

Library Board of Directors
Regular Meeting Agenda
 Tuesday, April 21, 2026, 7:00pm
 Library Meeting Room and Zoom
 502 State St, Hood River

Library Board:

Board President: Sara Marsden, *Board Vice-President:* Karen Bureker, *Board members:* Megan Janik, Yesi Rojas, and Jean Sheppard.

The Hood River County Library District will hold this meeting by offering a hybrid format. Participants can attend in-person or on Zoom Conferencing. Please use the following phone number or video link:

1-253-215-8782, <https://us02web.zoom.us/j/88987942233>, Meeting ID: 889 8794 2233

| | Agenda Items | Action | Responsible |
|-------------|---|---------------|--------------------|
| I. | Call to Order | | Sara Marsden |
| II. | Roll call | | Rachael Fox |
| III. | Approval of the agenda (additions/corrections/deletions) | Motion | Sara Marsden |
| IV. | Approval of the consent agenda | Motion | Sara Marsden |
| V. | Actual or potential conflicts of interest | | Sara Marsden |
| VI. | Citizen comment (3 minutes each) | | Sara Marsden |
| VII. | Reports | | |
| | i. February and March 2026 Financial Statements | | Rachael Fox |
| | ii. Friends update | | Rachael Fox |
| | iii. Foundation update | | Rachael Fox |
| | iv. Director's report | | Rachael Fox |
| IX. | Old Business | | |
| X. | New Business | | |
| | i. Cascade Locks Library Lease renewal | Motion | Sara Marsden |
| | ii. Health Insurance Renewal | Motion | Sara Marsden |
| | iii. Fiscal Year 2026-27 Budget preview discussion | | Sara Marsden |
| XI. | Announcements | | |
| | i. Comments from board members | | All |
| | ii. Requests/Comments from Library Director | | Rachael Fox |

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| XII. Agenda items for next meeting | | Sara Marsden |
| XIII. Adjournment regular meeting | | Sara Marsden |

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with the following. Bolded topics are scheduled for the current meeting's executive session.

- ORS 192.660 (1) (d) Labor Negotiations
- ORS 192.660 (1) (e) Property
- ORS 192.660 (1) (h) Legal Rights
- ORS 192.660 (1) (i) Personnel

The Board of Directors meets on the 3rd Tuesday each month from 7:00pm to 9:00pm in the Jeanne Marie Gaulke Memorial Meeting Room at 502 State Street, Hood River, Oregon. Sign language interpretation for the hearing impaired is available if at least 48 hours notice is given.

**Library Board of Directors
Regular Meeting Agenda
Supplementary Information**

Tuesday, April 21, 2025, 7:00pm
Library Meeting Room and Zoom
502 State St, Hood River

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| I. | Call to Order | | Sara Marsden |
| II. | Roll call | | Rachael Fox |
| III. | Approval of the agenda (additions/corrections/deletions) | Motion | Sara Marsden |
| IV. | Approval of the consent agenda i. Minutes from the March 17, 2026 regular board meeting Attachment: <ul style="list-style-type: none"> • IV.i. Minutes from the March 17, 2026 regular board meeting | Motion | Sara Marsden |
| V. | Actual or potential conflicts of interest | | Sara Marsden |
| VI. | Citizen comment (3 minutes each) | | Sara Marsden |
| VII. | Reports | | |
| | i. February and March 2026 Financial Statements Attachment <ul style="list-style-type: none"> • VII.i. February 2026 Financial Statements • VII.ii. March 2026 Financial Statements <p>As of March 31, 2026, we have received \$1,279,503 this year in total tax revenue (current and previous years) for the General Fund.</p> <p>Tax payers have the option of making their property tax payments in three installments and the second installment was due on Febraury 15, 2026. The third installment will be due</p> | | Rachael Fox |

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| <p>May 15, 2026. We are tracking well for this time of year.</p> | | |
| <p>ii. Friends update</p> <ul style="list-style-type: none"> • The Friends are hosting a one-day book sale Saturday, April 25, 2026, 10am-5pm in the library meeting room. <ul style="list-style-type: none"> • Hardbacks, Softcovers and Young Adult \$1 • Pocketbooks 2 / \$1 • Children’s 4 /\$1 • DVDs / CDs 2 / \$1 • Bag Sale \$3, 3-5 pm • Cash, checks, and credit card payment | | <p>Rachael Fox</p> |
| <p>iii. Foundation update</p> <ul style="list-style-type: none"> • The Library Foundation held their annual Feast of Words fundraising event on Saturday, April 11. Proceeds from Feast of Words will go toward forward-facing picture book shelving in the children’s library, as well as expanding free books for the Bookmobile and community partners FISH and One Community Health. The Foundation will meet on Tuesday, April 21 to discuss the event. | | <p>Rachael Fox</p> |
| <p>iv. Director’s report ADMINISTRATION</p> <ul style="list-style-type: none"> • Open Position – Youth Services Assistant Support Great Librarians. Serve Great Communities. This position is the essential support behind the programs and people that make our library thrive. The successful candidate will collaborate with our Children’s, Teen & Tween, and Bookmobile & Outreach Librarians to deliver meaningful experiences for youth from birth through 12th grade. <p>What This Role Does:</p> <ul style="list-style-type: none"> • Works primarily alongside the Children’s Services Librarian to support early literacy programs and services for youth birth through 5th grade, and helps maintain the Makerspace and children’s library in Hood River • Provides additional support to the Teen & Tween and Bookmobile Librarians across branches and community locations • Creates promotional materials and social media | | <p>Rachael Fox</p> |

content to connect the library with families

We're Looking For:

- A creative, positive, and flexible team player who thrives in a collaborative environment
- Someone passionate about serving others and making a meaningful difference
- A dedicated team member committed to advancing the library's mission

- **Open position - Teen Intern**

- Paid temporary position June-August 2026 [Grant Funded – State Library of Oregon] – Open until filled, first review of applications Wednesday, April 29, 2026
- This internship opportunity is designed to provide valuable work experience and professional development for teenagers interested in library services and community engagement. As a Teen Intern, the selected candidate will have the chance to assist with various library tasks, work closely with library staff, and contribute to creating a positive and welcoming environment for library patrons. This is a grant-funded position aimed at building connections and opportunities for community teens, overseen by the Teen & Tween Services Librarian to ensure grant requirements are met.

- **Library Budget**

- The Library Budget Committee will meet to discuss and approve the library budget for fiscal year 2026-27 on Tuesday, May 12, 6:00-8:00. They will have a follow up meeting on Tuesday, May 19, 6:00pm, if needed. The budget committee is composed of the five member elected Library Board and five members of the community.

- **Oregon Library Association/Pacific Northwest Library Association conference**

- The 2026 OLA/PNLA Joint Conference, themed "Get Loud for Libraries," takes place April 22–24, 2026, at the Holiday Inn Columbia Riverfront in

Portland, Oregon. The event brings together the Oregon Library Association and the Pacific Northwest Library Association to celebrate advocacy, unity, and collaboration across library communities throughout the region. We will have four staff members attending the conference.

- **New Library Website**

- We have begun developing our new website and calendar/meeting reservation system. Library Director Rachael Fox and Assistant Director Mo Burford will meet weekly with Library Market to oversee the project. The calendar/meeting reservation system is scheduled to launch in early June, with the new website going live in September.

FACILITIES

- **New circulation desk doors – installed Monday, April 13**

Swing doors were installed at the main circulation desk to improve staff safety and better define the staff area. At the children's circulation desk, the existing swing doors will be replaced with a design that closes more reliably and is easier to use.

- **Historic building repairs**

This month, a restoration company repointed the deteriorating mortar between bricks on several sections of our historic building. This is the same company that previously restored our historic entrance.

SERVICES

- **Bookmobile:**

The Hood River County Library District Bookmobile has updated route this April. Based on community use, several stops have been adjusted to better serve our community. The new schedule includes three new stops and a time change for one existing location.

- **New Bookmobile Stops:**

- Hood River Aquatic Center – 2nd Thursday of the month, 3:30–4:30 PM

- Westside Elementary School – 3rd Thursday of the month, 5:00–6:00 PM
- Odell (Empty lot next to the Fire Station) – 2nd and 4th Saturday of the month, 2:30–3:30 PM
- **Updated Time:**
 - Pine Grove – Early Intervention – now 4:30–6:00 PM

You can find the full Bookmobile route on our website and in our newsletter. Printed Bookmobile route brochures are also available at all library branches and on the Bookmobile. We will also be sharing our weekly Bookmobile stops on social media so you can easily see where we'll be each week.

PROGRAMS AND EVENTS

National Poetry Month

Every month, we will highlight nationally recognized heritage months and holidays at our library, providing a platform for celebration and exploration. Many libraries across the nation also participate in honoring these same occasions.

The Hood River County Library District provides free and equitable access to cultural and educational experiences. The library celebrates ideas, promotes creativity, connects people, and enriches lives, with an emphasis on promoting literacy and equity in library collections, services, and programs.

April is National Poetry Month. It was established by the Academy of American Poets in 1996 to raise awareness and appreciation for poetry in the United States, encouraging people to read, write, and share poems.

Discover the diverse range of materials available in our collection. Visit the library, search our online catalog, download ebooks and audiobooks or stream movies.

Indian Creek Poetry Walk Come Indoors

For the next two months, our meeting room will host the physical signs from the Indian Creek Trail Poetry Walk, a local project that pairs nature-themed poems with stunning photography by Hood River artists. Stop by to experience these pieces up close and discover what speaks to you, each pairing reveals more with every reading.

Festival Día del Niño, Saturday, April 18th, 1pm-4pm, Mid-Valley Elementary

Celebrate Día del Niño with us! The Hood River County Library alongside Mid-Valley PTO are hosting this year's 2026 Día del Niño Festival. This is a day to celebrate children and emphasize the importance of literacy and learning for all children. Please join us for this free event filled with music, food, face painting, treats, free books, children's activities, raffles and much more

Friends Book Sale

The Friends are hosting a one-day book sale Saturday, April 25, 2026, 10am-5pm in the library meeting room.

FRIENDS OF THE HRC LIBRARY
POP-UP BOOK SALE
HOOD RIVER LIBRARY MEETING ROOM

SATURDAY
APRIL 25TH
10AM-5PM
1 DAY ONLY

HARDCOVERS, SOFTCOVERS
AND YOUNG ADULT BOOKS \$1.00 EACH
POCKETBOOKS 2/\$1
CHILDREN'S BOOKS 4/\$1
DVDS AND CDS 2/\$1
BAG SALE 300 - 500 / \$3 PER BAG
CASH - CHECK - PAYPAL ACCEPTED

ADULT PROGRAMS

- **Indian Creek Poetry Walk Kickoff**, Wednesday, April 1, 6PM, Hood River Library Reading Room. Featured poets for this year's display will read their poems in the Hood River Library Reading Room
- **Workshop: Rewilding Words**, Saturday April 4, 10 AM-12 PM, Hood River Library Meeting Room. Supplemented with handouts and using a variety of in-

class approaches, this workshop will return writers of poetry and prose to the page with renewed commitment and inspiration. Sign up coming soon.

- **Presentation: “There Was a Time When the Word for Tree Was Landholder” by Ellen Waterston**, Saturday April 4, 5 PM-6 PM, Hood River Library Reading Room. Join Ellen Waterston, author and Oregon Poet Laureate, in contemplating and celebrating all things words—their origins, power, color, meaning, and musicality; their evolution and life span; their exotic configuration into languages. What do the modifications, abuses, and possible losses of words signal about our capacity for relationship to place and one another?
- **Looking Closely: An Art Education Series**, Thursdays from 11am-12pm March 19 -May 7, Hood River Library Meeting Room. Join Kerry Cobb for a series that builds confidence in how to look at, talk about, and truly understand art. You’ll gain fresh perspective and observation skills just in time to make the most of the [Gorge Artists Open Studios](#) weekend, May 1–3, 2026. Sign up for one or all classes [here](#).



- **Backpacking 101 in the PNW**, Thursday, April 16th, 5:30-7:30pm, Hood River Library Meeting Room. Dreaming of summer adventures? Join

In these classes, we'll explore paintings from various eras and genres, learning how to understand and appreciate art by recognizing composition and techniques.

All are welcome. No previous art experience is necessary. Join us!

Thursdays at 11:00 AM
Hood River Library Meeting Room

- MAR 19** LOOKING CLOSELY
- MAR 26** COMPOSITION
- APRIL 9** DESIGN
- APRIL 16** PORTRAITS
- APRIL 23** LANDSCAPES
- APRIL 30** ABSTRACT
- MAY 7** PHOTOGRAPHY

Hood River Library
502 State Street • 541-386-2535
www.hoodriverlibrary.org



[Trails Diverged](#) for Backpacking 101 and learn how to plan, pack, and prepare for your first trip into the Pacific Northwest backcountry.

- **Author Talk: Mari Matthias**, Tuesday, April 28th, 6pm, Hood River Library Reading Room. Join us for an evening with local author Mari Matthias as she shares from her new novel *Cleah's Bequest*—a sharp, heartfelt story about family, obligation, and inheritance. Sponsored by: [Waucoma Bookstore](#)
- **Thunder Island Puzzle Competition**, Thursday, April 30, Arrive at 5:30 PM. Starts at 6:00 PM. Thunder Island Brewing, Cascade Locks. Puzzle lovers, this one's for the Gorge! Join our Puzzle Competition - [Thunder Island Brewing](#) Edition -and see if your team can finish a 500-piece puzzle before time runs out. Sign up ASAP: <https://bit.ly/40t1JoO>. Sponsored by [HR Hobbies](#)
- **Free Adult Yoga** Start the new year with yoga at the Hood River Library. Free, open to adults, and all levels welcome. Please bring your own mat. Saturdays, 10:30am-11:30am
 - April 4: Downstairs Meeting Room
- **Hood River Book Club Wednesday**, April 8th, 12:30pm, Meeting Room and Zoom, This month's book club selection is *Miss Morgan's Book Brigade* by Janet Skeslien Charles.
- **Cascade Locks Book Club** Thursday, April 23rd, 5:15pm. The book selection is *My Friends* by Fredrik Backman.
- **Writing Group** Every Wednesday at 3 pm in the Hood River Library Columbia Room Creative writing together! Join with fellow writers to work on your craft through prompts and (sometimes) share the results. For more information, please contact Patty Kaplan (310.710.3822).

TWEEN AND TEEN PROGRAMS

- **Teen Minute to Win It**, Saturday, April 4th, 3-5pm, Hood River Library Meeting Room. Compete with your friends in "Minute to Win It" games! Prizes for every player! Snacks included. Open to Middle School and High School aged teens.
- **YA Book Club - Tokyo Ever After by Emiko**

Jean, Saturday, April 15th, 4pm-5pm, Hood River Library Teen Area

- **Donuts & Minis** Saturday, April 25th, 10am-12pm, Hood River Library Meeting Room Can't get enough D&D? Bring your party for donuts and paint some D&D minis while you're catching up and plotting your next campaign. All materials included.
- YA Book Club - Tokyo Ever After by Emiko Jean
- **Teen Council and volunteer hours** 1st & 3rd Saturday of the month, 10am-12pm, Hood River Library Teen Area Meet-up with other teen readers and our Teen Services Librarian on the last Saturday of every month to help plan library events and give input on books and materials you would like to see at the library!
- **Magic: the Gathering** Every Friday at 4pm in the Library Theater Program provided by Hood River Hobbies.
- **Dungeons and Dragons** Wednesdays, April 8th & 22nd, 5-7pm, Hood River Library Meeting Room/Theater Beginner Dungeons and Dragons group for tweens and teens, led by experienced Dungeon Masters.

CHILDREN'S PROGRAMS

- **Spring Wreaths**, Saturday, April 25th, 3pm-5pm, Hood River Library Reading Room. Celebrate the changing season and learn how to craft your own colorful wreath!
- **DoodleClub** Fridays, 3:00pm-4:00pm, Kids Library Outside Makerspace Come join a low key art club of cool kids every Friday afternoon 3-4 pm. We will provide drawing supplies but feel free to supplement with your own!
- **Family Storytime – Hood River Library** Thursdays at 10:30 a.m. The storytime is open to all ages. Storytime will feature stories, songs and fun! Literacy enrichment will be at the heart of every session. Children will learn pre-reading skills, develop an increased vocabulary, and nurture a lifelong love of reading!

OUTREACH EVENTS

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| | <ul style="list-style-type: none"> • Friday, April 3th - Providence Down Manor, 10:30-11:30AM - The Bookmobile will be visiting Down Manor. • Wednesday, April 8th - Hawks Ridge, 11:00-12:00 - The Bookmobile will be visiting Hawks Ridge. • Friday, April 10th and 24th - Wyeast Middle School - The Bookmobile will be visiting during school lunch hour. <p>We offer free books through the One Community Health Mobile Health Unit and FISH Food Bank.</p> <p>We regularly partner with Hood River County School District for classroom visits, school visits to the library, and library card registration drives.</p> | | |
| | <p>BOOKMOBILE ROUTE</p> <ul style="list-style-type: none"> • 1st Thursday, 5:00p-6:30pm Pine Grove, Early Intervention, 2405 Eastside Rd • 2nd Thursday, HOOD RIVER <ul style="list-style-type: none"> • 2:30-3:30p Pacific Ave (street parking) • 3:30-4:30 Hood River Aquatic Center • 5:00-6:00p Wyeast Vista Apartments, 1800 8th St. • 3rd Thursday, HOOD RIVER <ul style="list-style-type: none"> • 2:30p-3:30p Walmart Parking Lot • 3:30-4:30p Hood River Crossings Apartments, 3145 Cascade Ave. • 5:00p-6:00p Westside Elementary School • 4th Thursday, HOOD RIVER/ODELL <ul style="list-style-type: none"> • 3p-4p Rockford Grange • 2nd & 4th Saturday, ODELL <ul style="list-style-type: none"> • 10:30a-12:00p Mobile Home Park/AGA RD • 12:30p-1:30p Community Park, 3163 Tamarack Rd. • 2:30p-3:30p Odell (Empty lot next to the Fire Station) | | |
| VIII. | Old Business | | Sara Marsden |
| IX. | New Business | | |
| | <p>i. Cascade Locks Lease renewal Attachment:</p> <ul style="list-style-type: none"> • IX.i.a. Cascade Locks Lease 2026-27 • IX.i.b. Cascade Locks Lease 2026-27, Appendix A <p>The Hood River County School District has increased the</p> | Motion | Sara Marsden |

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| | <p>annual rent by 3%, from \$1,391.01 to \$1,432.74, matching the same percentage as last fiscal year's increase.</p> <p>The contract was reviewed by the Hood River County School District and library legal counsel Ruben Cleveland.</p> | | |
| | <p>ii. Health Insurance Renewal</p> <p>Our health insurance is up for renewal on July 1, 2026. Our insurance broker, Epic Insurance Brokers and Consultants, has obtained quotes for the upcoming renewal period.</p> <p>I recommend we remain with our current carriers: Regence Special District Insurance of Oregon (SDAO) (Blue PPOIV plan) and Delta Dental. Staying with our current carriers preserves our calendar-year deductible credits and out-of-pocket expense accruals without interruption, with no increase to health insurance premiums and only a 6% increase to dental premiums.</p> <p>Compared to the other carriers we evaluated — Health Net, Providence (independent and Bend Chamber group plans), and Blue Cross Blue Shield (independent plan) — which ranged from 17% to 97% premium increases, renewing with Regence SDAO is clearly our best option. It offers the lowest coinsurance available to us, retains our current \$1,000 deductible, and maintains a low out-of-pocket maximum. The next most comparable plan has a lower out-of-pocket maximum by a few thousand dollars, but comes with a 97% premium increase.</p> <p>I request that the library board approve renewal of the Regence Special District Insurance of Oregon Blue PPOIV plan and Delta Dental.</p> | Motion | Sara Marsden |
| | <p>iii. Fiscal Year 2026-27 Budget preview discussion</p> <p>This fiscal year, we are on track to maintain our current level of services with funding from district tax revenue, Friends, Foundation, and the Pat Hazlehurst Endowment.</p> <p>My preliminary calculations indicate a 3.3% Cost of Living Adjustment, in line with the projected rise in Oregon's minimum wage. We can also expect health insurance costs to hold steady (0% increase) and dental costs to rise 6%, along with general increases across nearly all materials and services categories. There will be a 7% rise in tax revenue resulting from the sunset of the Waterfront Urban Renewal District.</p> | | Sara Marsden |

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| | During fiscal year 2025–26, we made the following personnel changes: replaced the Collection Development Librarian position with an Adult Services Librarian and increased that position's hours from 25 to 32 per week, increased the Children's Services Assistant position from 32 to 35 hours per week, and added a Bilingual Pay Differential for eligible staff. I do not recommend any additional changes to staffing or services at this time. | | |
| XII. | Announcements | | |
| | i. Comments from board members | | Board members |
| | ii. Requests/Comments from Library Director | | Rachael Fox |
| XIII. | Agenda items for next meeting | | Sara Marsden |
| | • Employee Handbook update | | |
| XII. | Adjournment regular meeting | | Sara Marsden |

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with the following. Bolded topics are scheduled for the current meeting's executive session.

- ORS 192.660 (1) (d) Labor Negotiations
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| | Agenda Items | Action | Responsible |
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| I. | Call to Order Library Board President Sara Marsden called the meeting to order at 7:00pm. | | Sara Marsden |
| II. | Roll call Fox conducted a roll call. Sara Marsden, Megan Janik, Yesi Rojas and Jean Sheppard were present. Library Director Rachael Fox and Assistant Director Mo Burford were present. | | Rachael Fox |
| III. | Approval of the agenda (additions/corrections/deletions) Janik moved to approve the agenda. Rojas seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Rojas and Sheppard. | Motion | Sara Marsden |
| IV. | Approval of the consent agenda Janik moved to approve the agenda with February 17, 2026 regular library board minutes. Rojas seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Rojas and Sheppard. | Motion | Sara Marsden |
| V. | Actual or potential conflicts of interest None stated | | Sara Marsden |
| VI. | Citizen comment (3 minutes each) No comment | | Sara Marsden |
| VII. | Presentation Hood River Valley Parks and Recreation District Brian Hackett and Kate McBride presented to the library board. Marsden asked a clarifying question regarding the distinction | | Brian Hackett |

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| | <p>between the two pool areas and the outside area.</p> <p>Hackett clarified the differences between the pool areas, emphasizing the separate income sources associated with each and how those revenues would be directed toward improvements in their respective areas.</p> <p>Fox inquired whether a failure of the levy to pass would result in a reduction in overall services.</p> <p>Hackett confirmed that it would, noting that this could include closure of the current pool, as the cost of continued operation would soon become unsustainable. He added that overall services would also face cuts if the levy does not pass. He expressed the desire to reach a point where the department could engage in proactive maintenance, citing trail maintenance as an example.</p> <p>Marsden asked for confirmation that the levy term is five years. Hackett confirmed this, drawing a comparison to the school levy. He noted that there are no other bonds or levies on the upcoming ballot. He acknowledged the significant effort staff are currently making to keep the pool operational and stated they deserve better conditions. He also indicated that the levy would support expansion of the trail network.</p> <p>McBride reported that a PAC has been formed to advocate for the Parks Department and the pool measure. She noted that pink flamingos may be visible in the community, an initiative originating from the swim and water polo teams. She distributed a handout containing website information, which includes details on the tax impact to residents. She noted the tax ask would be lower than in previous measures. Efforts are underway to communicate the condition of the pool to the public and to reduce the funding request as much as possible. She further advised that Community Education, a program with a 50-year history, would close at the end of the summer if the levy does not pass.</p> | | |
| VIII. Reports | | | |
| | <p>i. February 2026 Financial Statements The February financial statements, produced by our district accountant, were not ready before the packet was distributed.</p> | | Rachael Fox |
| | <p>ii. Friends update There was nothing to add to the written report.</p> | | Rachael Fox |
| | <p>iii. Foundation update The was nothing to add to the written report.</p> | | Rachael Fox |

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| | <p>iv. Director's report</p> <p>The Library has received a grant from the State Library of Oregon for the Teen Internship program, which will run again this summer. The position will be advertised in April and will be overseen by Teen Services Librarian Elizabeth Backer.</p> | | Rachael Fox |
| IX. | Old Business | | Sara Marsden |
| | <p>i. Library website proposals</p> <p>Marsden asked how Library Director Rachael Fox and Assistant Director Mo Burford were feeling about the choices and whether anything had changed.</p> <p>Fox stated they feel the same and are actually feeling more confident after reconnecting with their first choice.</p> <p>Marsden noted that her questions had been answered and that she no longer has any concerns.</p> <p>Janik stated she feels the same and expressed that she is glad to see staff has the support.</p> <p>Fox added that costs will not increase more than 3% year over year.</p> <p>Janik moved to approve the agenda. Rojas seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Rojas and Sheppard.</p> | Motion | Sara Marsden |
| X. | New Business | | |
| | <p>i. Programming Policy update</p> <p>Janik moved to approve the agenda. Rojas seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Rojas and Sheppard.</p> | Motion | Sara Marsden |
| | <p>ii. Youth Services Assistant job description</p> <p>Fox reported that the position is being changed to no longer require bilingual qualifications, noting that the library now has sufficient bilingual staff available to assist with events as needed. She invited discussion of any concerns. She clarified that the position will continue to serve as the primary support for children's services, with additional responsibility for teen services and outreach.</p> <p>Marsden asked whether the library has access to a translation service.</p> <p>Fox responded that the library uses Google Translate and noted that a Spanish conversation group has been started among staff.</p> <p>Burford added that translation software is available to all staff</p> | | Sara Marsden |

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| | <p>in a variety of formats, including iPads, phones, and print resources.</p> <p>Bureker asked whether the city or county utilizes any translation services or software.</p> <p>Janik responded that her organization uses LanguageLine.</p> <p>Marsden noted that her organization uses Seracomm — spelling unconfirmed — and indicated that the service is billed on a per-call basis and is available in both video and audio formats.</p> <p>Fox stated she would look into the services.</p> | | |
| | <p>iii. Library Director evaluation and planning session discussion</p> <p>Fox reported that HR Answers will attend the April 21 special meeting from 6-7pm to conduct a planning session focused on the director evaluation process. She will provide HR Answers with the current plan in advance, after which they will meet with the board and offer recommendations.</p> | | Sara Marsden |
| XII. | Announcements | | |
| | <p>i. Comments from board members</p> <p>Fox reported that a letter has been received from the city indicating that the hotel is appealing the city's decision. In addition, a plan for a mixed-use condominium development in the same location will also be discussed at a community meeting. Fox and/or Burford will attend both meetings.</p> | | Board members |
| | <p>ii. Requests/Comments from Library Director</p> <p>None stated</p> | | Rachael Fox |
| XIII. | <p>Agenda items for next meeting</p> <ul style="list-style-type: none"> • Employee Handbook update • Fiscal Year 2026-27 Budget preview discussion | | Sara Marsden |
| XII. | <p>Adjournment regular meeting</p> <p>The meeting adjourned at 7:51pm.</p> | | Sara Marsden |

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with the following. Bolded topics are scheduled for the current meeting's executive session.

- ORS 192.660 (1) (d) Labor Negotiations
- ORS 192.660 (1) (e) Property
- ORS 192.660 (1) (h) Legal Rights
- ORS 192.660 (1) (i) Personnel

The Board of Directors meets on the 3rd Tuesday each month from 7:00pm to 9:00pm in the Jeanne Marie Gaulke Memorial Meeting Room at 502 State Street, Hood River, Oregon. Sign language interpretation for the hearing impaired is available if at least 48 hours notice is given.

**HOOD RIVER COUNTY
LIBRARY DISTRICT**

**Compiled Financial Statements
February 28, 2026**

**HOOD RIVER COUNTY
LIBRARY DISTRICT**

**Compiled Financial Statements
February 28, 2026**

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Onstott, Broehl & Cyphers, P.C.
Certified Public Accountants

KENNETH L. ONSTOTT, c.p.a.
JAMES T. BROEHL, c.p.a.
RICK M. CYPHERS, c.p.a.

MEMBERS:
American Institute of c.p.a.'s
Oregon Society of c.p.a.'s

OFFICE:

100 EAST FOURTH STREET
THE DALLES, OREGON 97058
Telephone: (541) 296-9131
Fax: (541) 296-6151

Board of Directors
Hood River County Library District
Hood River, Oregon

Management is responsible for the accompanying interim financial statements of Hood River County Library District, which comprise the balance sheet – cash basis as of February 28, 2026, and the related statement of revenues, expenditures and changes in fund balance – cash basis for the one month and eight months then ended, and for determining that the cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all of the disclosures and the statement of cash flows ordinarily included in financial statements prepared in accordance with the cash basis of accounting. If the omitted disclosures and statement of cash flows were included in the financial statements, they might influence the user's conclusions about the District's assets, liabilities, equity, revenues, and expenditures. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary information contained on pages 4 through 8 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and, accordingly, do not express an opinion or provide any assurance on such supplementary information.

Onstott, Broehl & Cyphers, P.C
March 23, 2026

Hood River County Library District
Balance Sheet - Cash Basis
February 28, 2026

ASSETS

| | General Fund | Grants Fund | Capital Equipment Reserve Fund | Total |
|------------------------------|-----------------|----------------|---|-------------|
| Current Assets: | | | | |
| Cash in bank - Columbia Bank | \$223,427 | | | \$223,427 |
| Cash with Hood River County | 935,936 | \$158,528 | \$216,280 | 1,310,744 |
| Petty cash | 224 | | | 224 |
| Total Current Assets | 1,159,587 | 158,528 | 216,280 | 1,534,395 |
| TOTAL ASSETS | \$1,159,587 | \$158,528 | \$216,280 | \$1,534,395 |

LIABILITIES & FUND BALANCES

| | | | | |
|-----------------------------------|-------------|-----------|-----------|-------------|
| Liabilities | | | | |
| Current Liabilities | | | | |
| Payroll liabilities | \$1,840 | | | \$1,840 |
| Total Current Liabilities | 1,840 | 0 | 0 | 1,840 |
| Total Liabilities | 1,840 | 0 | 0 | 1,840 |
| Fund Balances: | | | | |
| Unassigned | 1,157,747 | 158,528 | 216,280 | 1,532,555 |
| TOTAL LIABILITIES & FUND BALANCES | \$1,159,587 | \$158,528 | \$216,280 | \$1,534,395 |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Cash Basis
For the Eight Months Ended February 28, 2026

| | General Fund | Grants Fund | Capital Equipment Reserve Fund | Total |
|--|--------------------|------------------|---|--------------------|
| Revenues: | | | | |
| Donations and grants | \$0 | \$78,325 | | \$78,325 |
| Property tax revenues - current year | 1,261,222 | | | 1,261,222 |
| Property tax revenues - prior year | 9,513 | | | 9,513 |
| Fines and fees | 4,618 | | | 4,618 |
| Intergovernmental revenue | 747 | 5,347 | | 6,094 |
| Interest revenue | 28,354 | | \$4,565 | 32,919 |
| Grants and donations | 0 | | | 0 |
| Miscellaneous | 0 | | | 0 |
| Total Revenues | 1,304,454 | 83,672 | 4,565 | 1,392,691 |
| Expenditures: | | | | |
| Personal services: | | | | |
| Wages and salaries | 421,670 | | | 421,670 |
| Employee benefits | 156,639 | | | 156,639 |
| Other | 2,500 | | | 2,500 |
| Total Personal Services | 580,809 | 0 | 0 | 580,809 |
| Materials and services: | | | | |
| Bank charges | 617 | | | 617 |
| Bookmobile | 3,477 | | | 3,477 |
| Building rental | 14,519 | | | 14,519 |
| Building maintenance | 24,957 | 1,674 | | 26,631 |
| HVAC | 18,462 | | | 18,462 |
| Elevator | 1,721 | | | 1,721 |
| Telephone | 5,240 | | | 5,240 |
| Internet | 5,646 | | | 5,646 |
| Collection development | 58,609 | 15,630 | | 74,239 |
| Technology | 17,665 | | | 17,665 |
| Accounting and auditing | 26,895 | | | 26,895 |
| Courier | 2,814 | | | 2,814 |
| Custodial services | 26,000 | | | 26,000 |
| Technical services | 4,295 | | | 4,295 |
| Library consortium | 20,317 | | | 20,317 |
| Copiers | 6,897 | | | 6,897 |
| Elections expense | 3,258 | | | 3,258 |
| Furniture and equipment | 3,056 | 603 | | 3,659 |
| Insurance | 26,578 | | | 26,578 |
| Georgiana Smith Memorial Garden | 15,202 | | | 15,202 |
| Legal services | 2,163 | | | 2,163 |
| Professional services | 4,604 | | | 4,604 |
| Dues and subscriptions | 5,071 | | | 5,071 |
| Miscellaneous | 2,839 | 32 | | 2,871 |
| Postage and freight | 1,178 | | | 1,178 |
| Printing | 997 | | | 997 |
| Programs | (140) | 56,753 | | 56,613 |
| Advertising | 128 | | | 128 |
| Supplies - office | 10,681 | | | 10,681 |
| Travel | 1,954 | | | 1,954 |
| Training | 3,050 | | | 3,050 |
| Board development | 0 | | | 0 |
| Electricity | 14,706 | | | 14,706 |
| Garbage | 1,364 | | | 1,364 |
| Natural gas | 4,600 | | | 4,600 |
| Water & sewer - building | 3,706 | | | 3,706 |
| Total Materials and Services | 343,126 | 74,692 | 0 | 417,818 |
| Capital outlay | 0 | 0 | 22,116 | 22,116 |
| Total Expenditures | 923,935 | 74,692 | 22,116 | 1,020,743 |
| Revenues Over (Under) Expenditures | 380,519 | 8,980 | (17,551) | 371,948 |
| Other Financing Sources (Uses) | | | | |
| Operating transfers in | | | 50,000 | 50,000 |
| Operating transfers out | (50,000) | | | (50,000) |
| Total Other Financing Sources (Uses) | (50,000) | 0 | 50,000 | 0 |
| Revenues and Other Financing Sources (Uses) Over (Under) Expenditures | 330,519 | 8,980 | 32,449 | 371,948 |
| Fund Balance - July 1, 2025 | 827,228 | 149,548 | 183,831 | 1,160,607 |
| Fund Balance - February 28, 2026 | \$1,157,747 | \$158,528 | \$216,280 | \$1,532,555 |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
General Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Eight Months Ended
February 28, 2026

| | Current Period Actual | Year to Date Actual | Annual Budget |
|--------------------------------|--------------------------|------------------------|------------------|
| Revenues: | | | |
| Tax revenues - current | \$37,100 | \$1,261,222 | \$1,278,547 |
| Tax revenues - prior year | 983 | 9,513 | 10,000 |
| Interest revenue | 2,969 | 28,354 | 30,000 |
| Fines and fees | 607 | 4,618 | 4,000 |
| Intergovernmental revenue | 236 | 747 | 0 |
| Grants and donations | 0 | 0 | 0 |
| Miscellaneous | 0 | 0 | 0 |
| Total Revenues | 41,895 | 1,304,454 | 1,322,547 |
| Expenditures: | | | |
| Personal services: | | | |
| Wages and salaries: | | | |
| Library clerk I | 966 | 6,716 | 12,464 |
| Library clerk II | 13,061 | 101,828 | 155,334 |
| Library assistant I | 4,086 | 32,827 | 83,437 |
| Librarian I | 22,391 | 159,836 | 244,155 |
| Librarian II | 6,429 | 50,905 | 77,147 |
| Library director | 8,741 | 69,558 | 104,894 |
| Payroll taxes and benefits: | | | |
| Retirement | 17,953 | 33,262 | 52,962 |
| Social security | 4,175 | 30,447 | 51,847 |
| Workers' compensation | 18 | (1,004) | 1,500 |
| Health insurance | 6,884 | 88,977 | 152,490 |
| Unemployment insurance | 491 | 4,957 | 8,449 |
| Paid family and medical leave | 0 | 0 | 0 |
| Other | 0 | 2,500 | 0 |
| Total Personal Services | 85,195 | 580,809 | 944,679 |
| Materials and services: | | | |
| Bank charges | 90 | 617 | 500 |
| Bookmobile | 376 | 3,477 | 5,000 |
| Building rental | 1,391 | 14,519 | 20,000 |
| Building maintenance | 1,246 | 24,957 | 30,000 |
| HVAC | 1,781 | 18,462 | 20,000 |
| Elevator | 226 | 1,721 | 3,500 |
| Telephone | 629 | 5,240 | 8,000 |
| Internet | 1,559 | 5,646 | 8,000 |
| Collection development | 12,349 | 58,609 | 80,000 |
| Technology | 2,408 | 17,665 | 20,000 |
| Accounting and auditing | 5,700 | 26,895 | 35,000 |
| Courier | 538 | 2,814 | 4,200 |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
General Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Eight Months Ended
February 28, 2026

| | Current Period <u>Actual</u> | Year to Date <u>Actual</u> | Annual <u>Budget</u> |
|---|---------------------------------|-------------------------------|-------------------------|
| Custodial services | 2,925 | 26,000 | 37,000 |
| Technical services | 0 | 4,295 | 4,500 |
| Library consortium | 0 | 20,317 | 21,000 |
| Copiers | 859 | 6,897 | 8,000 |
| Elections expense | 0 | 3,258 | 0 |
| Furniture and equipment | 155 | 3,056 | 5,000 |
| Insurance | 26,578 | 26,578 | 29,000 |
| Georgiana Smith Memorial Garden | 877 | 15,202 | 20,000 |
| Legal services | 42 | 2,163 | 5,000 |
| Professional services | 157 | 4,604 | 5,000 |
| Membership dues | 1,594 | 5,071 | 5,000 |
| Miscellaneous | 174 | 2,839 | 4,000 |
| Postage and freight | 156 | 1,178 | 2,000 |
| Printing | 425 | 997 | 2,000 |
| Programs | 0 | (140) | 13,000 |
| Advertising | 0 | 128 | 2,500 |
| Office supplies | 1,761 | 10,681 | 20,000 |
| Travel | 1,833 | 1,954 | 5,000 |
| Training | 1,074 | 3,050 | 3,000 |
| Board development | 0 | 0 | 1,500 |
| Parking reimbursement | 0 | 0 | 500 |
| Electricity | 1,798 | 14,706 | 22,000 |
| Garbage | 159 | 1,364 | 2,300 |
| Natural gas | 1,877 | 4,600 | 10,000 |
| Water & sewer - building | 456 | 3,706 | 6,000 |
| Total Materials and Services | <u>71,193</u> | <u>343,126</u> | <u>467,500</u> |
| Capital Outlay | <u>0</u> | <u>0</u> | <u>0</u> |
| Contingency | 0 | 0 | 100,000 |
| Total Expenditures | <u>156,388</u> | <u>923,935</u> | <u>1,512,179</u> |
| Other Financing Sources (Uses) | | | |
| Operating transfers In | 0 | 0 | 0 |
| Operating transfers out | 0 | (50,000) | (50,000) |
| Total Other Financing Sources (Uses) | <u>0</u> | <u>(50,000)</u> | <u>(50,000)</u> |
| Change in Fund Balance | <u>(\$114,493)</u> | <u>\$330,519</u> | <u>(\$239,632)</u> |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
Grants Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Eight Months Ended
February 28, 2026

| | <u>Current Period</u> <u>Actual</u> | <u>Year to Date</u> <u>Actual</u> | <u>Annual</u> <u>Budget</u> |
|-------------------------------------|--|--------------------------------------|--------------------------------|
| Revenues: | | | |
| Donations and grants | \$48,600 | \$78,325 | \$320,000 |
| Intergovernmental revenue | 0 | 5,347 | 0 |
| Total Revenues | <u>48,600</u> | <u>83,672</u> | <u>320,000</u> |
| Expenditures: | | | |
| Personal services: | | | |
| Wages and salaries: | | | |
| Library clerk I | 0 | 0 | 4,000 |
| Library clerk II | 0 | 0 | 4,400 |
| Library assistant II | 0 | 0 | 0 |
| Payroll taxes and benefits: | | | |
| Social security | 0 | 0 | 750 |
| Workers' compensation | 0 | 0 | 250 |
| Unemployment insurance | 0 | 0 | 100 |
| Other personal services | | | 500 |
| Total Personal Services | <u>0</u> | <u>0</u> | <u>10,000</u> |
| Materials and services: | | | |
| Building maintenance | 0 | 1,674 | 0 |
| Internet | 0 | 0 | 0 |
| Collection development | 2,480 | 15,630 | 75,000 |
| Technology | 0 | 0 | 50,000 |
| Programs | 9,199 | 56,753 | 100,000 |
| Furniture and equipment | 0 | 603 | 60,000 |
| Miscellaneous | 0 | 32 | 0 |
| Office supplies | 0 | 0 | 0 |
| Other materials and services | 0 | 0 | 60,000 |
| Total Materials and Services | <u>11,679</u> | <u>74,692</u> | <u>345,000</u> |
| Capital outlay | 0 | 0 | 100,000 |
| Total Expenditures | <u>11,679</u> | <u>74,692</u> | <u>455,000</u> |
| Change in Fund Balance | <u>\$36,921</u> | <u>\$8,980</u> | <u>(\$135,000)</u> |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
Capital Equipment Reserve Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Eight Months Ended
February 28, 2026

| | Current Period Actual | Year to Date Actual | Annual Budget |
|---|--------------------------|------------------------|--------------------------|
| Revenues: | | | |
| Interest revenue | \$610 | \$4,565 | \$6,000 |
| Other Financing Sources | | | |
| Transfer from General Fund | 0 | 50,000 | 50,000 |
| Total Revenues and Other Sources | <u>610</u> | <u>54,565</u> | <u>56,000</u> |
| Expenditures: | | | |
| Materials and services | 0 | 0 | 0 |
| Capital outlay | 1,645 | 22,116 | 75,000 |
| Total Expenditures | <u>1,645</u> | <u>22,116</u> | <u>75,000</u> |
| Change in Fund Balance | <u><u>(\$1,035)</u></u> | <u><u>\$32,449</u></u> | <u><u>(\$19,000)</u></u> |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY
Schedule of Revenues, Expenditures, and
Changes in Fund Balance - Cash Basis
Grants Funds
For the Eight Months Ended February 28, 2026

| | Newspaper Digitization | Foundation Grants | Other Grants | Friends of the Library | Pat Hazelhurst | CARES Act | R2R 2024 | R2R 2025 | Carnegie | Total |
|---|---------------------------|----------------------|-----------------|---------------------------|-------------------|----------------|--------------|----------------|-----------------|------------------|
| Revenues: | | | | | | | | | | |
| Donations and grants | \$0 | \$30,000 | \$2,725 | \$22,600 | \$13,000 | \$0 | \$0 | \$5,347 | \$10,000 | \$78,325 |
| Intergovernmental revenue | | | | | | | | | | 5,347 |
| Total Revenues | 0 | 30,000 | 2,725 | 22,600 | 13,000 | 0 | 0 | 5,347 | 10,000 | 89,672 |
| Expenditures: | | | | | | | | | | |
| Personal services: | | | | | | | | | | |
| Wages and salaries | | | | | | | | | | 0 |
| Employee benefits | | | | | | | | | | 0 |
| Total Personal Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Materials and services: | | | | | | | | | | |
| Building maintenance | | 1,674 | | | | | | | | 1,674 |
| Collection development | | 13,200 | 1,205 | 1,225 | | | | | | 15,630 |
| Furniture and equipment | | 553 | | 50 | | | | | | 603 |
| Miscellaneous | | | | | 32 | | | | | 32 |
| Programs | | 25,153 | 4,768 | 14,601 | 8,414 | | 213 | 3,604 | | 56,753 |
| Total Materials and Services | 0 | 40,580 | 5,973 | 15,876 | 8,446 | 0 | 213 | 3,604 | 0 | 74,692 |
| Capital outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Expenditures | 0 | 40,580 | 5,973 | 15,876 | 8,446 | 0 | 213 | 3,604 | 0 | 74,692 |
| Net Change in Fund Balance | 0 | (10,580) | (3,248) | 6,724 | 4,554 | 0 | (213) | 1,743 | 10,000 | 8,980 |
| Fund Balance - July 1, 2025 | 338 | 122,175 | 6,194 | 4,285 | 10,958 | 1,781 | 213 | 3,604 | 0 | 149,548 |
| Fund Balance - February 28, 2026 | \$338 | \$111,595 | \$2,946 | \$11,009 | \$15,512 | \$1,781 | \$0 | \$5,347 | \$10,000 | \$153,528 |

See Independent Accountants' Compilation Report

**HOOD RIVER COUNTY
LIBRARY DISTRICT**

**Compiled Financial Statements
March 31, 2026**

**HOOD RIVER COUNTY
LIBRARY DISTRICT**

**Compiled Financial Statements
March 31, 2026**

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Board of Directors
Hood River County Library District
Hood River, Oregon

Management is responsible for the accompanying interim financial statements of Hood River County Library District, which comprise the balance sheet – cash basis as of March 31, 2026, and the related statement of revenues, expenditures and changes in fund balance – cash basis for the one month and nine months then ended, and for determining that the cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all of the disclosures and the statement of cash flows ordinarily included in financial statements prepared in accordance with the cash basis of accounting. If the omitted disclosures and statement of cash flows were included in the financial statements, they might influence the user's conclusions about the District's assets, liabilities, equity, revenues, and expenditures. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary information contained on pages 4 through 8 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and, accordingly, do not express an opinion or provide any assurance on such supplementary information.

Onstott, Broehl & Cyphers, P.C
April 9, 2026

Hood River County Library District
Balance Sheet - Cash Basis
March 31, 2026

ASSETS

| | General Fund | Grants Fund | Capital Equipment Reserve Fund | Total |
|------------------------------|-----------------|----------------|---|-------------|
| Current Assets: | | | | |
| Cash in bank - Columbia Bank | \$71,633 | | | \$71,633 |
| Cash with Hood River County | 971,982 | \$139,051 | \$212,930 | 1,323,963 |
| Petty cash | 224 | | | 224 |
| Total Current Assets | 1,043,839 | 139,051 | 212,930 | 1,395,820 |
| TOTAL ASSETS | \$1,043,839 | \$139,051 | \$212,930 | \$1,395,820 |

LIABILITIES & FUND BALANCES

| | | | | |
|-----------------------------------|-------------|-----------|-----------|-------------|
| Liabilities | | | | |
| Current Liabilities | | | | |
| Payroll liabilities | \$2,712 | | | \$2,712 |
| Total Current Liabilities | 2,712 | 0 | 0 | 2,712 |
| Total Liabilities | 2,712 | 0 | 0 | 2,712 |
| Fund Balances: | | | | |
| Unassigned | 1,041,127 | 139,051 | 212,930 | 1,393,108 |
| TOTAL LIABILITIES & FUND BALANCES | \$1,043,839 | \$139,051 | \$212,930 | \$1,395,820 |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Cash Basis
For the Nine Months Ended March 31, 2026

| | General Fund | Grants Fund | Capital Equipment Reserve Fund | Total |
|--|--------------------|------------------|---|--------------------|
| Revenues: | | | | |
| Donations and grants | \$0 | \$78,325 | | \$78,325 |
| Property tax revenues - current year | 1,266,269 | | | 1,266,269 |
| Property tax revenues - prior year | 13,234 | | | 13,234 |
| Fines and fees | 5,241 | | | 5,241 |
| Intergovernmental revenue | 747 | 5,347 | | 6,094 |
| Interest revenue | 32,565 | | \$4,806 | 37,371 |
| Grants and donations | 0 | | | 0 |
| Miscellaneous | 0 | | | 0 |
| Total Revenues | <u>1,318,056</u> | <u>83,672</u> | <u>4,806</u> | <u>1,406,534</u> |
| Expenditures: | | | | |
| Personal services: | | | | |
| Wages and salaries | 472,984 | | | 472,984 |
| Employee benefits | 174,296 | | | 174,296 |
| Other | 2,500 | | | 2,500 |
| Total Personal Services | <u>649,780</u> | <u>0</u> | <u>0</u> | <u>649,780</u> |
| Materials and services: | | | | |
| Bank charges | 722 | | | 722 |
| Bookmobile | 3,552 | | | 3,552 |
| Building rental | 15,910 | | | 15,910 |
| Building maintenance | 27,389 | 1,674 | | 29,063 |
| HVAC | 19,599 | | | 19,599 |
| Elevator | 5,343 | | | 5,343 |
| Telephone | 6,324 | | | 6,324 |
| Internet | 5,885 | | | 5,885 |
| Collection development | 64,704 | 16,988 | | 81,692 |
| Technology | 20,011 | | | 20,011 |
| Accounting and auditing | 26,895 | | | 26,895 |
| Courier | 3,355 | | | 3,355 |
| Custodial services | 31,850 | | | 31,850 |
| Technical services | 4,295 | | | 4,295 |
| Library consortium | 20,317 | | | 20,317 |
| Copiers | 7,932 | | | 7,932 |
| Elections expense | 3,258 | | | 3,258 |
| Furniture and equipment | 3,314 | 603 | | 3,917 |
| Insurance | 53,156 | | | 53,156 |
| Georgiana Smith Memorial Garden | 16,175 | | | 16,175 |
| Legal services | 2,373 | | | 2,373 |
| Professional services | 5,027 | | | 5,027 |
| Dues and subscriptions | 5,192 | | | 5,192 |
| Miscellaneous | 2,839 | 32 | | 2,871 |
| Postage and freight | 1,199 | | | 1,199 |
| Printing | 1,164 | | | 1,164 |
| Programs | (140) | 74,872 | | 74,732 |
| Advertising | 394 | | | 394 |
| Supplies - office | 11,960 | | | 11,960 |
| Travel | 2,062 | | | 2,062 |
| Training | 4,295 | | | 4,295 |
| Board development | 0 | | | 0 |
| Electricity | 16,410 | | | 16,410 |
| Garbage | 1,523 | | | 1,523 |
| Natural gas | 5,915 | | | 5,915 |
| Water & sewer - building | 4,178 | | | 4,178 |
| Total Materials and Services | <u>404,377</u> | <u>94,169</u> | <u>0</u> | <u>498,546</u> |
| Capital outlay | 0 | 0 | 25,707 | 25,707 |
| Total Expenditures | <u>1,054,157</u> | <u>94,169</u> | <u>25,707</u> | <u>1,174,033</u> |
| Revenues Over (Under) Expenditures | <u>263,899</u> | <u>(10,497)</u> | <u>(20,901)</u> | <u>232,501</u> |
| Other Financing Sources (Uses) | | | | |
| Operating transfers in | | | 50,000 | 50,000 |
| Operating transfers out | (50,000) | | | (50,000) |
| Total Other Financing Sources (Uses) | <u>(50,000)</u> | <u>0</u> | <u>50,000</u> | <u>0</u> |
| Revenues and Other Financing Sources (Uses) Over (Under) Expenditures | 213,899 | (10,497) | 29,099 | 232,501 |
| Fund Balance - July 1, 2025 | 827,228 | 149,548 | 183,831 | 1,160,607 |
| Fund Balance - March 31, 2026 | <u>\$1,041,127</u> | <u>\$139,051</u> | <u>\$212,930</u> | <u>\$1,393,108</u> |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
General Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Nine Months Ended
March 31, 2026

| | <u>Current Period</u> <u>Actual</u> | <u>Year to Date</u> <u>Actual</u> | <u>Annual</u> <u>Budget</u> |
|--------------------------------|--|--------------------------------------|--------------------------------|
| Revenues: | | | |
| Tax revenues - current | \$5,047 | \$1,266,269 | \$1,278,547 |
| Tax revenues - prior year | 3,721 | 13,234 | 10,000 |
| Interest revenue | 4,211 | 32,565 | 30,000 |
| Fines and fees | 623 | 5,241 | 4,000 |
| Intergovernmental revenue | 0 | 747 | 0 |
| Grants and donations | 0 | 0 | 0 |
| Miscellaneous | 0 | 0 | 0 |
| Total Revenues | <u>13,602</u> | <u>1,318,056</u> | <u>1,322,547</u> |
| Expenditures: | | | |
| Personal services: | | | |
| Wages and salaries: | | | |
| Library clerk I | 1,426 | 8,142 | 12,464 |
| Library clerk II | 11,434 | 113,262 | 155,334 |
| Library assistant I | 3,534 | 36,362 | 83,437 |
| Librarian I | 19,748 | 179,584 | 244,155 |
| Librarian II | 6,429 | 57,334 | 77,147 |
| Library director | 8,741 | 78,300 | 104,894 |
| Payroll taxes and benefits: | | | |
| Retirement | 4,010 | 37,272 | 52,962 |
| Social security | 3,838 | 34,285 | 51,847 |
| Workers' compensation | 240 | (765) | 1,500 |
| Health insurance | 9,120 | 98,096 | 152,490 |
| Unemployment insurance | 452 | 5,408 | 8,449 |
| Paid family and medical leave | 0 | 0 | 0 |
| Other | 0 | 2,500 | 0 |
| Total Personal Services | <u>68,972</u> | <u>649,780</u> | <u>944,679</u> |
| Materials and services: | | | |
| Bank charges | 105 | 722 | 500 |
| Bookmobile | 75 | 3,552 | 5,000 |
| Building rental | 1,391 | 15,910 | 20,000 |
| Building maintenance | 2,431 | 27,389 | 30,000 |
| HVAC | 1,137 | 19,599 | 20,000 |
| Elevator | 3,622 | 5,343 | 3,500 |
| Telephone | 1,085 | 6,324 | 8,000 |
| Internet | 239 | 5,885 | 8,000 |
| Collection development | 6,095 | 64,704 | 80,000 |
| Technology | 2,346 | 20,011 | 20,000 |
| Accounting and auditing | 0 | 26,895 | 35,000 |
| Courier | 541 | 3,355 | 4,200 |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
General Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Nine Months Ended
March 31, 2026

| | Current Period <u>Actual</u> | Year to Date <u>Actual</u> | Annual <u>Budget</u> |
|---|---------------------------------|-------------------------------|---------------------------|
| Custodial services | 5,850 | 31,850 | 37,000 |
| Technical services | 0 | 4,295 | 4,500 |
| Library consortium | 0 | 20,317 | 21,000 |
| Copiers | 1,035 | 7,932 | 8,000 |
| Elections expense | 0 | 3,258 | 0 |
| Furniture and equipment | 257 | 3,314 | 5,000 |
| Insurance | 26,578 | 53,156 | 29,000 |
| Georgiana Smith Memorial Garden | 973 | 16,175 | 20,000 |
| Legal services | 210 | 2,373 | 5,000 |
| Professional services | 423 | 5,027 | 5,000 |
| Membership dues | 121 | 5,192 | 5,000 |
| Miscellaneous | 0 | 2,839 | 4,000 |
| Postage and freight | 21 | 1,199 | 2,000 |
| Printing | 167 | 1,164 | 2,000 |
| Programs | 0 | (140) | 13,000 |
| Advertising | 266 | 394 | 2,500 |
| Office supplies | 1,278 | 11,960 | 20,000 |
| Travel | 108 | 2,062 | 5,000 |
| Training | 1,245 | 4,295 | 3,000 |
| Board development | 0 | 0 | 1,500 |
| Parking reimbursement | 0 | 0 | 500 |
| Electricity | 1,704 | 16,410 | 22,000 |
| Garbage | 159 | 1,523 | 2,300 |
| Natural gas | 1,315 | 5,915 | 10,000 |
| Water & sewer - building | 473 | 4,178 | 6,000 |
| Total Materials and Services | <u>61,250</u> | <u>404,377</u> | <u>467,500</u> |
| Capital Outlay | <u>0</u> | <u>0</u> | <u>0</u> |
| Contingency | 0 | 0 | 100,000 |
| Total Expenditures | <u>130,222</u> | <u>1,054,157</u> | <u>1,512,179</u> |
| Other Financing Sources (Uses) | | | |
| Operating transfers In | 0 | 0 | 0 |
| Operating transfers out | 0 | (50,000) | (50,000) |
| Total Other Financing Sources (Uses) | <u>0</u> | <u>(50,000)</u> | <u>(50,000)</u> |
| Change in Fund Balance | <u><u>(\$116,620)</u></u> | <u><u>\$213,899</u></u> | <u><u>(\$239,632)</u></u> |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
Capital Equipment Reserve Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Nine Months Ended
March 31, 2026

| | <u>Current Period</u> <u>Actual</u> | <u>Year to Date</u> <u>Actual</u> | <u>Annual</u> <u>Budget</u> |
|--------------------------------|--|--------------------------------------|--------------------------------|
| Revenues: | | | |
| Interest revenue | \$242 | \$4,806 | \$6,000 |
| Other Financing Sources | | | |
| Transfer from General Fund | 0 | 50,000 | 50,000 |
| Total Revenues and | | | |
| Other Sources | <u>242</u> | <u>54,806</u> | <u>56,000</u> |
| Expenditures: | | | |
| Materials and services | 0 | 0 | 0 |
| Capital outlay | 3,592 | 25,707 | 75,000 |
| Total Expenditures | <u>3,592</u> | <u>25,707</u> | <u>75,000</u> |
| Change in Fund Balance | <u><u>(\$3,350)</u></u> | <u><u>\$29,099</u></u> | <u><u>(\$19,000)</u></u> |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
Grants Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Nine Months Ended
March 31, 2026

| | Current Period Actual | Year to Date Actual | Annual Budget |
|-------------------------------------|--------------------------|--------------------------|---------------------------|
| Revenues: | | | |
| Donations and grants | \$0 | \$78,325 | \$320,000 |
| Intergovernmental revenue | 0 | 5,347 | 0 |
| Total Revenues | <u>0</u> | <u>83,672</u> | <u>320,000</u> |
| Expenditures: | | | |
| Personal services: | | | |
| Wages and salaries: | | | |
| Library clerk I | 0 | 0 | 4,000 |
| Library clerk II | 0 | 0 | 4,400 |
| Library assistant II | 0 | 0 | 0 |
| Payroll taxes and benefits: | | | |
| Social security | 0 | 0 | 750 |
| Workers' compensation | 0 | 0 | 250 |
| Unemployment insurance | 0 | 0 | 100 |
| Other personal services | | | 500 |
| Total Personal Services | <u>0</u> | <u>0</u> | <u>10,000</u> |
| Materials and services: | | | |
| Building maintenance | 0 | 1,674 | 0 |
| Internet | 0 | 0 | 0 |
| Collection development | 357 | 16,988 | 75,000 |
| Technology | 0 | 0 | 50,000 |
| Programs | 18,119 | 74,872 | 100,000 |
| Furniture and equipment | 0 | 603 | 60,000 |
| Miscellaneous | 0 | 32 | 0 |
| Office supplies | 0 | 0 | 0 |
| Other materials and services | 0 | 0 | 60,000 |
| Total Materials and Services | <u>18,476</u> | <u>94,169</u> | <u>345,000</u> |
| Capital outlay | 0 | 0 | 100,000 |
| Total Expenditures | <u>18,476</u> | <u>94,169</u> | <u>455,000</u> |
| Change in Fund Balance | <u><u>(\$18,476)</u></u> | <u><u>(\$10,497)</u></u> | <u><u>(\$135,000)</u></u> |

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY
Schedule of Revenues, Expenditures, and
Changes in Fund Balance - Cash Basis
Grants Funds

For the Nine Months Ended March 31, 2026

| | Newspaper Digitization | Foundation Grants | Other Grants | Friends of the Library | Pat Hazelhurst | CARES Act | R2R 2024 | R2R 2025 | Carnegie | Total |
|--------------------------------------|------------------------|-------------------|----------------|------------------------|-----------------|----------------|--------------|----------------|-----------------|------------------|
| Revenues: | | | | | | | | | | |
| Donations and grants | \$0 | \$30,000 | \$2,725 | \$22,600 | \$13,000 | \$0 | \$0 | \$5,347 | \$10,000 | \$78,325 |
| Intergovernmental revenue | | | | | | | | | | 5,347 |
| Total Revenues | <u>0</u> | <u>30,000</u> | <u>2,725</u> | <u>22,600</u> | <u>13,000</u> | <u>0</u> | <u>0</u> | <u>5,347</u> | <u>10,000</u> | <u>83,672</u> |
| Expenditures: | | | | | | | | | | |
| Personal services | | | | | | | | | | 0 |
| Wages and salaries | | | | | | | | | | 0 |
| Employee benefits | | | | | | | | | | 0 |
| Total Personal Services | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Materials and services: | | | | | | | | | | |
| Building maintenance | | 1,674 | | | | | | | | 1,674 |
| Collection development | | 14,102 | 1,424 | 1,462 | | | | | | 16,988 |
| Furniture and equipment | | 553 | | 50 | | | | | | 603 |
| Miscellaneous | | | | | 32 | | | | | 32 |
| Programs | | 40,058 | 6,226 | 15,885 | 8,886 | | 213 | 3,604 | | 74,872 |
| Total Materials and Services | <u>0</u> | <u>56,387</u> | <u>7,650</u> | <u>17,397</u> | <u>8,918</u> | <u>0</u> | <u>213</u> | <u>3,604</u> | <u>0</u> | <u>94,169</u> |
| Capital outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Expenditures | <u>0</u> | <u>56,387</u> | <u>7,650</u> | <u>17,397</u> | <u>8,918</u> | <u>0</u> | <u>213</u> | <u>3,604</u> | <u>0</u> | <u>94,169</u> |
| Net Change in Fund Balance | <u>0</u> | <u>(26,387)</u> | <u>(4,925)</u> | <u>5,203</u> | <u>4,082</u> | <u>0</u> | <u>(213)</u> | <u>1,743</u> | <u>10,000</u> | <u>(10,497)</u> |
| Fund Balance - July 1, 2025 | 338 | 122,175 | 6,194 | 4,285 | 10,958 | 1,781 | 213 | 3,604 | 0 | 149,548 |
| Fund Balance - March 31, 2026 | <u>\$338</u> | <u>\$95,788</u> | <u>\$1,269</u> | <u>\$9,488</u> | <u>\$15,040</u> | <u>\$1,781</u> | <u>\$0</u> | <u>\$5,347</u> | <u>\$10,000</u> | <u>\$139,051</u> |

See Independent Accountants' Compilation Report



LEASE AGREEMENT 2026-2027

This lease is made and entered into by and between Hood River County Library District. (LESSEE) hereinafter called "HRCLD", and Hood River County School District (LESSOR) hereinafter called the "DISTRICT."

1. Description of Premises

- a) The DISTRICT hereby leases to HRCLD and HRCLD leases from the DISTRICT a portion of certain real property commonly known as the Cascade Elementary School, located at 300 Wa Na Pa Street, Cascade Locks, Oregon referred to herein as ("Property"). Specifically, the DISTRICT agrees to allow use of Rooms 11 and 13 of the Property and common areas of the Property needed for bathroom facilities, ingress, and egress for use by HRCLD to locate its Cascade Locks branch library.

- b) *HRCLD agrees:*
 - to adhere to all School Board Policies and Rules;
 - that all use shall be scheduled with the Facilities Use Coordinator for the use of the CL Rooms #11 & 13 including access to restrooms;
 - that the premise shall be used and occupied in a safe and proper manner; that no nuisance, trade or custom that is unlawful or hazardous shall be permitted therein; and,
 - that no waste shall be committed upon, nor any damage be done to said premises.

2. Term

The term of the lease shall be for a period of 12 months beginning July 1, 2026 and ending June 30, 2027. Either party may cancel this lease at any time with 120 days written notice to the other party. Notwithstanding the foregoing, DISTRICT may terminate this Agreement immediately and without notice if it is found that HRCLD has failed to follow any regulations, orders, or guidance as provided by the CDC and federal, state, and local governments.

3. Rent

HRCLD shall pay to the DISTRICT rent of \$0.83493 per square foot for a total of \$1,432.74 per month based upon 1,716 square feet. Said rent includes payment for utilities (water, sewer, electricity, trash service, internet, basic custodial services and cleaning supplies). Any rent due shall be payable on the 1st day of each month with the first payment due on or before the first day of the lease agreement. Rent will be mailed to Hood River County School District, Attn: Business Services, 1011 Eugene, Hood River, OR 97031. Rent for partial months shall be pro-rated.

4. Insurance and Indemnity

- a) Subject to any and all limitations, exclusions, and notice requirements of the Oregon Tort claims Act (ORS 30.260 through 30.300) and the constitution of the State of Oregon, each party shall be responsible for their own acts and those of its officers, employees, or agents. The parties agree that they will hold harmless, waive, release, indemnify, defend, and discharge each other from all liability and claims arising from each party's own acts and omissions. The parties agree to this defense and indemnification to the fullest extent allowed by law, which includes liability and claims arising from negligent acts or omissions. Each party agrees to have adequate general liability coverage to cover any tort claim that could arise from this agreement including coverage for sexual molestation and abuse, and injuries to the head, brain, neck and spine.
- b) Neither party shall be liable to the other (or to the other's successors or assigns) for any loss or damage caused by fire or any of the risks enumerated in a standard fire insurance policy with an extended coverage endorsement, and in the event of insured loss neither party's insurance company shall have a subrogated claim against the other.
- c) Sexual Conduct and Abuse Provision. HRCLD acknowledges the School District's obligations related to abuse and sexual conduct. If there are reports or allegations of sexual conduct or abuse involving one of HRCLD's employees, HRCLD agrees to immediately remove that employee from providing services to the School District. HRCLD will follow the School District's requests for removal of such employees following a report or allegation. HRCLD will cooperate in any investigation being conducted by School District, law enforcement, DHS, ODE and/or TSPC. HRCLD has received information regarding abuse and sexual conduct and the School District will provide current information to HRCLD on an annual basis. HRCLD will provide information necessary for district to perform background checks on any employee who may have direct, unsupervised contact with students, in accordance with state law and district policy. All of HRCLD's employees who may have direct, unsupervised contact with students, will complete the School District's sexual conduct and child abuse training program prior to having direct, unsupervised contact with students.

5. Assignment

HRCLD shall not assign this lease, or any interest therein, or any portion thereof; nor shall HRCLD sublet any portion of the demised premises, nor permit any other person to occupy or use said premise or any part thereof, without first obtaining the written consent of the DISTRICT. There shall be no personal storage use on the leased premises.

6. Alcohol, Drugs, and Weapons

The HRCLD shall familiarize itself with all District policies regarding Alcohol, Drugs, and Weapons. HRCLD shall comply with all the conditions of said policies. HRCLD understands that the DISTRICT does not allow any alcoholic beverages, tobacco products, drugs, or weapons on DISTRICT property, and agrees to uphold these and other conditions contained in its policies and procedures.

7. Inspection of Premises

The DISTRICT and its representatives shall have the right to search or inspect the premises, fixtures, and equipment at any time.

8. Alterations and Additions

Except as set forth in the attached Appendix A, HRCLD shall make no alterations or additions to the leased premises without prior written consent of the DISTRICT, which all reasonable requests will be considered, and any permanent improvements to the leased premises made by HRCLD shall remain the property of the DISTRICT at the termination of this lease, except as otherwise provided below.

9. Taxes

Under the provisions of ORS 307.112, certain real property tax savings resulting from the exemption of the property leased herein shall be to the benefit of the DISTRICT. In future tax years, in the event for reasons not foreseen, if the DISTRICT loses the tax exemption status for the space defined in this lease, then, for purposes of this lease, an adjustment to the rent shall be negotiated which will accommodate the increased tax burden to the DISTRICT.

10. Possession and Surrender of Premises

HRCLD agrees to return to the DISTRICT said premises at the expiration of this lease, in good order and condition, usual wear and tear and damage by the elements excepted, and also to remain liable for rent until all the premises, with keys to the same being returned to the DISTRICT in like good order, and no demand or notice of such delivery shall be necessary. At the termination of this lease, all trade fixtures and equipment, unless a permanent improvement, provided or installed by the HRCLD, moveable partitions, furniture and equipment of HRCLD shall remain HRCLD property and may be removed from the leased premises.

Any property remaining on said premises belonging to the HRCLD remaining 60 days after the termination of the lease shall be considered property of the DISTRICT. At that time DISTRICT shall immediately remove all property in accordance with its policies and procedures.

11. Repairs and Maintenance

DISTRICT'S obligations:

- a) Repairs and maintenance of the roof and gutters, exterior walls, load bearing walls, structural members, and foundation. Repair and maintenance of interior walls, ceilings, doors, windows, and related hardware.
- b) Painting of exterior walls.
- c) Repair of sidewalks, driveways, curbs, parking areas, and areas used in common by HRCLD and the DISTRICT.
- d) Repair and maintenance of water, sewage, gas, electrical, and plumbing services.
- e) Repair and maintenance of the heating and air conditioning system.
- f) The DISTRICT shall be responsible for all other items listed in Appendix A, Item A.

HRCLD'S obligations.

- a) Any repairs necessitated by the negligence of HRCLD, its agents, employees, and invitees.
- b) All other repairs to the premises that the DISTRICT is not required to make under DISTRICTS's obligations above.
- c) All painting of interior walls, with approval of District Maintenance Director.
- d) The HRCLD shall be responsible for all costs for the approved repair or addition, including permitting and inspection.
- e) The HRCLD shall be responsible for all other items listed in Appendix A, Item B.

12. Governing Law

This lease shall be construed and enforced in accordance with the laws of the State of Oregon.

13. Amendments

No waivers, alterations or modifications of this lease or any agreements in connection therewith shall be valid unless duly executed in writing by both the DISTRICT and HRCLD.

14. Time is of the Essence

Time is of the essence of this lease

15. Force Majeure

Neither the School District nor HRCLD shall be responsible for delay, default, or termination of contract caused by any contingency beyond their control, including, but not limited to war or insurrection (whether declared or not); plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including, but not limited to quarantine or other restrictions as directed by state or federal government; compliance with any law or governmental order, rule, regulation or direction; strikes or lockouts by the Parties' own employees; walkouts by the Parties' own employees; fires; natural calamities; riots; or requirements of governmental agencies.

IN WITNESS WHEREOF, the undersigned DISTRICT and HRCLD have executed this lease in duplicate as of the date it is mutually executed.

**HOOD RIVER COUNTY
SCHOOL DISTRICT:**

**HOOD RIVER COUNTY
LIBRARY DISTRICT:**

_____ **Date**

_____ **Date**

**LEASE AGREEMENT
2026-2027**

APPENDIX A

This attachment is pertaining to the use of the Cascade Locks School, Rooms 11 & 13 for Hood River County Library District for the 2026-27 School Year, beginning July 1, 2026 through June 30, 2027. The DISTRICT and the HRCLD have mutually determined public hours of use for the Library. It is mutually agreed that the public will not access the Library or associated services on the Cascade Locks School campus outside the following hours of operation during the school calendar:

- Tuesday: 2:30 pm to 9 pm
- Wednesday: 10 am to 9 pm
- Thursday: 2:30 pm to 9 pm
- Friday 10 am to 9 pm
- Saturday: 8 am to 9 pm
- Sunday: 8 am to 9 pm

In addition, summer library programming may occur Tuesday through Sunday 8 am to 9 pm outside of the school calendar.

A. The DISTRICT'S obligations:

- a. Provide Internet access/web filtering service and Wi-fi
- b. Modify filtering for HRCLD equipment and networks as necessary for HRCLD to serve the general public
- c. Rooms will be keyed separately; senior HRCSD staff will retain access for emergency purposes.
- d. Provide six sets of key to access the building and library door.

B. HRCLD Obligations:

- a. Interior painting
- b. Carpet
- c. Telephone service
- d. Install library shelving in accordance with regulatory standards
- e. Provide screen and projector
- f. Signage for HRCLD, including hours of operation
- g. Computers and printers
- h. Create an emergency plan with protocols for obtaining emergency services and share with HRCSD
- i. Ensure the library is staffed appropriately at all operational times

Hood River County Library District
Initials:

Hood River County School District
Initials:

Date:

Date:
