several actions in response to these devastating fires:

- 1.) **North Spokane Library is Open:** We initiated an emergency closure of North Spokane Library on Saturday August 1, 2026 in the afternoon due to the wildfires. Though the facility ended up remaining outside of the actual evacuation zones, that was by no means a certainty during the dynamic early hours of the fire. We determined that closing the facility was the right choice, both for the physical safety of employees and customers, and to do our part to minimize traffic amidst the evacuations in the area. No other District libraries were impacted.

North Spokane Library was for open normal hours on Sunday, August 02, 2026 as the evacuation zones stabilized overnight and the library remained outside of the zones. Prior to reopening, I traveled up to North Spokane on Sunday morning to get a sense of the area, and found activities outside of the evacuation zones to be relatively normal. Customers expressed appreciation to be able to access the library and use the Wi-Fi amidst the surrounding turmoil.

- 2.) **Fines and Fees Waived:** Much like we did for the Gray Fire and the Upriver Fire, the District is waiving the cost of any library materials destroyed or lost due to the Spokane Complex Fires. Proof is not needed – customers are just asked to report the loss of the materials and the items can be removed from their account. If items thought lost are returned later, they will be added back to the collection.
- 3.) **Lost Ballot Support:** In collaboration with Spokane County Elections, voters displaced by the fires could come to District libraries to print replacement ballots for the August 4, 2026 Primary Election. Given the impact of the fires and the proximity of election day, the District was more than willing to assist in this emergency situation. Several libraries—North Spokane in particular—assisted many customers in printing replacement ballots after having lost access to them due to the fires and evacuation zones.
- 4.) **Employee Impact:** The District had several employees who reside in the evacuation zones and experienced displacement due to the fires. As of this writing, no employee has suffered the loss of their home, though the extent of damage remains unknown. We've asked

employees to let leadership know of any impacts they are experiencing, and plan to leverage what resources we can as both the District and as fellow human beings to support them as our colleagues.

- 5.) **Community Support:** The District collated a list of resources for customers who reach out to the library for information on where to seek assistance, and published a version of the list of our website. Our social media platforms have also been very active in spreading the word on the myriad of resources coming together to support the community. In collaboration with 2nd Harvest, the District launched a food drive in support of those impacted by the fires. Special thanks to the employees who are supporting these efforts.

We hope that recovery efforts go well for our employees, customers, family, and friends directly impacted by the fire and evacuations.

Operations Report July 2026

Doug Stumbough and Kristy Bateman

Across the District

July was a quieter month for adult programming, as staff focused on the youth *Summer Reading Program*. 195 people attended 19 programs. Another prospective *Excel High School* student enrolled in the program; we currently have seven students enrolled, with two of them on track to earn their diplomas by the Fall. The Digital Projects team continues to focus on the new SCLD website.

The month had 2,556 attendees at 86 storytimes across the libraries. **Mobile Services** visited an additional five childcare centers, providing eight storytimes for 79 children and caregivers. **Mobile Services** also did three *Storytimes in Park*, with an attendance of 47. **Cheney's Toddler Storytime** has consistently grown over the summer and had a high of 48 attendees with lots of new kids enjoying their time.

We had 40 youth *Summer Reading Programs* this month with a total of 1,040 attendees. Programs included *Paw Patrol*, *Dinosaur Discovery Fun*, *Sand Art*, *Dogman Supa' Adventures*, *I Survived*, *Escape Room with a Twist*, *Prehistoric Creatures*, *Intro to Watercolors*, *Cookie Decorating*, and *Bedazzled Books*. We offered 31 *Lego Free Play* activities for families and had an attendance of 124.

At the end of July 2,854 registered readers read 1.42 million minutes thus far in our *Summer Reading Program*. We have given 1,403 free books (Sponsored by the Library Foundation of Spokane County) to Spokane County youth. Youth have earned and redeemed 298 USL Soccer match coupons and 291 County Fair tickets.

110 elementary school students between 2nd and 5th grade participated in *Camp Read-a-Rama* at **Spokane Valley**. 59 customers participated in special workshops at the Lab and STCU Studio spaces, including *Coding*, *Stereoscopes* and *Video Bootcamp*. Another 18 people participated in the *3D printing Animal Tracks* stamps for families. Customers checked out 110 passes (representing a total savings of **\$9,233.50**) and 42 items from the Library of Things.

Mobile Services participated in the Cheney Rodeo Parade and the Deer Park Settlers Day Parade this month. Several people told us that they "Love the Library" and were excited to see us in the parades. The District Book Cart Drill Team also participated in the Cheney Rodeo Parade.

Library Highlights

July brought a lot of children and their families to our libraries to participate in the wide range of *Summer Reading Programs*.

At **Deer Park** teens and tweens had a fun time designing a book or journal cover during the *Bedazzled Books: Diamond Art Covers* program. The group was creative and thoughtful in their creations. **Argonne** had 11 tweens for the *Cookie Decorating* program; they had lots of fun and made some good-looking cookies!

Argonne had a turnout of 16 people for the *Dog Man Supa' Adventures: Activities & Crafts*. The kids really liked making cardboard robots at "Petey's Secret Lab" and doing the scavenger hunt. At **Medical Lake**, the *Summer Reading Program* has drawn new faces into the library this past month. *Dinosaur Discovery Fun*, *Cookie Decorating*, and *I Survived* were all popular programs. Seeing the kids' faces when their mini volcanoes erupted during the *Survived* program was especially fun. **North Spokane** had 47 children and caregivers turn out for *I SURVIVED: The Invasion of the Library, 2026*, a program featuring activities inspired by the popular *I SURVIVED* series of historical fiction. **Otis Orchards** had 21 participants for *Dinosaur Discovery Fun* and a full room of 32 participants for *Dog Man Supa' Adventures: Activities & Crafts*.

At **Medical Lake** Librarian Christie set up weekly library visits with local daycare provider Cela's. The Medical Lake Parks & Rec summer camp also visits the library every week for quiet reading time. **Argonne** staff continue to register families for *Summer Reading*. PSA Wyatt shared a cute interaction he had: "A sweet little girl told me thank you for the book then asked if she could keep it and I told her you can keep it forever and her eyes lit up." **Moran Prairie** installed two new picnic tables on the back patio, courtesy of the Friends of the Moran Prairie Library. These tables have already begun seeing use by library customers, especially those looking to access Wi-Fi while enjoying our green space.

Sauerkraut Made Simple was a popular program at **Fairfield**, drawing in nine participants who are now eager to make their own sauerkraut. **Spokane Valley** has seen steady attendance at both drop-in hours in the library for WorkSource and Homeless Outreach.

July 2026 Fiscal Report

Spokane County Library District
Summary of Revenues & Expenses - (Cash Basis)
For the Seven Months Ended July 31, 2026

			Target 58.3%	
	Y-T-D Actual	Annual Budget	Percent Used	Balance Remaining
REVENUES				
PROPERTY TAXES	\$ 10,583,940	\$ 18,800,000	56.30%	\$ 8,216,060
CONTRACT CITIES - SPOKANE	55,388	113,000	49.02%	57,612
FINES & FEES	28,325	42,000	67.44%	13,675
GRANTS & DONATIONS	59,170	73,000	81.05%	13,830
E-RATE REIMBURSEMENTS	145,170	278,000	52.22%	132,830
LEASEHOLD & TIMBER TAX, REBATES, OTH	33,631	33,000	101.91%	(631)
INTEREST REVENUES	210,079	190,000	110.57%	(20,079)
TOTAL REVENUES	\$ 11,115,702	\$ 19,529,000	56.92%	\$ 8,413,298
TRANSFERS IN	-	-	0.00%	-
TOTAL REVENUES & TRANSFERS IN	\$ 11,115,702	\$ 19,529,000	56.92%	\$ 8,413,298
EXPENSES				
SALARIES	\$ 5,183,284	\$ 9,313,000	55.66%	\$ 4,129,716
FRINGE BENEFITS	1,616,387	3,308,000	48.86%	1,691,613
SUPPLIES	142,513	215,000	66.29%	72,487
UTILITIES	330,494	625,000	52.88%	294,506
SERVICES	999,838	1,961,000	50.99%	961,162
INSURANCE	112,376	114,000	98.58%	1,624
CAPITAL EQUIPMENT	168,046	330,000	50.92%	161,954
LIBRARY MATERIALS	1,351,429	2,283,000	59.20%	931,571
ELECTRONIC LIBRARY MATERIALS	193,070	300,000	64.36%	106,930
LIBRARY PROGRAMS	81,112	185,000	43.84%	103,888
DEBT SERVICE	252,740	255,000	99.11%	2,260
OPERATING CONTINGENCY	0	298,000	0.00%	298,000
TOTAL EXPENSES	\$ 10,431,289	\$ 19,187,000	54.37%	\$ 8,755,711
TRANSFERS OUT	983,000	1,105,000	88.96%	122,000
TOTAL EXPENSES & TRANSFERS OUT	\$ 11,414,289	\$ 20,292,000	56.25%	\$ 8,877,711
Net Excess of Revenues Over/(Under) Expenses	\$ (298,587)	\$ (763,000)		
BEGINNING CASH	10,537,901			
NET FROM ABOVE	(298,587)			
ENDING CASH	\$ 10,239,314			

Number of months cash on hand

6.4

**Spokane County Library District
Summary of Revenues & Expenses CIP - (Cash Basis)
For the Seven Months Ended July 31, 2026**

			Target 58.3%	
	Y-T-D Actual	Annual Budget		
			Percent Used	Balance Remaining
REVENUES				
GRANTS & DONATIONS	\$ -	\$ 100,000	0.00%	\$ 100,000
INTEREST REVENUES	89,976	100,000	89.98%	10,024
TOTAL REVENUES	\$ 89,976	\$ 200,000	44.99%	\$ 110,024
TRANSFERS IN	-	0	0.00%	-
TOTAL REVENUES & TRANSFERS IN	\$ 89,976	\$ 200,000	44.99%	\$ 110,024
EXPENSES				
SERVICES	\$ 702	\$ -	0.00%	\$ (702)
CAPITAL - FFE	-	-	0.00%	-
CAPITAL - CONSTRUCTION	1,870,819	2,300,000	81.34%	429,181
TOTAL EXPENSES	\$ 1,871,521	\$ 2,300,000	81.37%	\$ 428,479
TRANSFERS OUT	-	-	0.00%	-
TOTAL EXPENSES & TRANSFERS OUT	\$ 1,871,521	\$ 2,300,000	81.37%	\$ 428,479
Net Excess of Revenues Over/(Under) Expenses	\$ (1,781,545)	\$ (2,100,000)		
BEGINNING CASH	4,804,613			
NET FROM ABOVE	(1,781,545)			
ENDING CASH	\$ 3,023,068			

**Spokane County Library District
Summary of Revenues & Expenses Debt - (Cash Basis)
For the Seven Months Ended July 31, 2026**

			Target 58.3%	
	Y-T-D Actual	Annual Budget	Percent Used	Balance Remaining
REVENUES				
INTEREST REVENUES	\$ 636	\$ -	0.00%	\$ (636)
TOTAL REVENUES	\$ 636	\$ -	0.00%	\$ (636)
TRANSFERS IN	983,000	1,105,000	88.96%	122,000
TOTAL REVENUES & TRANSFERS IN	\$ 983,636	\$ 1,105,000	89.02%	\$ 121,364
EXPENSES				
SERVICES	\$ 5	\$ -	0.00%	\$ (5)
DEBT - PRINCIPAL	840,000	840,000	100.00%	-
DEBT - INTEREST	143,000	265,000	53.96%	122,000
TOTAL EXPENSES	\$ 983,005	\$ 1,105,000	88.96%	\$ 121,995
TRANSFERS OUT	-	-	0.00%	-
TOTAL EXPENSES & TRANSFERS OUT	\$ 983,005	\$ 1,105,000	88.96%	\$ 121,995
Net Excess of Revenues Over/(Under) Expenses	\$ 631	\$ -		
BEGINNING CASH	92			
NET FROM ABOVE	631			
ENDING CASH	\$ 723			

Number of months cash on hand

**Planning the strategy or position to be taken during the course
of collective bargaining (RCW 42.30.140(4))**

The Board of Trustees will go into closed session for planning the strategy or position to be taken during the course of collective bargaining in accordance with (RCW 42.30.140(4)).