



SNO-ISLE LIBRARIES BOARD OF TRUSTEES

BOARD OF TRUSTEES

Jennifer DePrey, *President* • Michael Adams, *Vice President* • Griselda Guevara-Cruz, *Secretary* • Kay Crull • Jessica Fleming • Ryan May • Rose Olson

EXECUTIVE DIRECTOR

Eric Howard

January 26, 2026, 5:30 p.m.

Sno-Isle Libraries Service Center

7312 35th Ave NE

Marysville, WA 98271

Webinar Link: [Join the meeting now](#)

Meeting Agenda

1) Call to Order

2) Land Acknowledgement

3) Roll Call

4) *Approval of Agenda

5) Executive Director's Report

- a) Executive Director's report [Attachment 1](#)

6) *Consent Agenda Items

- a) Approval of the November 24, 2025 regular meeting minutes
- b) Approval of the January 8, 2026 regular meeting minutes
- c) Approval of the November 2025 payroll, benefits, and vouchers
- d) Approval of the December 2026 payroll, benefits, and vouchers

7) Public Comment

8) New Business

- a) 2026 Board of Trustees Calendar – Executive Director Eric Howard [Attachments 2-3](#)

9) Finance Report

- a) November and December Financial Reports – Finance Director Janella Lewis [Attachments 4-5](#)

10) Committee and Trustees' Reports

- a) President's Report / Executive Committee – President DePrey
 - i) Committee appointments
- b) Sno-Isle Libraries Foundation – Trustee Crull

11) *Adjournment

*Denotes Board of Trustees action item.

To request accommodation for an event, email accessibility@sno-isle.org or visit sno-isle.org.



Executive Director

BOARD REPORT

January 26, 2025

Eric Howard
Executive Director

2025: Year in Review – “In the Books”

2025 was a landmark year for Sno-Isle Libraries, reflecting strong community usage of library services and spaces across Snohomish and Island counties. Our Library District continues to fulfill our mission to engage and inspire communities through equitable access to knowledge and resources.

Sno-Isle Libraries had impressive usage and community interaction throughout the year. There were 2.6+ million visits to community libraries and 10.6+ million checkouts of books and materials, demonstrating robust customer engagement and relevance.

The Library District remains committed to our capital framework, and reopening the remodeled Langley Library before an enthusiastic crowd remains a top achievement in 2025. Additionally, Sno-Isle Libraries continues our work supporting early literacy and reading development, as demonstrated through Tale with Tails programs, Third Graders Read Together, and Summer Reading. Library programs like Sno-Isle Reads Together brought communities together in shared reading experiences, with “Accordion Eulogies” selected as the 2025 title.

The Sno-Isle Libraries Foundation advanced philanthropic support for library programs. For example, *Third-Graders Read Together* and summer literacy initiatives ensured thousands of students connected with reading and community-based literacy activities.

We have a rich and evolving collection that meets diverse customer interests, from bestsellers to graphic novels and digital content, supporting reading, research, and entertainment across age groups.

2025 was a year of strong community partnership, service vitality, and meaningful impact. The Library District closed the year in a strong operational position, with careful budget management and alignment of resources to community needs. The Board’s adoption of the 2026 operating budget of \$80.9M reflects strategic continuity in services and preparation for future planning work.

Strategic Planning Process

In 2026, the Library District will embark on a comprehensive strategic planning process to engage customers, staff, and partners in articulating priorities for the next 3–5 years. This collaborative effort will guide program investments, service innovations, and equity-centered decision-making across Snohomish and Island counties.



Key planning components will include:

- Community and staff listening sessions and surveys, including our March 21st Early Learning Conference, April 30th SILCON staff development conference, June 13th Board and Friends Forum, and more targeted engagement.
- An updated demographics report and new tools for measuring success.
- Vision and mission refinement that reinforces equitable access and lifelong learning

Capital Projects & Spaces

Sno-Isle Libraries continues investing in inspiring, accessible, and sustainable facilities that reflect community needs and future growth. Capital focus in 2026 includes:

- Progress on major renovation and expansion projects (e.g., Arlington, and Mariner libraries).
- Opening the new Lake Stevens Library.
- Continued modernization of children's and teen spaces.
- Evaluation of facility needs to support blended service models, technology access, and inclusive community programming.

Capital planning partnerships with external funders will remain crucial to realizing these enhancements.

Levy Lid Lift Exploration

Thoughtful financial planning in 2026 includes exploratory work toward a potential levy lid lift, offering voters an opportunity to extend and enhance the library services supported by the current levy. This work responds to the community's strong usage indicators and the eight-year horizon since the last lid lift in 2018.

Preparatory activities will include:

- Community education and engagement on the value of library services and levy funding.
- Data and demographic analysis to align levy proposals with equitable service outcomes.
- Board guidance on timing and scope of potential measures.

As Sno-Isle Libraries enters 2026, we will carry forward the momentum of the past year into strategic planning, deepened early literacy focus, thoughtful investment in capital infrastructure, and careful consideration of long-term funding strategies.

Together with our Board, staff, volunteers, and community partners, Sno-Isle Libraries will continue to ensure that everyone in our diverse community remains connected to their library.



Upcoming Highlights

Lastly, we have many excellent programs coming up. Please check out the entire calendar of events [here](#). Additionally, here's a small sampling:

North

Lakewood/Smokey Pt.: [Mural Presentation and Workshop](#) - 2/6 (Adults, Teens)

Please join us in unveiling the new mural at the library! One of the teaching artists on this project will provide a workshop about the mural creation process. There will be an opportunity to add a small contribution to the mural.

South

Edmonds: [Wintergrass Music Festival Warm Up](#) – 2/1 (Adults, Family)

Join us for a music event offering bluegrass, jazz, rock, classical and Irish music, with a performance by the Briarfinch band, followed by a quick jam session and other activities lead by the musicians.

East

Monroe: [All Over The Map: Stories Behind the Names of Washington Places and Things with Feliks Banel](#) – 2/21 (Adults, Teens)

In this Humanities Washington talk, get the big picture of how names were given to geographic places in Washington, as well as to iconic local brands, and how those names can reflect deeper, and sometimes challenging, meanings. Explore how names often evolve to better connect us to place and to our neighbors.

West

Oak Harbor: [How Do I...Find Housing?](#) - 2/9 (Adults, Teens)

Join experts from the Opportunity Council to learn the basics of finding housing, decoding a lease, budgeting for rent and utilities, and knowing your rights as a renter.

The "How Do I..." program series is an engaging and hands-on introduction to the basic life skills that will carry you through adulthood and beyond!

Online

[Pasta Basics with King Arthur Baking School](#) – 2/11 (Adults)

In this 90-minute class, we'll use the traditional well-method to create fresh egg pasta dough. Then we'll roll and cut it into fettucine and finish with a quick and delicious fresh herb browned butter sauce. While a pasta machine is useful, we'll also show you how to roll and cut pasta by hand.





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November 24, 2025

Meeting Minutes

Sno-Isle Libraries Service Center

Call to Order

President Olson called the meeting to order at 5:30 p.m., followed by a land acknowledgment.

Attendees

Members present: Rose Olson, Michael Adams, Jennifer DePrey, Kay Crull, Griselda Guevara-Cruz, Susan Kostick, and Paul Ryan.

President Olson confirmed quorum.

Approval of Agenda

Trustee DePrey moved the Sno-Isle Libraries Board of Trustees approve the agenda as presented. The motion passed.

Executive Director Report

Executive Director Eric Howard thanked Human Resources Director Barb Adams for her contributions to the Library District and wished her well in retirement. Executive Director Howard discussed plans for the 2026 in-service day, SILCON, and provided clarifying information regarding a Stanwood Library Friends of the Library event and a promotional video created by the Sno-Isle Libraries Marketing team.

Consent Agenda

- a) Approval of the September 15, 2025 regular meeting minutes
- b) Approval of the September 2025 payroll, benefits, and vouchers
- c) Approval of the October 18, 2025 special meeting minutes
- d) Approval of the October 27, 2025 regular meeting minutes
- e) Approval of the October 2025 payroll, benefits, and vouchers

Trustee Ryan moved the Sno-Isle Libraries Board of Trustees approve the Consent Agenda as presented. President Olson noted that the consent agenda from the October 27, 2025 regular meeting was not formally adopted during the meeting, so those items were added to the November 24, 2025 regular meeting consent agenda. The motion passed.

Public Comment

There were no public comments to the Board.





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Unfinished Business

Resolution 25-06: Adoption of the Sno-Isle Intercounty Rural Library District's 2026 Operating Budget

Trustee DePrey moved the Sno-Isle Libraries Board of Trustees adopt Resolution 25-06: a resolution of the Board of Trustees of Sno-Isle Intercounty Rural Library District on the subject of the Library District's 2026 operating budget. Finance Director Janella Lewis reviewed updates to the budget proposal from the previous version presented at the October 27, 2025 regular meeting. The Board engaged in conversation about starting cash and increases in rental costs. The motion passed.

Proposed 2026 Board of Trustees Regular Meeting Schedule

Trustee Crull moved the Sno-Isle Libraries Board of Trustees adopt the 2026 regular meeting schedule as presented. Executive Howard reviewed the 2026 regular meeting schedule that was previously presented at the October 27, 2025 regular meeting. The motion passed.

New Business

Election of 2026 Officers

Trustee Adams joined the meeting.

Trustee Kostick presented the following list of officers for 2026:

- Jennifer DePrey – President
- Michael Adams – Vice President
- Griselda Guevara-Cruz – Secretary

Trustee Kostick called for additional nominations from the floor. With no additional nominations, the list of officers for 2026 was declared elected by acclamation.

Finance Report

Financial Update

Finance Director Lewis presented the October 2025 financial report.

Committee and Trustees' Reports

President's Report

President Olson thanked Trustee Crull for participating in the interviews for a new Human Resources Director. President Olson also acknowledged that this was the last meeting for Trustees Ryan and Kostick and thanked them for their impactful service to Sno-Isle Libraries and their commitment to their work on the Board.





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Sno-Isle Libraries Foundation Liaison Report

Trustee Ryan reported on the Foundation's previous meeting:

- The introduction of new Philanthropy Officer Kerry Dirk.
- The adoption of the Foundation's 2026 budget.
- The adoption of the Foundation's new strategic plan for 2026-2028.
- Gratitude for Jeanne Thorsen's leadership on the Foundation Board.

Executive Session

President Olson announced that the Board would now meet in executive session to discuss the performance of a public employee as allowed by RCW 42.30.110(1)(g). The Board will be in executive session until 6:25 p.m. The Board would be expected to take further action following the executive session.

At 6:25 p.m., President Olson announced that the executive session would be extended for 15 minutes to conclude at 6:40 p.m.

At 6:40 p.m., President Olson announced that the executive session would be extended for 20 minutes to conclude at 7:00 p.m.

At 7:00 p.m., President Olson announced that the executive session would be extended for 10 minutes to conclude at 7:10 p.m.

At 7:13 p.m., the President Olson reconvened the regular meeting.

Trustee Adams left the meeting.

Executive Director Contract

Trustee Ryan moved that the Sno-Isle Libraries Board of Trustees authorize President Olson to negotiate an updated employment contract with the Executive Director. The motion passed.

Adjournment

Trustee Kostick moved to adjourn the November 24, 2025 regular meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Olson adjourned the meeting at 7:14 p.m.

President

Secretary





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January 8, 2026

Special Meeting Minutes
Sno-Isle Libraries Service Center

Call to Order

President DePrey called the meeting to order at 12:04 p.m., followed by a land acknowledgment.

Attendees

Members present via videoconference: Jennifer DePrey, Kay Crull, Griselda Guevara-Cruz, Jessica Fleming, Ryan May, and Rose Olson

President DePrey confirmed quorum.

Staff present: David Durante, Eric Howard, Meredith Kraft, Jason Latham, Janella Lewis, and Shanda Zimmerman

Approval of Agenda

Trustee Olson moved the Sno-Isle Libraries Board of Trustees approve the agenda as presented. The motion passed.

New Business

2025 Joint Levy Certification for 2026 Taxes

Trustee Crull moved the Sno-Isle Libraries Board of Trustees certify the 2025 joint levy rate for 2026 taxes at \$0.3039084203 per thousand dollars of assessed value and direct staff to send the certification results to the Snohomish and Island County Assessors' Offices. Finance Director Lewis provided information about the joint levy rate certification process. The motion passed.

Adjournment

Trustee Fleming moved to adjourn the January 8, 2026 special meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President DePrey adjourned the meeting at 12:10 p.m.

President

Secretary



Sno-Isle Libraries
November 2025 Payroll and November 2025 Vouchers

Direct Deposits, Employee Deductions	\$ 2,834,737.88
Vendor Checks 88319, 88327, 88385, 88498 through 88506, plus Electronic Transfers	\$ 932,326.85
Total Payroll and Benefits	<u>\$ 3,767,064.73</u>
 Accounts Payable Checks 88229 through 88506 less checks listed above, plus Electronic Transfers	 \$ 1,995,551.60
Total Payroll, Benefits and Accounts Payable	<u><u>\$ 5,762,616.33</u></u> *

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 herein, 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 a just, due and unpaid obligation against the Sno-Isle Regional Library System, and that I am authorized to authenticate and certify said claim.
Submitted to the Sno-Isle Libraries Board of Trustees January 6, 2026.



12/31/2025

Finance Director

* Actual checks written do not reflect adjustments.
See page two for adjustments.

Sno-Isle Libraries
November 2025 Payroll and November 2025 Vouchers
Reconciliation of Actual Expenditures to Expenditure Summary

November 2025 Payroll

Employee Pay - Direct Deposit	\$ 2,041,085.62	
Plus: Employee Deductions	\$ 793,652.26	
Sub-Total Gross Payroll		\$ 2,834,737.88
Vendor Checks 88319, 88327, 88385, 88498 through 88506, plus Electronic Transfers	\$ 239,365.10 *	
Employer Workers' Comp Insurance Premium	\$ 34,105.53	
Electronic Funds Transfer- Employer Federal Taxes	\$ 229,708.40	
Electronic Funds Transfer - Canopy Wellbeing	\$ 2,318.30	
Electronic Funds Transfer - Empower - 457 Plan	\$ 4,022.22	
Electronic Funds Transfer - Mission Square - 457 Plan	\$ 59,296.75	
Electronic Funds Transfer - PERS - Retirement Plan	\$ 291,694.78	
Electronic Funds Transfer - Navia - FSA	\$ 13,447.43	
Electronic Funds Transfer - Navia - HRA/MRA	\$ 7,870.50	
Electronic Funds Transfer - Premera - Medical	\$ 338,366.14	
Electronic Funds Transfer - Support Registry	\$ 2,761.95	
Less: Employee Benefit Deductions	\$ (290,630.25)	
Sub-Total Benefits - Employer Expense		\$ 932,326.85
Total Payroll and Benefits		\$ 3,767,064.73

November 2025 Accounts Payable

Checks 88229 through 88506 less checks listed above, plus Electronic Transfers	\$ 1,993,471.24 **	
Electronic Funds Transfer - WA State Department of Revenue - Comp Tax	\$ 2,080.36	
Sub-Total Accounts Payable		\$ 1,995,551.60
Total Payroll, Benefits and Accounts Payable		\$ 5,762,616.33

Adjustments

Refunds and Credits	\$ 858.17	
Bank Service Charge	\$ 902.06	
Travel & Business Expense Reimbursement paid in Payroll	\$ 8,539.74	
Total Adjustments		\$ 10,299.97

November 2025 Total Expenditures **\$ 5,772,916.30 *****

* Benefit invoices paid through Accounts Payable Checks \$ 239,365.10

** Regular invoices paid through Accounts Payable Checks \$ 1,993,471.24

Total Accounts Payable Check Payments \$ 2,232,836.34

*** Equals Expenditure Summary Total

Vouchers November 2025

Date	Check Number	Payee	Check Amount
11/5/2025	86693	D'ANGELO-GARY, CHERYL A. (void, reissue check #88251)	-\$185.00
11/25/2025	87159	BAKER & TAYLOR BOOKS (277930) (void, reissue check #88459)	-2,925.11
11/6/2025	88229	4IMPRINT INC	426.61
11/6/2025	88230	AIR CARE SYSTEM	895.88
11/6/2025	88231	ALI, PETER	400.00
11/6/2025	88232	ALLIED UNIVERSAL	16,355.35
11/6/2025	88233	AMAZON CAPITAL SERVICES, INC	1,754.69
11/6/2025	88234	ARRAYSCAPE GAMING, INC.	300.00
11/6/2025	88235	AT&T MOBILITY (6463)	43.23
11/6/2025	88236	AUNT FLOW CORP.	1,368.00
11/6/2025	88237	BAKER & TAYLOR BOOKS (277930)	292.74
11/6/2025	88238	BATS NORTHWEST	150.00
11/6/2025	88239	BEACON PUBLISHING INC	637.50
11/6/2025	88240	WHIDBEY NUTRITION	225.00
11/6/2025	88241	BLACKSTONE PUBLISHING	201.20
11/6/2025	88242	BRIGGS, KARA	147.60
11/6/2025	88243	BRODART (SUPPLIES)	3,102.76
11/6/2025	88244	CAMANO PREPAREDNESS GROUP	100.00
11/6/2025	88245	CASCADE NATURAL GAS	150.18
11/6/2025	88246	CDW GOVERNMENT INC	210.02
11/6/2025	88247	CITY OF GRANITE FALLS	136.21
11/6/2025	88248	COMCAST BUSINESS	693.26
11/6/2025	88249	CONSTANCY PRESS LLC	225.00
11/6/2025	88250	CRYSTAL SPRINGS	87.34
11/6/2025	88251	D'ANGELO-GARY, CHERYL A.	185.00
11/6/2025	88252	DAYFORCE US, INC.	10,615.63
11/6/2025	88253	DEL SOL INC	84,553.41
11/6/2025	88254	FABER CONSTRUCTION CORPORATION	381,256.98
11/6/2025	88255	GALE/CENGAGE LEARNING	984.74
11/6/2025	88256	HARLAN, SARA	375.00
11/6/2025	88257	HILLIS CLARK MARTIN & PETERSON	894.15
11/6/2025	88258	HOLADAY-PARKS, INC	962.88
11/6/2025	88259	INGRAM LIBRARY SERVICES	58,180.55
11/6/2025	88260	INTERNATIONAL E-Z UP, INC.	255.08
11/6/2025	88261	JIMMY'S ROOFING	1,406.50
11/6/2025	88262	KANOPY	8,378.00
11/6/2025	88263	KIM, YOUNG OK	500.00
11/6/2025	88264	KINGSMEN PAINTING LLC	23,392.00
11/6/2025	88265	LAMAR TRANSIT, LLC	2,940.00
11/6/2025	88266	LOIS ANN LANDGREBE	400.00
11/6/2025	88267	LITHTEX NW	194.44
11/6/2025	88268	LODESTAR MARKETING GROUP	3,818.50
11/6/2025	88269	SEVEN STAR WOMEN'S KUNG FU, INC	350.00
11/6/2025	88270	MIDWEST LIBRARY SERVICE	697.84
11/6/2025	88271	MIDWEST TAPE	28,079.66
11/6/2025	88272	MILL CREEK VIEW	290.00
11/6/2025	88273	MILLER, TRACY L	125.00
11/6/2025	88274	MY NEIGHBORHOOD NEWS NETWORK	425.00

**Vouchers
November 2025**

Date	Check Number	Payee	Check Amount
11/6/2025	88275	NORTHWEST PUBLISHING INC.	400.00
11/6/2025	88276	OFFICE DEPOT, INC	2,397.49
11/6/2025	88277-88282	REMIT OVERRUN	0.00
11/6/2025	88283	OVERDRIVE INC	132,540.61
11/6/2025	88284	PACIFIC OFFICE AUTOMATION INC	42,146.65
11/6/2025	88285	PACIFIC PUBLISHING CO INC	301.25
11/6/2025	88286	PAPER ROLL PRODUCTS	411.46
11/6/2025	88287	PENWORTHY	1,926.51
11/6/2025	88288	PIYALI BISWAS DE	44.10
11/6/2025	88289	PUGET SOUND ENERGY	457.31
11/6/2025	88290	PUD NO 1 OF SNOHOMISH COUNTY	1,177.47
11/6/2025	88291	SORIANO, RAY	550.00
11/6/2025	88292	REPTILE LADY LLC	562.70
11/6/2025	88293	RICOH USA INC - 31001	2,426.89
11/6/2025	88294	RIVERA, SHARON NICOLE	1,000.00
11/6/2025	88295	ROOS, CHELSEY	1,000.00
11/6/2025	88296	ROSEMARY & THYME LLC	300.00
11/6/2025	88297	SALISH NETWORKS	1,214.31
11/6/2025	88298	SE HABLA MEDIA	3,950.38
11/6/2025	88299	SENTRUM MARKETING, LLC	243.50
11/6/2025	88300	SHARPS COMPLIANCE INC	543.80
11/6/2025	88301	SILVER KITE COMMUNITY ARTS CONSULTING, LLC	375.00
11/6/2025	88302	SILVER KITE COMMUNITY ARTS CONSULTING, LLC	375.00
11/6/2025	88303	SILVER KITE COMMUNITY ARTS CONSULTING, LLC	400.00
11/6/2025	88304	SISAK, AUDRA	150.00
11/6/2025	88305	SNO CNTY DEPT OF CONSERVATION AND NATURAL RESOURCES	200.00
11/6/2025	88306	SNOHOMISH CO FINANCE	20.00
11/6/2025	88307	SNO-ISLE GENEALOGICAL SOCIETY	50.00
11/6/2025	88308	SPRAGUE PEST SOLUTIONS	834.71
11/6/2025	88309	STERICYCLE, INC.	123.96
11/6/2025	88310	SZEKELY, SHARON	100.00
11/6/2025	88311	TIMELESS DESIGN	26,453.84
11/6/2025	88312	T MOBILE	31,150.15
11/6/2025	88313	T MOBILE	132.33
11/6/2025	88314	TODAY'S BUSINESS SOLUTIONS, INC.	532.00
11/6/2025	88315	TSAI FONG BOOKS INC	564.45
11/6/2025	88316	VECA ELECTRIC & TECHNOLOGIES, LLC	7,690.58
11/6/2025	88317	WALTER E NELSON CO OF WESTERN WA	6,720.11
11/6/2025	88318	WASTE MANAGEMENT	3,823.40
11/6/2025	88319	WELLABLE LLC	360.00
11/6/2025	88320	WEX	73.31
11/6/2025	88321	ZIPLY FIBER	1,357.12
11/6/2025	88322	MICHELLE CALLIHAN	3,429.30
11/12/2025	88323	8X8 INC	8,009.18
11/12/2025	88324	AINSWORTH, INC.	1,187.01
11/12/2025	88325	REMIT OVERRUN	0.00
11/12/2025	88326	AMAZON CAPITAL SERVICES, INC	4,982.92
11/12/2025	88327	BEACON HILL SOLUTIONS GROUP, LLC	4,400.00

Vouchers November 2025

Date	Check Number	Payee	Check Amount
11/12/2025	88328	BELIEF AGENCY	12,000.00
11/12/2025	88329	AMANDA BECERRA DBA BIG RHED BARN LLC	75.00
11/12/2025	88330	BLACKSTONE PUBLISHING	95.88
11/12/2025	88331	BRODART (SUPPLIES)	4,793.55
11/12/2025	88332	CEDAR GROVE ORGANICS RECYCLING LLC	273.45
11/12/2025	88333	CITY OF SULTAN	211.79
11/12/2025	88334	CLINTON WATER DIST	136.18
11/12/2025	88335	CORTES, MARCO	1,000.00
11/12/2025	88336	DEPT OF LABOR & IND (BOILER)	101.40
11/12/2025	88337	EVERETT RUBBER STAMP WORKS	33.71
11/12/2025	88338	FATBEAM, LLC	1,499.00
11/12/2025	88339	THE HANOVER INSURANCE GROUP	15,074.53
11/12/2025	88340	HIRERIGHT, LLC	38.48
11/12/2025	88341	HOLADAY-PARKS, INC	710.45
11/12/2025	88342	IN-ACCORD, INC.	5,796.79
11/12/2025	88343	INGRAM LIBRARY SERVICES	21,443.01
11/12/2025	88344	INTERNATIONAL E-Z UP, INC.	1,811.93
11/12/2025	88345	INTERSECTION MEDIA, LLC	3,764.70
11/12/2025	88346	JOHNSTON ARCHITECTS, LLC	360.00
11/12/2025	88347	LEMAY MOBILE SHREDDING	248.17
11/12/2025	88348	MIDWEST LIBRARY SERVICE	911.01
11/12/2025	88349	MIDWEST TAPE	393.17
11/12/2025	88350	MSR DESIGN	30,526.48
11/12/2025	88351	OCLC INC (34299)	244.64
11/12/2025	88352	OFFICE DEPOT, INC	2,120.55
11/12/2025	88353	PRIMAL TREE SERVICE	3,318.00
11/12/2025	88354	PUGET SOUND ENERGY	1,185.07
11/12/2025	88355	PUD NO 1 OF SNOHOMISH COUNTY	134.35
11/12/2025	88356	PUGET SOUND MOBILE DETAIL	937.40
11/12/2025	88357	RICOH USA INC - 650073	1,331.01
11/12/2025	88358	NORTH SOUND MEDIA	800.00
11/12/2025	88359	SHAMARIN, ALEKSANDR	300.00
11/12/2025	88360	SHAMARIN, ALEKSANDR	300.00
11/12/2025	88361	SHARPS COMPLIANCE INC	2,771.91
11/12/2025	88362	SILVER LAKE WATER & SEWER	156.59
11/12/2025	88363	SKAGIT PUBLISHING	418.30
11/12/2025	88364	SKEWES, JANET S	50.00
11/12/2025	88365	SMARSH, INC	182.58
11/12/2025	88366	SOUND PUBLISHING	1,050.00
11/12/2025	88367	SPRAGUE PEST SOLUTIONS	129.30
11/12/2025	88368	STERLING VOLUNTEERS	136.00
11/12/2025	88369	TANDY LEATHER COMPANY LP	300.00
11/12/2025	88370	TULALIP RESORT CASINO	24,539.94
11/12/2025	88371	VERIZON BUSINESS (660794)	6,274.78
11/12/2025	88372	VERIZON COMMUNICATIONS INC	330.79
11/12/2025	88373	WALTER E NELSON CO OF WESTERN WA	4,186.99
11/12/2025	88374	WAVE BUSINESS	456.99
11/12/2025	88375	WHIDBEY TELECOM	803.50

Vouchers November 2025

Date	Check Number	Payee	Check Amount
11/12/2025	88376	WLA	10,000.00
11/12/2025	88377	DAWN KAESTNER	171.07
11/20/2025	88378	AIR CARE SYSTEM	14,611.64
11/20/2025	88379	ALDERWOOD WATER DISTRICT	196.88
11/20/2025	88380	ALLIED UNIVERSAL	15,550.01
11/20/2025	88381	REMIT OVERRUN	0.00
11/20/2025	88382	AMAZON CAPITAL SERVICES, INC	3,178.45
11/20/2025	88383	APEX FACILITY RESOURCES, INC.	991.46
11/20/2025	88384	BASCH, KATHLEEN	200.00
11/20/2025	88385	BEACON HILL SOLUTIONS GROUP, LLC	2,200.00
11/20/2025	88386	BLACKSTONE PUBLISHING	506.26
11/20/2025	88387	KEITH BOWERS	325.00
11/20/2025	88388	BRODART (SUPPLIES)	1,699.76
11/20/2025	88389	BUILDINGWORK, LLC	30,211.37
11/20/2025	88390	CENTER POINT LARGE PRINT	774.90
11/20/2025	88391	CITY OF ARLINGTON	236.65
11/20/2025	88392	CITY OF LANGLEY	1,130.59
11/20/2025	88393	CITY OF LYNNWOOD	2,365.32
11/20/2025	88394	CITY OF MONROE	2,545.47
11/20/2025	88395	DAIDA	5,297.40
11/20/2025	88396	DEEP ROOTED MUSIC, LLC - ERIC ODE	490.00
11/20/2025	88397	DEMCO INC (8048)	1,327.61
11/20/2025	88398	EBSCO	48,849.18
11/20/2025	88399	GALE/CENGAGE LEARNING	2,993.75
11/20/2025	88400	JOAN HELEN GREEN	150.00
11/20/2025	88401	GROW WITH PLAY CORPORATION	328.15
11/20/2025	88402	HB SPRAGUE, LLC	1,604.46
11/20/2025	88403	HILLIS CLARK MARTIN & PETERSON	4,477.95
11/20/2025	88404	IN-ACCORD, INC.	4,026.33
11/20/2025	88405	INGRAM LIBRARY SERVICES	13,896.31
11/20/2025	88406	ISLAND DISPOSAL INC	290.40
11/20/2025	88407	KKMO EL REY 1360 AM	4,135.00
11/20/2025	88408	JONATHAN KLASSEN	5,000.00
11/20/2025	88409	KODO KIDS	4,464.90
11/20/2025	88410	KRAZAN & ASSOCIATES OF WASHINGTON, INC.	518.64
11/20/2025	88411	LAKESHORE LEARNING MATERIALS, LLC	29.84
11/20/2025	88412	MIDWEST LIBRARY SERVICE	155.17
11/20/2025	88413	MIDWEST TAPE	36,330.98
11/20/2025	88414	MONDAY.COM LTD	50,862.53
11/20/2025	88415	MSR DESIGN	23,697.85
11/20/2025	88416-88420	REMIT OVERRUN	0.00
11/20/2025	88421	OVERDRIVE INC	137,077.76
11/20/2025	88422	PACIFIC OFFICE AUTOMATION INC	14,333.04
11/20/2025	88423	PAWSWITHCAUSE	275.00
11/20/2025	88424	PENWORTHY	593.17
11/20/2025	88425	PEREZ, CLAUDIO TALAVERA	75.00
11/20/2025	88426	PEREZ, CLAUDIO TALAVERA	75.00
11/20/2025	88427	PEREZ, CLAUDIO TALAVERA	75.00

**Vouchers
November 2025**

Date	Check Number	Payee	Check Amount
11/20/2025	88428	PEREZ, CLAUDIO TALAVERA	75.00
11/20/2025	88429	PEREZ, CLAUDIO TALAVERA	75.00
11/20/2025	88430	PEREZ, CLAUDIO TALAVERA	75.00
11/20/2025	88431	PETROCARD SYSTEMS INC	2,530.15
11/20/2025	88432	PLATT ELECTRIC SUPPLY	477.51
11/20/2025	88433	PUGET SOUND ENERGY	2,991.85
11/20/2025	88434	PUD NO 1 OF SNOHOMISH COUNTY	2,658.25
11/20/2025	88435	REPUBLIC SERVICES 197	1,203.59
11/20/2025	88436	CONTESSA RIVAIL	300.00
11/20/2025	88437	RODDY, MARY	200.00
11/20/2025	88438	SCHOOX LLC	29,666.47
11/20/2025	88439	SEATTLE UNIVERSAL MATH MUSEUM	350.00
11/20/2025	88440	SENTRUM MARKETING, LLC	762.70
11/20/2025	88441	SILVER KITE COMMUNITY ARTS CONSULTING, LLC	450.00
11/20/2025	88442	SNO-ISLE REFUND ACCOUNT	221.41
11/20/2025	88443	SOLARWINDS	485.05
11/20/2025	88444	SPRAGUE PEST SOLUTIONS	193.27
11/20/2025	88445	SPRINGSHARE LLC	21,735.00
11/20/2025	88446	STILLY SNOHOMISH FISHERIES ENHANCEMENT TASK FORCE	75.00
11/20/2025	88447	TSAI FONG BOOKS INC	3,756.30
11/20/2025	88448	ULINE	371.89
11/20/2025	88449	VECA ELECTRIC & TECHNOLOGIES, LLC	6,882.99
11/20/2025	88450	WCP SOLUTIONS	657.87
11/20/2025	88451	WILLAMETTE UNIVERSITY LIBRARY	34.99
11/20/2025	88452	WASHINGTON STATE FERRIES	865.50
11/20/2025	88453	SUSAN HEMPSTEAD	1,413.65
11/20/2025	88454	JUSTINE EASLEY	1,296.37
11/26/2025	88455	AIR CARE SYSTEM	681.88
11/26/2025	88456	ALLIED UNIVERSAL	13,074.01
11/26/2025	88457	REMIT OVERRUN	0.00
11/26/2025	88458	AMAZON CAPITAL SERVICES, INC	3,388.71
11/26/2025	88459	BAKER & TAYLOR BOOKS (277930)	2,925.11
11/26/2025	88460	BERRY SIGN SYSTEMS	1,306.11
11/26/2025	88461	CAMANO COMMONS	1,250.00
11/26/2025	88462	CARAHSOFT TECHNOLOGY CORPORATION	2,911.25
11/26/2025	88463	CITY OF EDMONDS	30,842.55
11/26/2025	88464	COMCAST BUSINESS	693.26
11/26/2025	88465	DAILY JOURNAL OF COMMERCE	82.35
11/26/2025	88466	DAYFORCE US, INC.	10,501.11
11/26/2025	88467	ID LABEL, INC	3,478.66
11/26/2025	88468	LAKE SHORE LEARNING MATERIALS, LLC	65.44
11/26/2025	88469	MARYSVILLE BARKER REAL ESTATE LLC	6,633.57
11/26/2025	88470-88471	REMIT OVERRUN	0.00
11/26/2025	88472	OFFICE DEPOT, INC	5,736.84
11/26/2025	88473-88480	REMIT OVERRUN	0.00
11/26/2025	88481	OVERDRIVE INC	199,839.80
11/26/2025	88482	PAPER ROLL PRODUCTS	684.95
11/26/2025	88483	PETROCARD SYSTEMS INC	2,133.28

Vouchers

November 2025

Date	Check Number	Payee	Check Amount
11/26/2025	88484	PRIME SELF STORAGE	814.00
11/26/2025	88485	PUD NO 1 OF SNOHOMISH COUNTY	12,379.25
11/26/2025	88486	RICOH USA INC - 31001	425.15
11/26/2025	88487	RIVERA, SHARON NICOLE	200.00
11/26/2025	88488	SMOKEY POINT PLACE IV, LLC	12,472.53
11/26/2025	88489	SPRAGUE PEST SOLUTIONS	513.84
11/26/2025	88490	SPRINGSHARE LLC	1,414.59
11/26/2025	88491	STERICYCLE, INC.	617.32
11/26/2025	88492	TROJAN STORAGE OF MARYSVILLE	420.00
11/26/2025	88493	TULALIP RESORT CASINO	5,639.03
11/26/2025	88494	WALTER E NELSON CO OF WESTERN WA	7,082.22
11/26/2025	88495	WEX	38.30
11/26/2025	88496	DAE WON LLC	8,240.21
11/26/2025	88497	ZIPLY FIBER	20,948.14
11/28/2025	88498	ASSURED PARTNERS OF WA, LLC	6,207.84
11/28/2025	88499	DELTA DENTAL OF WASHINGTON	34,317.29
11/28/2025	88500	WSCCCE, AFSCME, AFL-CIO - COUNCIL 2	13,968.32
11/28/2025	88501	KAISER FOUNDATION HEALTH PLAN INC.	105,439.89
11/28/2025	88502	LIFEWISE ASSURANCE CO.	45,321.39
11/28/2025	88503	MUTUAL OF OMAHA	5,972.48
11/28/2025	88504	NAVIA BENEFIT SOLUTIONS CLIENT PAY	2,212.30
11/28/2025	88505	PREMERA BLUE CROSS	9,322.59
11/28/2025	88506	SNO-ISLE LIBRARY FOUNDATION	467.00
11/6/2025	11062025_01	ESKILLZ CORP	9,000.00
11/28/2025	TRANSF_11282025_01	BANK OF AMERICA (2175)	647.66
11/28/2025	TRANSF_11282025_02	BANK OF AMERICA (2945)	847.23
11/28/2025	TRANSF_11282025_03	BANK OF AMERICA (3670)	2,831.44
11/28/2025	TRANSF_11282025_04	BANK OF AMERICA (3736)	748.04
11/28/2025	TRANSF_11282025_05	BANK OF AMERICA (5088)	5,955.64
11/28/2025	TRANSF_11282025_06	BANK OF AMERICA (5659)	973.00
11/28/2025	TRANSF_11282025_07	BANK OF AMERICA (5953)	759.48
11/28/2025	TRANSF_11282025_08	BANK OF AMERICA (6169)	141.03
11/28/2025	TRANSF_11282025_09	BANK OF AMERICA (6967)	8,896.85
11/28/2025	TRANSF_11282025_10	BANK OF AMERICA (7067)	1,570.50
11/28/2025	TRANSF_11282025_11	BANK OF AMERICA (7150)	3,837.30
11/28/2025	TRANSF_11282025_12	BANK OF AMERICA (7423)	2,203.23
11/28/2025	TRANSF_11282025_13	BANK OF AMERICA (7672)	733.33
			\$ 2,232,836.34

The following voucher/warrants/electronic payments are approved for payment:


Operating Fund	Total
Voucher (Warrant)	
Numbers: 88229 through 88506 (less check numbers below)	\$ 1,963,326.51
Payroll Warrant	
Numbers: 88319, 88327, 88385, 88498 through 88506 plus direct deposit and EFT	\$ 3,767,064.73
Electronic Payments	
Dates: 11/01/2025 through 11/30/2025	\$ 42,525.06

Sno-Isle Libraries
December 2025 Payroll and December 2025 Vouchers

Direct Deposits, Employee Deductions	\$ 2,825,132.81
Vendor Checks 88512, 88584, 88594, 88737, 88782 through 88790, 88796, 88803 plus Electronic Transfers	<u>\$ 856,985.07</u>
Total Payroll and Benefits	\$ 3,682,117.88
 Checks 88507 through 88898, less checks listed above, plus Electronic Transfers	 <u>\$ 3,991,356.71</u>
Total Payroll, Benefits and Accounts Payable	<u><u>\$ 7,673,474.59</u></u> *

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 herein, 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 a just, due and unpaid obligation against the Sno-Isle Regional Library System, and that I am authorized to authenticate and certify said claim.

Submitted to the Sno-Isle Libraries Board of Trustees January 26, 2026.

 1/16/2026

Finance Director

* Actual checks written do not reflect adjustments.
See page two for adjustments.

Sno-Isle Libraries
December 2025 Payroll and December 2025 Vouchers
Reconciliation of Actual Expenditures to Expenditure Summary

December 2025 Payroll

Employee Pay - Direct Deposit	\$	2,023,100.07	
Plus: Employee Deductions	\$	802,032.74	
Sub-Total Gross Payroll			\$ 2,825,132.81
Vendor Checks 88512, 88584, 88594, 88737, 88782 through 88790, 88796, 88803 plus Electronic Transfers	\$	316,649.34 *	
Employer Workers' Comp Insurance Premium	\$	23,722.59	
Electronic Funds Transfer- Employer Federal Taxes	\$	226,020.53	
Electronic Funds Transfer - Canopy Wellbeing	\$	2,328.00	
Electronic Funds Transfer - Empower - 457 Plan	\$	4,022.14	
Electronic Funds Transfer - Mission Square - 457 Plan	\$	66,570.79	
Electronic Funds Transfer - PERS - Retirement Plan	\$	290,698.04	
Electronic Funds Transfer - Navia - FSA	\$	13,247.25	
Electronic Funds Transfer - Navia - HRA/MRA	\$	16,649.95	
Electronic Funds Transfer - Premera - Medical	\$	279,245.16	
Electronic Funds Transfer - Support Registry	\$	1,592.85	
Less: Employee Benefit Deductions	\$	(383,761.57)	
Sub-Total Benefits - Employer Expense			\$ 856,985.07
Total Payroll and Benefits			\$ 3,682,117.88

December 2025 Accounts Payable

Checks 88507 through 88898, less checks listed above, plus Electronic Transfers	\$	3,989,944.64 **	
Electronic Funds Transfer - WA State Department of Revenue - Comp Tax	\$	1,412.07	
Sub-Total Accounts Payable			\$ 3,991,356.71
Total Payroll, Benefits and Accounts Payable			\$ 7,673,474.59

Adjustments

Overage/Shortage/NSF Checks	\$	(281.94)	
Refunds and Credits	\$	(37.09)	
Retainage Deposits	\$	1,875.00	
Petty Cash Expense	\$	1.20	
Expense Realized in January	\$	(1,229.44)	
Bank Service Charge	\$	826.42	
Travel & Business Expense Reimbursement paid in Payroll	\$	8,804.40	
Total Adjustments			\$ 9,958.55
December 2025 Total Expenditures			\$ 7,683,433.14 ***

* Benefit invoices paid through Accounts Payable Checks	\$	316,649.34	
** Regular invoices paid through Accounts Payable Checks	\$	3,989,944.64	
Total Accounts Payable Check Payments	\$	4,306,593.98	

*** Equals Expenditure Summary Total

Vouchers December 2025

Date	Check Number	Payee	Check Amount
12/2/2025	88481	OVERDRIVE INC (void, invoice correction)	-\$199,839.80
12/23/2025	88414	MONDAY.COM LTD (lost check affidavit, reissued ACH25002)	-50,862.53
12/31/2025	88605	CORDOVA-JENSEN, CYNTHIA (void, program cancelled)	-200.00
12/31/2025	88618	INGRAM LIBRARY SERVICES (void, reissue ACH25006)	-39,378.44
12/31/2025	88405	INGRAM LIBRARY SERVICES (void, reissue ACH25007)	-13,896.31
12/4/2025	88507	AIR CARE SYSTEM	2,048.76
12/4/2025	88508	AMERICAN LIBRARY ASSOCIATION	1,000.00
12/4/2025	88509	REMIT OVERRUN	0.00
12/4/2025	88510	AMAZON CAPITAL SERVICES, INC	4,424.74
12/4/2025	88511	AT&T MOBILITY (6463)	43.23
12/4/2025	88512	BEACON HILL SOLUTIONS GROUP, LLC	2,200.00
12/4/2025	88513	BEACON PUBLISHING INC	637.50
12/4/2025	88514	BELIEF AGENCY	15,000.00
12/4/2025	88515	BLACKSTONE PUBLISHING	548.94
12/4/2025	88516	BRODART (SUPPLIES)	981.78
12/4/2025	88517	CASCADE NATURAL GAS	231.33
12/4/2025	88518	CASEY, MARIA	600.00
12/4/2025	88519	CDW GOVERNMENT INC	111.87
12/4/2025	88520	CITY OF MARYSVILLE	1,701.28
12/4/2025	88521	CORTES, MARCO	800.00
12/4/2025	88522	COSCO FIRE PROTECTION, INC.	2,466.23
12/4/2025	88523	CRYSTAL SPRINGS	106.44
12/4/2025	88524	DEL SOL INC	88,512.41
12/4/2025	88525	DEMCO INC (8048)	19,242.30
12/4/2025	88526	EBI, KEVIN	200.00
12/4/2025	88527	EDMONDS COLLEGE	1,440.00
12/4/2025	88528	FATBEAM, LLC	1,499.00
12/4/2025	88529	CMRS-FP	20,000.00
12/4/2025	88530	GALE/CENGAGE LEARNING	1,571.23
12/4/2025	88531	GLASS FIX, LLC	564.50
12/4/2025	88532	GROW WITH PLAY CORPORATION	5,467.28
12/4/2025	88533	GUARDIAN SECURITY	4,487.35
12/4/2025	88534	HOUSING AUTHORITY OF THE CITY OF EVERETT	31,819.78
12/4/2025	88535	IMAGICORPS INC.	3,543.72
12/4/2025	88536	REMIT OVERRUN	0.00
12/4/2025	88537	INGRAM LIBRARY SERVICES	57,326.35
12/4/2025	88538	IRON MOUNTAIN INCORPORATED	2,831.23
12/4/2025	88539	JANWAY COMPANY	2,864.00
12/4/2025	88540	JIMMY'S ROOFING	1,600.88
12/4/2025	88541	J. J. KELLER & ASSOCIATES, INC.	1,375.73
12/4/2025	88542	KANOPY	9,139.00
12/4/2025	88543	LAMAR TRANSIT, LLC	2,940.00
12/4/2025	88544	LEMAY MOBILE SHREDDING	167.44
12/4/2025	88545	MIDWEST LIBRARY SERVICE	436.80
12/4/2025	88546	MIDWEST TAPE	19,582.25

Vouchers December 2025

Date	Check Number	Payee	Check Amount
12/4/2025		88547 MY NEIGHBORHOOD NEWS NETWORK	257.80
12/4/2025		88548 OFFICE DEPOT, INC	926.85
12/4/2025	88549-88554	REMIT OVERRUN	0.00
12/4/2025		88555 OVERDRIVE INC	138,218.83
12/4/2025		88556 PACIFIC OFFICE AUTOMATION INC	4,588.05
12/4/2025		88557 PACIFIC PUBLISHING CO INC	301.25
12/4/2025		88558 PHILLIPS, RACHEL, DBA PLANTING MARIGOLDS	800.00
12/4/2025		88559 PUGET SOUND ENERGY	2,652.32
12/4/2025		88560 PUD NO 1 OF SNOHOMISH COUNTY	1,213.14
12/4/2025		88561 RICOH USA INC - 31001	272.82
12/4/2025		88562 RIVERA, SHARON NICOLE	270.00
12/4/2025		88563 ROMANO, CRAIG	277.00
12/4/2025		88564 NORTH SOUND MEDIA	800.00
12/4/2025		88565 SALISH NETWORKS	1,214.31
12/4/2025		88566 SE HABLA MEDIA	3,950.38
12/4/2025		88567 SENTRUM MARKETING, LLC	2,103.50
12/4/2025		88568 SILVER KITE COMMUNITY ARTS CONSULTING, LLC	437.60
12/4/2025		88569 SNO-ISLE REFUND ACCOUNT	316.72
12/4/2025		88570 SPRAGUE PEST SOLUTIONS	321.87
12/4/2025		88571 STERICYCLE, INC.	248.02
12/4/2025		88572 TIMELESS DESIGN	23,501.96
12/4/2025		88573 T MOBILE	31,141.60
12/4/2025		88574 T MOBILE	132.33
12/4/2025		88575 TOWN OF COUPEVILLE	824.50
12/4/2025		88576 TSAI FONG BOOKS INC	746.08
12/4/2025		88577 ULINE	1,847.22
12/4/2025		88578 VECA ELECTRIC & TECHNOLOGIES, LLC	2,270.60
12/4/2025		88579 VERIZON COMMUNICATIONS INC	330.79
12/4/2025		88580 WALLACE, PAX	450.00
12/4/2025		88581 WALTER E NELSON CO OF WESTERN WA	114.33
12/4/2025		88582 WASTE MANAGEMENT	3,264.16
12/4/2025		88583 WAVE BUSINESS	456.99
12/4/2025		88584 WELLABLE LLC	358.00
12/4/2025		88585 WHIDBEY TELECOM	791.10
12/4/2025		88586 ABBY BORMANN	758.24
12/4/2025		88587 GREG OLTHOFF	41.30
12/11/2025		88588 AIR CARE SYSTEM	5,971.83
12/11/2025		88589 ALLIED UNIVERSAL	14,333.43
12/11/2025		88590 ART OF THE PIE LLC	500.00
12/11/2025		88591 ARTS FOR HEARTS, INC.	400.00
12/11/2025		88592 BACKSTAGE LIBRARY WORKS, INC	712.50
12/11/2025		88593 BALLYHOO MEDIA SERVICES, LLC	14,850.00
12/11/2025		88594 BEACON HILL SOLUTIONS GROUP, LLC	1,760.00
12/11/2025		88595 BLACKSTONE PUBLISHING	1,160.67
12/11/2025		88596 BLUESPACE INTERIORS	6,863.99

Vouchers December 2025

Date	Check Number	Payee	Check Amount
12/11/2025	88597	CASEY, MARIA	475.00
12/11/2025	88598	CEDAR GROVE ORGANICS RECYCLING LLC	303.60
12/11/2025	88599	CITY OF ARLINGTON	244.95
12/11/2025	88600	CITY OF GRANITE FALLS	136.21
12/11/2025	88601	CITY OF MONROE	1,036.20
12/11/2025	88602	CITY OF SNOHOMISH - UTILITIES	3,849.94
12/11/2025	88603	CITY OF SULTAN	211.79
12/11/2025	88604	CLINTON COMMUNITY HALL	680.00
12/11/2025	88605	CORDOVA-JENSEN, CYNTHIA	200.00
12/11/2025	88606	E - RATE EXPERTISE INC	5,897.00
12/11/2025	88607	MONICA FINNEY	400.00
12/11/2025	88608	GALE/CENGAGE LEARNING	2,210.00
12/11/2025	88609	GOVERNMENT FINANCE OFFICERS ASSOCIATION	500.00
12/11/2025	88610	GRAPHICSLAND, INC.	1,783.06
12/11/2025	88611	JOAN HELEN GREEN	150.00
12/11/2025	88612	THE HANOVER INSURANCE GROUP	15,074.53
12/11/2025	88613	HEARING, SPEECH, AND DEAF CENTER	677.00
12/11/2025	88614	HIRERIGHT, LLC	258.27
12/11/2025	88615	IMAGINE CHILDREN'S MUSEUM	267.72
12/11/2025	88616	IN-ACCORD, INC.	48,437.50
12/11/2025	88617	REMIT OVERRUN	0.00
12/11/2025	88618	INGRAM LIBRARY SERVICES	39,378.44
12/11/2025	88619	INSIGHT PUBLIC SECTOR INC.	8,994.85
12/11/2025	88620	INTERSECTION MEDIA, LLC	2,823.53
12/11/2025	88621	ISLAND DISPOSAL INC	208.33
12/11/2025	88622	JER HR GROUP LLC	40,000.00
12/11/2025	88623	JOHNSTON ARCHITECTS, LLC	3,016.47
12/11/2025	88624	KENDALL OF MARYSVILLE	398.25
12/11/2025	88625	JOSEPH A LACEY	600.00
12/11/2025	88626	LANGUAGE TESTING INTERNATIONAL INC.	98.00
12/11/2025	88627	MIDWEST TAPE	16,170.36
12/11/2025	88628	MUKILTEO WATER & WASTE DISTRICT	4,781.41
12/11/2025	88629	NATIONAL BUSINESS RESEARCH INSTITUTE	9,270.00
12/11/2025	88630	OCLC INC (34299)	187.86
12/11/2025	88631	ONLINE LABELS, LLC	201.50
12/11/2025	88632-88633	REMIT OVERRUN	0.00
12/11/2025	88634	OVERDRIVE INC	43,582.38
12/11/2025	88635	PACIFIC OFFICE AUTOMATION INC	378.86
12/11/2025	88636	PETROCARD SYSTEMS INC	2,079.08
12/11/2025	88637	PUD NO 1 OF SNOHOMISH COUNTY	378.45
12/11/2025	88638	SHARING WHEELS COMMUNITY BIKE SHOP	200.00
12/11/2025	88639	SILVER KITE COMMUNITY ARTS CONSULTING, LLC	375.00
12/11/2025	88640	SILVER LAKE WATER & SEWER	180.91
12/11/2025	88641	SKAGIT PUBLISHING	613.00
12/11/2025	88642	SOUND PUBLISHING	2,033.00

Vouchers December 2025

Date	Check Number	Payee	Check Amount
12/11/2025	88643	SOUTH CAMANO GRANGE NO. 930	150.00
12/11/2025	88644	SPRAGUE PEST SOLUTIONS	130.00
12/11/2025	88645	STERLING VOLUNTEERS	68.00
12/11/2025	88646	TIMELESS DESIGN	1,699.37
12/11/2025	88647	TSAI FONG BOOKS INC	376.12
12/11/2025	88648	WALTER E NELSON CO OF WESTERN WA	5,271.44
12/11/2025	88649	YOGA IN THE CENTER	240.00
12/11/2025	88650	ZIPLY FIBER	1,000.00
12/11/2025	88651	ZOOBEAN INC.	8,097.60
12/11/2025	88652	JANELLA LEWIS	126.70
12/18/2025	88653	8X8 INC	8,010.21
12/18/2025	88654	AIR CARE SYSTEM	7,245.18
12/18/2025	88655	ALDERWOOD WATER DISTRICT	82.88
12/18/2025	88656-88657	REMIT OVERRUN	0.00
12/18/2025	88658	AMAZON CAPITAL SERVICES, INC	8,288.27
12/18/2025	88659	ARRAYSCAPE GAMING, INC.	300.00
12/18/2025	88660	BAKER & TAYLOR BOOKS (277930)	90.88
12/18/2025	88661	BLACKSTONE PUBLISHING	101.76
12/18/2025	88662	BLUESPACE INTERIORS	10,250.85
12/18/2025	88663	BRODART (SUPPLIES)	1,204.81
12/18/2025	88664	CAMANO COMMONS	1,250.00
12/18/2025	88665	CAMANO HILLS WATER COMPANY INC.	128.97
12/18/2025	88666	ESTELA CARRERA-INFANTE	75.00
12/18/2025	88667	CEDAR GROVE ORGANICS RECYCLING LLC	67.05
12/18/2025	88668	CENTER POINT LARGE PRINT	774.90
12/18/2025	88669	CITY OF BRIER	177.68
12/18/2025	88670	COMCAST BUSINESS	717.51
12/18/2025	88671	DEPT OF LABOR & IND (BOILER)	33.80
12/18/2025	88672	DEPARTMENT OF NATURAL RESOURCES	41.00
12/18/2025	88673	FABER CONSTRUCTION CORPORATION	424,651.81
12/18/2025	88674	GALE/CENGAGE LEARNING	2,781.90
12/18/2025	88675	HARMONICA POCKET	600.00
12/18/2025	88676	HEARING, SPEECH, AND DEAF CENTER	2,282.20
12/18/2025	88677	INGRAM LIBRARY SERVICES	34,353.36
12/18/2025	88678	IRON MOUNTAIN INCORPORATED	1,389.80
12/18/2025	88679	ISLAND DISPOSAL INC	72.54
12/18/2025	88680	JR LANGUAGE TRANSLATION SERVICES INC.	570.00
12/18/2025	88681	KRAZAN & ASSOCIATES OF WASHINGTON, INC.	1,120.64
12/18/2025	88682	KSER FOUNDATION	3,333.00
12/18/2025	88683	LAKESHORE LEARNING MATERIALS, LLC	11,299.25
12/18/2025	88684	LODESTAR MARKETING GROUP	19,496.17
12/18/2025	88685	MARYSVILLE BARKER REAL ESTATE LLC	6,839.65
12/18/2025	88686	MIDWEST LIBRARY SERVICE	480.36
12/18/2025	88687	MILL CREEK VIEW	290.00
12/18/2025	88688	SHAY MIRK DBA MIRK WORK	500.00

Vouchers December 2025

Date	Check Number	Payee	Check Amount
12/18/2025	88689	MSR DESIGN	28,463.68
12/18/2025	88690	MUSEUM OF OSTEOLOGY	216.17
12/18/2025	88691	MY NEIGHBORHOOD NEWS NETWORK	211.83
12/18/2025	88692	REMIT OVERRUN	0.00
12/18/2025	88693	OFFICE DEPOT, INC	4,019.04
12/18/2025	88694-88695	REMIT OVERRUN	0.00
12/18/2025	88696	OVERDRIVE INC	39,005.49
12/18/2025	88697	PACIFIC OFFICE AUTOMATION INC	21,713.77
12/18/2025	88698	MELISSA BURNS, DBA PAINT WITH MELISSA LLC	300.00
12/18/2025	88699	PAPER ROLL PRODUCTS	1,653.16
12/18/2025	88700	PETTY CASH	1.70
12/18/2025	88701	PETTY CASH	270.99
12/18/2025	88702	PRIME SELF STORAGE	814.00
12/18/2025	88703	PUGET SOUND ENERGY	2,587.43
12/18/2025	88704	PUD NO 1 OF SNOHOMISH COUNTY	3,982.00
12/18/2025	88705	REBECCA ROSE REMLE	112.50
12/18/2025	88706	REPUBLIC SERVICES 197	1,204.74
12/18/2025	88707	RICOH USA INC - 31001	116.45
12/18/2025	88708	RICOH USA INC - 650073	1,331.01
12/18/2025	88709	SAFESPACE CONCEPTS, INC.	10,614.00
12/18/2025	88710	SIMPLY MAGIC LLC	1,200.00
12/18/2025	88711	SKYCORP, LTD	39,562.50
12/18/2025	88712	SMOKEY POINT PLACE IV, LLC	12,472.53
12/18/2025	88713	SNO-ISLE REFUND ACCOUNT	411.36
12/18/2025	88714	SOUND WATER STEWARDS OF ISLAND COUNTY	200.00
12/18/2025	88715	SPRAGUE PEST SOLUTIONS	215.49
12/18/2025	88716	SWANK MOVIE LICENSING USA	653.00
12/18/2025	88717	TALEWISE DBA SCIENCE HEROES	400.00
12/18/2025	88718	TAYLOR, LISA	375.00
12/18/2025	88719	TROJAN STORAGE OF MARYSVILLE	420.00
12/18/2025	88720	TSAI FONG BOOKS INC	243.09
12/18/2025	88721	T. TATOR TOT THE CLOWN AND CO.	300.00
12/18/2025	88722	ULINE	81.75
12/18/2025	88723	VERIZON WIRELESS (660108)	5,246.74
12/18/2025	88724	WALTER E NELSON CO OF WESTERN WA	2,066.53
12/18/2025	88725	DAE WON LLC	8,240.21
12/18/2025	88726	WASHINGTON STATE FERRIES	529.30
12/19/2025	88727	DAWN KAESTNER	406.63
12/23/2025	88728	CATALYST WORKPLACE ACTIVATION	177,698.43
12/23/2025	88729	PETTY CASH	9.25
12/31/2025	88730	4IMPRINT INC	7,789.50
12/31/2025	88731	AINSWORTH, INC.	12,807.75
12/31/2025	88732	AMERICAN LIBRARY ASSOCIATION	220.00
12/31/2025	88733	ALLIED UNIVERSAL	15,695.26
12/31/2026	88734	REMIT OVERRUN	0.00

**Vouchers
December 2025**

Date	Check Number	Payee	Check Amount
12/31/2025		88735 AMAZON CAPITAL SERVICES, INC	3,193.74
12/31/2025		88736 AUNT FLOW CORP.	1,368.00
12/31/2025		88737 BEACON HILL SOLUTIONS GROUP, LLC	6,600.00
12/31/2025		88738 BELIEF AGENCY	10,000.00
12/31/2025		88739 BRODART (SUPPLIES)	424.95
12/31/2025		88740 CASCADE NATURAL GAS	300.51
12/31/2025		88741 CITY OF MARYSVILLE	1,716.13
12/31/2025		88742 THE CRAB CRACKER	2,232.00
12/31/2025		88743 DEMCO INC (8048)	7,656.24
12/31/2025		88744 EBSCO	125,666.00
12/31/2025		88745 GALE/CENGAGE LEARNING	1,834.61
12/31/2025	88746-88747	REMIT OVERRUN	0.00
12/31/2025		88748 INGRAM LIBRARY SERVICES	90,953.48
12/31/2025		88749 LAMAR TRANSIT, LLC	2,940.00
12/31/2025		88750 LIBRARY IDEAS, LLC	967.20
12/31/2025		88751 MIDWEST LIBRARY SERVICE	343.58
12/31/2025		88752 MYSTIC SEAPORT MUSEUM INC.	250.00
12/31/2025		88753 NATIONAL CENTER FOR CIVIC INNOVATION, INC.	59,328.93
12/31/2025		88754 OFFICE DEPOT, INC	2,166.36
12/31/2025		88755 ONE DIVERSIFIED, LLC	35,842.52
12/31/2025	88756-88759	REMIT OVERRUN	0.00
12/31/2025		88760 OVERDRIVE INC	235,769.59
12/31/2025		88761 PAPER ROLL PRODUCTS	411.62
12/31/2025		88762 PETROCARD SYSTEMS INC	2,014.68
12/31/2025		88763 PUGET SOUND ENERGY	3,875.55
12/31/2025		88764 PUD NO 1 OF SNOHOMISH COUNTY	12,969.93
12/31/2025		88765 PUGET SOUND MOBILE DETAIL	991.50
12/31/2025		88766 RICOH USA INC - 31001	425.15
12/31/2025		88767 RICOH USA INC - 650073	2,169.09
12/31/2025		88768 SENTRUM MARKETING, LLC	1,093.90
12/31/2025		88769 SMARSH, INC	182.58
12/31/2025		88770 SNOHOMISH COUNTY DEPT OF CONSERVATION AND NATURAL R	75.00
12/31/2025		88771 SPRAGUE PEST SOLUTIONS	771.16
12/31/2025		88772 STATE AUDITOR'S OFFICE	347.50
12/31/2025		88773 STATE AUDITOR'S OFFICE	556.40
12/31/2025		88774 SUMMIT LAW GROUP, PLLC	2,344.00
12/31/2025		88775 THRYV, INC	139.56
12/31/2025		88776 TSAI FONG BOOKS INC	386.53
12/31/2025		88777 WALTER E NELSON CO OF WESTERN WA	5,391.17
12/31/2025		88778 WCP SOLUTIONS	657.87
12/31/2025		88779 ZIPLY FIBER	20,645.04
12/31/2025		88780 SUSAN HEMPSTEAD	516.45
12/31/2025		88781 ERIC HOWARD	210.00
12/31/2025		88782 ASSURED PARTNERS OF WA, LLC	6,207.84
12/31/2025		88783 DELTA DENTAL OF WASHINGTON	40,051.45

Vouchers December 2025

Date	Check Number	Payee	Check Amount
12/31/2025	88784	DEPARTMENT OF LABOR & INDUSTRIES	85,729.94
12/31/2025	88785	WSCCCE, AFSCME, AFL-CIO - COUNCIL 2	13,733.92
12/31/2025	88786	GET PROGRAM	400
12/31/2025	88787	KAISER FOUNDATION HEALTH PLAN INC.	103,876.18
12/31/2025	88788	MUTUAL OF OMAHA	5,940.18
12/31/2025	88789	NAVIA BENEFIT SOLUTIONS CLIENT PAY	2,212.30
12/31/2025	88790	SNO-ISLE LIBRARY FOUNDATION	490.7
12/31/2025	88791	AIR CARE SYSTEM	4,582.20
12/31/2025	88792	ALDERWOOD WATER DISTRICT	40.97
12/31/2025	88793	ALLIED UNIVERSAL	11,591.83
12/31/2025	88794	AT&T MOBILITY (6463)	43.73
12/31/2025	88795	AUNT FLOW CORP.	1,368.00
12/31/2025	88796	BEACON HILL SOLUTIONS GROUP, LLC	4,840.00
12/31/2025	88797	BUILDINGWORK, LLC	32,044.86
12/31/2025	88798	CENTER FOR INTERNET SECURITY, INC	1,995.00
12/31/2025	88799	CITY OF GRANITE FALLS	136.21
12/31/2025	88800	CITY OF SULTAN	211.79
12/31/2025	88801	THE CLEARWATER SCHOOL	2,000.00
12/31/2025	88802	DEL SOL INC	84,151.79
12/31/2025	88803	EMPLOYMENT SECURITY DEPARTMENT	30,370.73
12/31/2025	88804	IN-ACCORD, INC.	513.69
12/31/2025	88805	JANDI ENTERPRISES INC	1,375.00
12/31/2025	88806	KANOPY	8,903.00
12/31/2025	88807	KKMO EL REY 1360 AM	3,595.00
12/31/2025	88808	LITHTEX NW	174.67
12/31/2025	88809	MIDWEST LIBRARY SERVICE	19,098.12
12/31/2025	88810	NORTHWEST PUBLISHING INC.	400
12/31/2025	88811	NWI GLOBAL	990
12/31/2025	88812	REMIT OVERRUN	0
12/31/2025	88813	OVERDRIVE INC	5,319.45
12/31/2025	88814	PACIFIC OFFICE AUTOMATION INC	626.39
12/31/2025	88815	PETROCARD SYSTEMS INC	1,886.23
12/31/2025	88816	PUGET SOUND ENERGY	199.88
12/31/2025	88817	PUD NO 1 OF SNOHOMISH COUNTY	217,464.71
12/31/2025	88818	PUNCH DRUNK PRODUCTIONS, LLC	5,884.75
12/31/2025	88819	NORTH SOUND MEDIA	812
12/31/2025	88820	SE HABLA MEDIA	3,950.38
12/31/2025	88821	SH WORLDWIDE, LLC DBA SHW	12,930.29
12/31/2025	88822	SILVER LAKE WATER & SEWER	180.91
12/31/2025	88823	SNO-ISLE REFUND ACCOUNT	268.82
12/31/2025	88824	SPEEDY SIGN CENTER	518.08
12/31/2025	88825	SPRAGUE PEST SOLUTIONS	128.42
12/31/2025	88826	REMIT OVERRUN	0
12/31/2025	88827	TIMELESS DESIGN	27,725.44
12/31/2025	88828	T MOBILE	31,181.60

Vouchers December 2025

Date	Check Number	Payee	Check Amount
12/31/2025	88829	T MOBILE	132.33
12/31/2025	88830	VECA ELECTRIC & TECHNOLOGIES, LLC	9,063.29
12/31/2025	88831	VERIZON COMMUNICATIONS INC	330.79
12/31/2025	88832	WCP SOLUTIONS	187.65
12/31/2025	88833	MICHELLE CALLIHAN	1,005.70
	88834-88848	2026 Check Batch	0.00
12/31/2025	88849	AINSWORTH, INC.	5,399.70
12/31/2025	88850	AMAZON CAPITAL SERVICES, INC	10,366.77
12/31/2025	88851	BEACON PUBLISHING INC	637.5
12/31/2025	88852	BRODART	253.99
12/31/2025	88853	CARAHSOFT TECHNOLOGY CORPORATION	944.59
12/31/2025	88854	CEDAR GROVE ORGANICS RECYCLING LLC	370.65
12/31/2025	88855	CITY OF ARLINGTON	209.19
12/31/2025	88856	CITY OF LANGLEY	512.55
12/31/2025	88857	CITY OF MARYSVILLE	814.16
12/31/2025	88858	CITY OF MONROE	1,027.15
12/31/2025	88859	CLAIMS-X-CHANGE, LLC	13,500.00
12/31/2025	88860	CLINTON WATER DIST	56.42
12/31/2025	88861	CORTES, MARCO	800
12/31/2025	88862	COSCO FIRE PROTECTION, INC.	1,170.00
12/31/2025	88863	EBSCO	488.21
12/31/2025	88864	FABER CONSTRUCTION CORPORATION	652,212.78
12/31/2025	88865	GALE/CENGAGE LEARNING	854.69
12/31/2025	88866	HILLIS CLARK MARTIN & PETERSON	229.5
12/31/2025	88867	HIRERIGHT, LLC	134.3
12/31/2025	88868	IMAGINE CHILDREN'S MUSEUM	20
12/31/2025	88869	ISLAND DISPOSAL INC	240.31
12/31/2025	88870	JIMMY'S ROOFING	1,904.00
12/31/2025	88871	KKMO EL REY 1360 AM	3,770.00
12/31/2025	88872	KSER FOUNDATION	2,000.00
12/31/2025	88873	MIDWEST LIBRARY SERVICE	61.04
12/31/2025	88874	MSR DESIGN	61,022.92
12/31/2025	88875	OFFICE DEPOT, INC	1,498.65
12/31/2025	88876	O'REILLY AUTO PARTS	62.27
12/31/2025	88877	PACIFIC AIR CONTROL, INC.	128,064.18
12/31/2025	88878	PACIFIC PUBLISHING CO INC	301.25
12/31/2025	88879	PAPER ROLL PRODUCTS	1,358.58
12/31/2025	88880	PUGET SOUND ENERGY	254.9
12/31/2025	88881	PUD NO 1 OF SNOHOMISH COUNTY	328.97
12/31/2025	88882	REPUBLIC SERVICES 197	1,189.43
12/31/2025	88883	SKAGIT PUBLISHING	463
12/31/2025	88884	SMARSH, INC	182.58
12/31/2025	88885	SNOHOMISH CO FINANCE	34
12/31/2025	88886	SOUND PUBLISHING	1,050.00
12/31/2025	88887	SOUTHWEST SOLUTIONS GROUP, INC	235,270.34

Vouchers

December 2025

Date	Check Number	Payee	Check Amount
12/31/2025	88888	SOUTH ISLAND PUMPING LLC	326.4
12/31/2025	88889	STATE AUDITOR'S OFFICE	7,064.30
12/31/2025	88890	STERICYCLE, INC.	624.87
12/31/2025	88891	STERLING VOLUNTEERS	102
12/31/2025	88892	THRYV, INC	354.71
12/31/2025	88893	TOWN OF DARRINGTON	4,837.65
12/31/2025	88894	TRUCK TRAILS NORTHWEST LLC	4,248.13
12/31/2025	88895	TSAI FONG BOOKS INC	795.13
12/31/2025	88896	ULINE	571.88
12/31/2025	88897	UNIVERSITY MECHANICAL CONTRACTORS, INC.	55,601.05
12/31/2025	88898	WASTE MANAGEMENT	3,573.05
12/23/2025	ACH25002	MONDAY.COM LTD	50,862.53
12/31/2025	ACH25003	ESKILLZ CORP	9,000.00
12/31/2025	ACH25004	REMIT OVERRUN	0.00
12/31/2025	ACH25005	REMIT OVERRUN	0.00
12/31/2025	ACH25006	INGRAM LIBRARY SERVICES	39,378.44
12/31/2025	ACH25007	INGRAM LIBRARY SERVICES	43,184.04
12/19/2025	TRANSF_122025_01	BANK OF AMERICA (3736)	2,305.36
12/19/2025	TRANSF_122025_02	BANK OF AMERICA (5088)	6,235.02
12/19/2025	TRANSF_122025_03	BANK OF AMERICA (5211)	596.48
12/19/2025	TRANSF_122025_04	BANK OF AMERICA (5659)	147.86
12/19/2025	TRANSF_122025_05	BANK OF AMERICA (5953)	214.22
12/19/2025	TRANSF_122025_06	BANK OF AMERICA (6967)	629.56
12/19/2025	TRANSF_122025_07	BANK OF AMERICA (7067)	431.65
12/19/2025	TRANSF_122025_08	BANK OF AMERICA (7150)	4,058.38
12/19/2025	TRANSF_122025_09	BANK OF AMERICA (7423)	2,341.82
12/19/2025	TRANSF_122025_10	BANK OF AMERICA (7672)	702.41
			<u>\$ 4,306,593.98</u>



Memo

Date: January 26, 2026
To: Sno-Isle Libraries Board of Trustees
From: Eric Howard, Executive Director
Re: Proposed Board of Trustees 2026 Calendar

Recommendation

Please discuss and consider the proposed Board of Trustees 2026 calendar.

Background

The draft themes for the 2026 Board Calendar were explored with Trustees Jennifer DePrey and Rose Olson at the December Board of Trustees president transition meeting with the understanding that the themes would be shared for discussion with the entire Board at the January 26th regular meeting. This year introduces three presentations based on the June 2025 Board Memo, *Internal Controls: Oversight Responsibilities of the Board*. Additionally, the calendar follows a set of standard policy reviews for 2026 and provides staff presentations on the fundamental work and projects of the Library.

Changes throughout the year may prioritize or de-prioritize the timing of the presentations. It has been common practice for the dates of the presentations to sometimes shift or for new presentations, based on new needs, to be introduced during the year.

Discussion

Are there themes or subject matter that the Board would like to see highlighted or presented differently in the calendar of presentations? Are there any other changes to the calendar that might better assist the Board?

Fiscal Impact

There is no fiscal impact from this discussion.





January 2026 Calendar

COMMITTEE MEETING

JANUARY

President

- Committee appointments

Executive

- 2025 Organizational and Leadership outcomes
- 2025 Conferences for Trustees

FEBRUARY

Executive

- Trustee employee recognition award review

MARCH

Library Services

- Policies: *Naming; Customer Use of Library Spaces; Meeting Room; Art in Public Spaces*

Management

- Board retreat planning

APRIL

Executive

- Executive Director quarterly check-in
- Trustee vacancy process (information)

OPEN MEETING

Special Meeting (January 8)

- Board action - Joint levy certification

Regular Meeting (January 26)

- *Discussion - 2026 Board of Trustees calendar*

Regular Meeting (February 23)

- *Staff presentation – Levy Lid Lift*
- *Staff presentation – Capital Framework and Facilities Update*

Regular Meeting (March 23)

- *Staff presentation – Audit Review Report*
- *Staff presentation – Overview for the Strategic Planning Process*
- *Board action – Resolution: Levy Lid Lift Proposal*

Regular Meeting (April 27)

- *Staff presentation – Summer Reading Program Preview*
- *Staff presentation – Early Learning*
- *Staff presentation – Internal Controls: Oversight Responsibilities of the Board*





January 2026 Calendar

COMMITTEE MEETING

MAY

President

- Trustee Nominating Committee appointments

OPEN MEETING

Regular Meeting (May 26)

- Staff presentation – Communication Strategies
- Staff presentation – Partnerships
- Board action - Naming Policy
- Board action - Customer Use of Library Spaces Policy
- Board action - Meeting Room Policy
- Board action - Art in Public Spaces Policy

JUNE

Management

- Policies: Business Expense Reimbursement; Debt Management; Unreserved Fund

Regular Meeting (June 22)

- Staff presentation – Collection Update
- Staff presentation – Career Advancement; Enhancing Quality of Life

JULY

Regular Meeting (July 27)

- Staff presentation – Update on Strategic Planning Process
- Staff presentation – Levy education update
- Staff Presentation – Internal Controls: Oversight Responsibilities of the Board

AUGUST

No meetings





January 2026 Calendar

COMMITTEE MEETING

SEPTEMBER

President

- Officer Nominating Committee appointment

Executive

- Executive Director 2027 work plan

OCTOBER

Executive

- Executive Director quarterly review planning

Officer Nominating

- 2027 Officer Nomination

NOVEMBER

DECEMBER

No meetings

OPEN MEETING

Regular Meeting (September 28)

- *Staff presentation - 2027 Budget Introduction*
- *Staff presentation – Internal Controls: Oversight Responsibilities of the Board*
- 2027 Officer Nominating Committee appointment
- Board action - Business Expense Reimbursement Policy
- Board action - Debt Management Policy
- Board action - Unreserved Fund Policy

Regular Meeting (October 26)

- *Staff presentation – Customer Service Overview*
- *Staff presentation – Draft Strategic Plan Overview*
- *Staff presentation - 2027 budget proposal*
- 2027 meeting schedule (first review)
- Officer slate announcement
- Public hearing on 2027 levy
- Board action - Resolution regarding the 2027 levy

Regular Meeting (November 23)

- Board action - Resolution regarding the 2027 budget
- Board action - Resolution regarding the Strategic Plan
- Board action - Election of officers
- Board action - 2027 meeting schedule adoption
- Board action - Executive Director review





January 2026 Calendar

SILCON and Employee Recognition Event (April 30)

- President presents Trustee Award.
- Trustees are invited to attend.

Staff In-Service Day (November)

- Trustees are invited to attend.

Board Retreat (May, Date TBD)

Other Events

- Washington Library Association Conference. Yakima, WA. April 16-18, 2026
- Public Library Association Conference. Minneapolis, MN. April 1-3, 2026
- American Library Association Conference. Chicago, IL. June 25-29, 2026



Financial Update

FINANCE DEPARTMENT

January 26, 2026

November 2025 Revenue Summary

- Total revenue received in November was \$5.9k compared to the monthly budget of \$5.8k. Year to date (YTD) total revenue was \$76.7M compared to the YTD budget of \$76.2M, which is 99% of the annual revenue budgeted.
- General property tax receipts for November were \$5.3M compared to the monthly budget of \$5.8M.
- Timber tax, Leasehold Excise Tax, and DNR revenue for November were \$75k compared to the monthly budget of \$75k.
- Grant revenue for November was \$161k.
- Investment Interest for November was \$202k compared to the monthly budget of \$108k. YTD actual is \$2.1M, while the budget was \$1.2M.
- Print/copy services, city contract fees, lost materials revenue, and donations for November were collectively \$62k compared to the monthly budget of \$52k. Donations from Foundation and Friends of Library were a total of \$51k, with a monthly budget of \$46k.
- Other Revenue for November was \$61k compared to the monthly budget of \$50k.

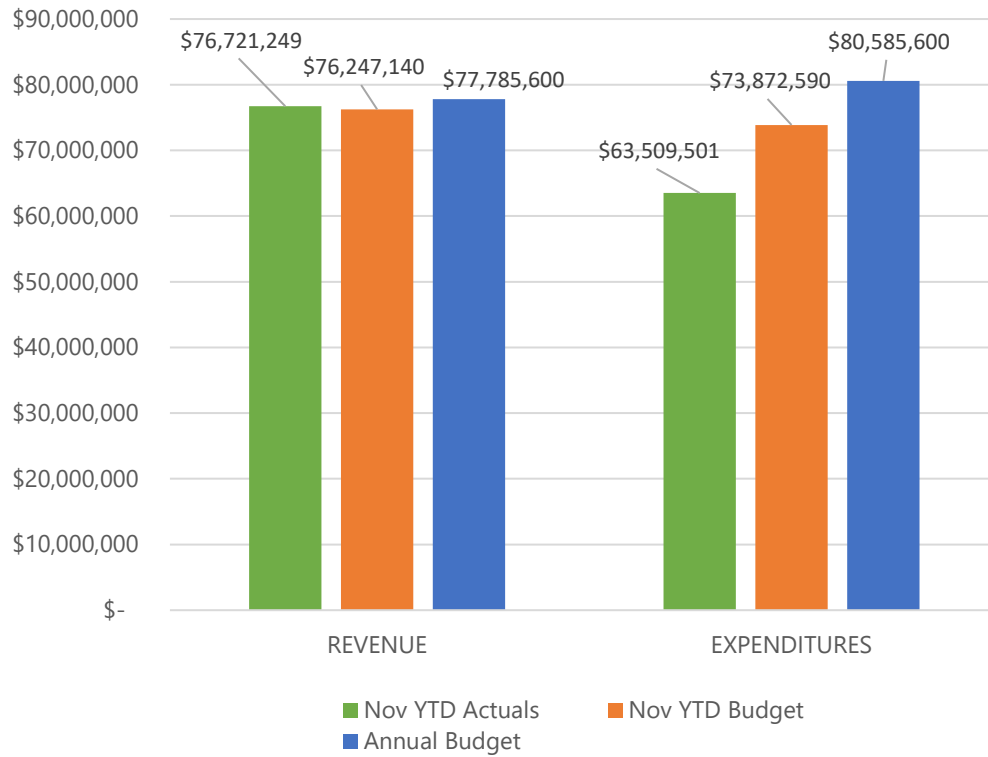
November 2025 Expenditures Summary

- Total expenditure for November was \$5.8M compared to the monthly budget of \$6.7M. Total expenditures YTD were \$63.5M compared to the YTD budget of \$73.9M, which was 79% of the annual expenditure budgeted.
- Salaries & Benefits for November were \$3.8M compared to the monthly budget of \$4.1M.
- Collection materials expenditures for November were \$707k compared to the monthly budget of \$576k.
- Employee training expenditure for November was \$41k compared to the monthly budget of \$23k.
- Capital expenditures for November were \$467k compared to the monthly budget of \$1.1M. Expenditures are for building & improvements, architecture & engineering, and vehicles.
- All other expenditures (professional & contract services, equipment & furnishing, maintenance & repairs, software license & maintenance fees, communications, office & operating supplies, utilities, rentals & leases, insurance and miscellaneous) for November were \$791k compared to the monthly budget of \$977k.

Financial Update

FINANCE DEPARTMENT

November 2025 Year-to-Date Summary



Sno-Isle Regional Library System
Statement of Expenditures
Expenditures Summary
From 11/1/2025 Through 11/30/2025
(In Whole Numbers)

	Period Actual	Current Period Budget - Adopted Budget	YTD Actual	YTD Budget	Annual Budget	% Annual Budget Used
Expenditures						
10.0 Salaries & Benefits	3,767,065	4,058,390	41,871,480	44,642,290	48,700,000	85.97%
20.0 Materials	707,095	576,000	6,059,567	6,336,000	6,912,000	87.66%
26.0 Professional & Contract Services	241,858	294,320	2,724,687	3,237,520	3,530,900	77.16%
35.0 Equipment & Furnishings	4,192	50,280	419,810	553,080	603,500	69.56%
38.0 Maintenance & Repair	83,875	110,770	822,396	1,218,470	1,328,300	61.91%
41.0 Software License & Maint Fees	116,172	142,060	1,476,838	1,562,660	1,704,900	86.62%
42.0 Communications	65,461	68,500	673,175	753,500	822,000	81.89%
43.0 Office & Operating Supplies	47,097	53,240	541,470	585,640	639,350	84.69%
44.0 Utilities	42,575	45,590	499,224	501,490	547,000	91.26%
45.0 Rentals & Leases	73,861	48,460	552,573	533,060	581,600	95.00%
46.0 Insurance	16,075	22,600	274,392	248,600	271,100	101.21%
48.0 Employee Training / Travel	40,860	22,580	331,094	248,380	271,000	122.17%
49.0 Miscellaneous	86,793	78,270	979,801	860,970	938,400	104.41%
50.0 Strategic Initiatives / Innovation	12,734	62,500	257,748	687,500	750,000	34.36%
62.0 Capital - Bldgs & Improvements	381,257	874,220	4,994,586	9,616,420	10,490,550	47.61%
62.5 Capital - A&E	84,954	110,000	591,379	1,210,000	1,320,000	44.80%
64.0 Capital - Furnishings & Equipment	991	97,910	327,864	1,077,010	1,175,000	27.90%
64.4 Capital - Vehicles	0	0	31,817	0	0	0.00%
64.5 Capital - Other Assets	0	0	79,601	0	0	0.00%
Total Expenditures	5,772,916	6,715,690	63,509,503	73,872,590	80,585,600	78.81%

Sno-Isle Regional Library System
Statement of Revenues
Revenue Summary
From 11/1/2025 Through 11/30/2025
(In Whole Numbers)

		Period Actual	Current Period Budget - Adopted Budget	YTD Actual	YTD Budget	Annual Budget	% Annual Budget Recv'd
	Revenues						
01.0	Property Taxes	5,335,283	5,787,460	65,524,457	66,540,020	67,230,900	97.46%
02.0	Timber Tax / Sales	74,995	75,400	998,178	606,600	627,000	159.19%
02.5	Grants	161,382	616,680	6,854,346	6,783,480	7,400,000	92.62%
03.0	Print/Copy Services	6,826	1,670	74,868	18,370	20,000	374.33%
04.0	Services/City Contract Fees	0	330	4,380	3,630	4,000	109.50%
05.0	Lost Materials Paid	4,231	4,170	70,346	45,870	50,000	140.69%
06.0	Investment Interest	202,026	108,330	2,127,118	1,191,630	1,300,000	163.62%
07.0	Donations Private Sources	50,544	46,140	305,202	507,540	553,700	55.12%
08.0	Other Revenue	61,122	50,000	762,354	550,000	600,000	127.05%
	Total Revenues	5,896,410	6,690,180	76,721,249	76,247,140	77,785,600	98.63%

Financial Update

FINANCE DEPARTMENT

January 26, 2026

December 2025 Revenue Summary

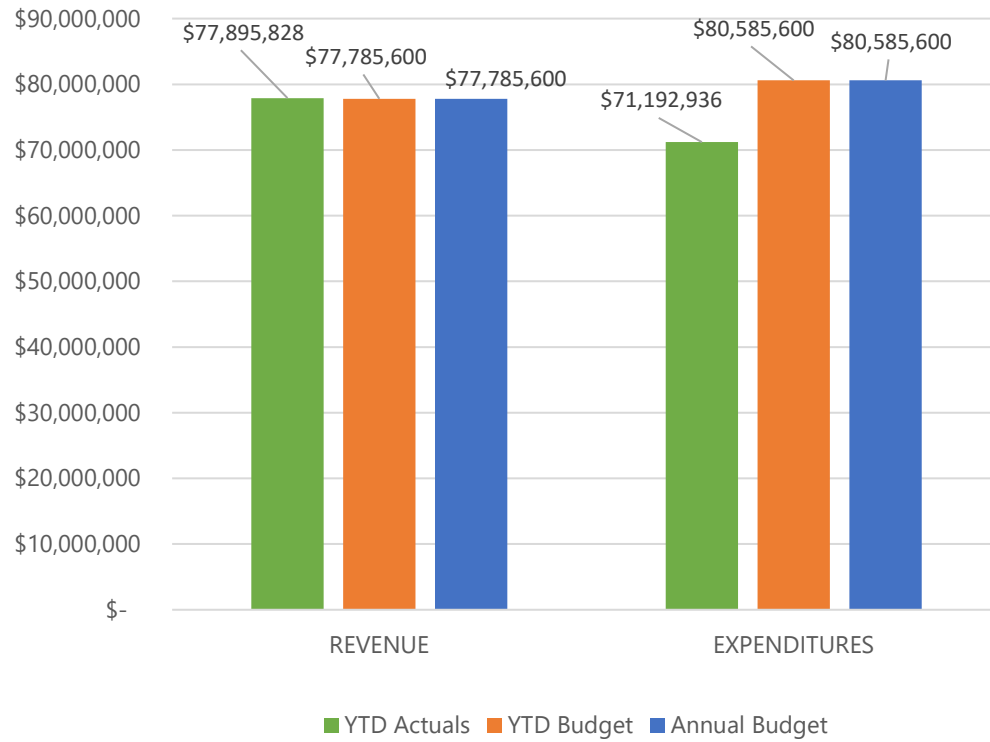
- Total revenue received in December was \$1.2k compared to the monthly budget of \$1.5k. Year to date (YTD) total revenue was \$77.9M compared to the YTD budget of \$77.8M, which is 100% of the annual revenue budgeted.
- General property tax receipts for December were \$730k compared to the monthly budget of \$691k.
- Timber tax, Leasehold Excise Tax, and DNR revenue for December were \$30k compared to the monthly budget of \$20k.
- Grant revenue for December was \$98k.
- Investment Interest for December was \$203k compared to the monthly budget of \$108k. YTD actual was \$2.3M, while the budget was \$1.3M.
- Print/copy services, city contract fees, lost materials revenue, and donations for December were collectively \$76k compared to the monthly budget of \$52k. Donations from Foundation and Friends of Library were a total of \$62k, with a monthly budget of \$46k.
- Other Revenue for December was \$38k compared to the monthly budget of \$50k.

December 2025 Expenditures Summary

- Total expenditure for December was \$7.7M compared to the monthly budget of \$6.7M. Total expenditures YTD were \$71.2M compared to the YTD budget of \$80.6M, which was 88% of the annual expenditure budgeted.
- Salaries & Benefits for December were \$3.7M compared to the monthly budget of \$4.1M.
- Collection materials expenditures for December were \$724k compared to the monthly budget of \$576k. Total YTD expenditure was \$6.8M, which was 98% of the annual budget.
- Employee training expenditure for December was \$3.4k compared to the monthly budget of \$23k.
- Capital expenditures for December were \$2.0M compared to the monthly budget of \$1.1M. Expenditures were for building & improvements, architecture & engineering, and vehicles.
- All other expenditures (professional & contract services, equipment & furnishing, maintenance & repairs, software license & maintenance fees, communications, office & operating supplies, utilities, rentals & leases, insurance and miscellaneous) for December were \$1.2M compared to the monthly budget of \$975k.



December 2025 Year-to-Date Summary



Sno-Isle Regional Library System
Statement of Expenditures
Expenditures Summary
From 12/1/2025 Through 12/31/2025
(In Whole Numbers)

	Period Actual	Current Period Budget - Adopted Budget	YTD Actual	YTD Budget	Annual Budget	% Annual Budget Used
Expenditures						
10.0 Salaries & Benefits	3,682,118	4,057,710	45,553,598	48,700,000	48,700,000	93.53%
20.0 Materials	723,742	576,000	6,783,309	6,912,000	6,912,000	98.13%
26.0 Professional & Contract Services	410,923	293,380	3,154,965	3,530,900	3,530,900	89.35%
35.0 Equipment & Furnishings	58,913	50,420	478,724	603,500	603,500	79.32%
38.0 Maintenance & Repair	128,624	109,830	951,020	1,328,300	1,328,300	71.59%
41.0 Software License & Maint Fees	37,309	142,240	1,514,147	1,704,900	1,704,900	88.81%
42.0 Communications	93,420	68,500	766,595	822,000	822,000	93.25%
43.0 Office & Operating Supplies	84,314	53,710	625,784	639,350	639,350	97.87%
44.0 Utilities	59,336	45,510	558,560	547,000	547,000	102.11%
45.0 Rentals & Leases	45,778	48,540	598,351	581,600	581,600	102.88%
46.0 Insurance	15,075	22,500	289,467	271,100	271,100	106.77%
48.0 Employee Training / Travel	3,399	22,620	334,493	271,000	271,000	123.42%
49.0 Miscellaneous	167,838	77,430	1,128,284	938,400	938,400	120.23%
50.0 Strategic Initiatives / Innovation	130,480	62,500	388,229	750,000	750,000	51.76%
62.0 Capital - Bldgs & Improvements	1,463,108	874,130	6,457,694	10,490,550	10,490,550	61.55%
62.5 Capital - A&E	155,472	110,000	746,851	1,320,000	1,320,000	56.57%
64.0 Capital - Furnishings & Equipment	423,583	97,990	751,447	1,175,000	1,175,000	63.95%
64.4 Capital - Vehicles	0	0	31,817	0	0	0.00%
64.5 Capital - Other Assets	0	0	79,601	0	0	0.00%
Total Expenditures	7,683,433	6,713,010	71,192,936	80,585,600	80,585,600	88.34%

Sno-Isle Regional Library System
Statement of Revenues
Revenue Summary
From 12/1/2025 Through 12/31/2025
(In Whole Numbers)

		Period Actual	Current Period Budget - Adopted Budget	YTD Actual	YTD Budget	Annual Budget	% Annual Budget Recv'd
	Revenues						
01.0	Property Taxes	729,790	690,880	66,254,247	67,230,900	67,230,900	98.54%
02.0	Timber Tax / Sales	30,118	20,400	1,028,296	627,000	627,000	164.00%
02.5	Grants	97,507	616,520	6,951,853	7,400,000	7,400,000	93.94%
03.0	Print/Copy Services	6,738	1,630	81,606	20,000	20,000	408.02%
04.0	Services/City Contract Fees	2,293	370	6,673	4,000	4,000	166.82%
05.0	Lost Materials Paid	4,773	4,130	75,119	50,000	50,000	150.23%
06.0	Investment Interest	203,085	108,370	2,330,203	1,300,000	1,300,000	179.24%
07.0	Donations Private Sources	62,089	46,160	367,292	553,700	553,700	66.33%
08.0	Other Revenue	38,185	50,000	800,539	600,000	600,000	133.42%
	Total Revenues	1,174,578	1,538,460	77,895,828	77,785,600	77,785,600	100.14%