

December 15, 2011  
Distribution Center, Wenatchee

Following a luncheon honoring Barbara Wolff for 14 years service, the December meeting of the North Central Regional Library Board of Trustees was called to order by Chair Deborah Moore. Board Members Jim Brucker, Gail Huntley, Jennifer Maydole, Alex McKay, and Barbara Wolff were in attendance. Executive Director Dean Marney, Director of Public Services Dan Howard, Finance Manager Sue DeWitz, and HR Manager Dixie Taylor were also present.

Guest Dawn Clark was introduced to members. Beginning January, 2012, Clark will be the Chelan County representative on the board, filling Barbara Wolff's position.

The Minutes and Agenda of the previous meeting were accepted as presented.

The Director discussed WLA's apology and request for NCRL to reconsider membership. After discussion, Maydole moved to rejoin WLA in 2012. Huntley seconded the motion, which passed unanimously.

The Director discussed negotiations with the City of Quincy regarding their Building Use and Maintenance Agreement. The City is asking for square footage be added to the contract beyond the 9,087 square feet of building space. After much discussion Maydole moved that the Quincy contract be based on 9,087 square feet. Wolff seconded the motion, which passed unanimously.

The Director's report included Trustees, Quincy, Chelan, Koha, phones, and buildings. The new Quincy Library is ready to open. The City of Chelan has hired an architect to remodel the Masonic Building for the new Chelan Library quarters. Employees have been trained on the new KOHA system, which will be launched in January. PUD upgrade and training have delayed implementing the new phone system until February. Howard is searching for financial support to move the Wenatchee Children's Room to the lower level.

Howard presented the November Branch Report. The Quincy Library move, with the help of local volunteers, was fast and easy. The Library is scheduled to open on Monday, December 19th. Training included KOHA, planning for a customer service workshop in spring of 2012, and several staff members attended the annual Employment Law Update sponsored by Apple Valley Human Resources Association and led by attorney Gil Sparks.

A Financial Report including fund balances, a listing of bills to be paid, and payroll was presented. Fund balances at the Chelan County Treasurer's office as of November 30, 2011 were reviewed: General Fund \$10,057,787.10,

Automation Fund \$483,601.66, Facility Improvement Fund \$460,185.34, Payroll Fund \$1,219,900.76 and Endowment Funds \$431,655.51. After reviewing revolving fund expenditures, payroll and bills to be paid in December, Wolff moved that vouchers #56373 through #56507 in the amount of \$508,304.70 and payroll in the amount of \$298,144.31 be approved for payment. Brucker seconded the motion which passed unanimously. The Board reviewed expenditures from the Endowment Funds. Maydole moved that vouchers #0119 through #0120 in the amount of \$539.92 be approved for payment. Wolff seconded the motion which passed unanimously. Designated Funds expenditures were reviewed. After review Huntly moved that voucher #0113 be approved for payment in the amount of \$25,992.85. McKay seconded the motion, which passed unanimously.

The Final 2012 Budget and the Director's 2010 Budget Statement was reviewed. Adjustments to cash carryover, expenditures and revenues from the draft presented in November and the assumed tax levy rate were discussed. After review and discussion, Resolution 11-06: Resolution Approving and Adopting Fiscal 2012 Annual Budget and Tax Levy Rate for 2012 Assessment was presented. Wolff moved to approve and adopt the budget and levy rate as presented. Brucker seconded the motion, which passed unanimously.

After discussing meeting dates for January, 2012, and the time line of preparing 2011 final payroll and bills as well as 2012 payroll and bills, it was decided the next meeting of the North Central Regional Library Board of Trustees will be held January 19, 2012 at 1:00 p.m. at the Distribution Center in Wenatchee WA. This is a deviation from the regular schedule of the second Thursday of the month.

The Trustees thanked Barbara Wolff for her service to the library district for the last 14 years, and welcomed Dawn Clark.

There being no further business the meeting was adjourned.

Respectfully Submitted



Dean Marney, Executive Director



Deborah Moore, Chairperson