

**North Central Regional Library**  
**Board Minutes**

February 11, 2016

**I. Call to Order**

Vice Chairperson Schmidt called to order the February meeting of the North Central Regional Library Board of Trustees at 12:56 p.m. on February 11, 2016 at the Distribution Center in Wenatchee.

**II. Roll Call**

The following persons were present: Board Members Jim Brucker, Alec McKay, Gail Huntley, \*Deborah Moore, Dana Schmidt and Traci Sheffield. Dan Howard, Executive Director, Brian Picchi, Finance Manager, Barbara Walters, Director of Library Services, Angela Morris, Associate Director of Public Services, Chad Roseburg, Assistant Director of IT, Dixie Taylor, Payroll Manager, \*\*Anne Brangwin, Outreach Technician, and Linda Boese, Accounts Payable.

\*Deborah Moore attended the meeting remotely via Facetime.

\*\*Anne Brangwin attended the meeting at 1:45 pm.

**III. Approval of Agenda:**

The agenda for the February 11, 2016 meeting was accepted as presented.

**IV. Approval of Minutes:**

The minutes of the previous meeting on January 14, 2016 were accepted as presented.

**V. Director's Report:**

**a. Personnel:**

There are no changes in personnel this month.

The United Way of Chelan and Douglas Counties has invited Angela to serve on their Community Investment panel. She will evaluate grant funding requests from local nonprofit organizations.

**b. Training:**

Teen Services Manager Luke Ellington presented a "Creating a Mobile Makerspace" webinar for the Washington State Library on Tuesday, February 2<sup>nd</sup>. The webinar was part of the Washington State Library's "First Tuesday" training series and described our experience developing makerspace programs. Twenty-six librarians from 15 states participated in the webinar.

c. **Programs:**

Luke Ellington has started working with youth at the Chelan County Juvenile Center. On February 3<sup>rd</sup>, Luke brought a deposit collection to the center's detention facility and met with nine teenagers and two teachers. Luke plans to present programs at the detention facility twice each month.

Photographer John Marshall presented his "Wildfires: a Historical and Modern Perspective" program to 25 people at the Okanogan Library on February 3<sup>rd</sup>, 35 people at the Curlew Library on February 4<sup>th</sup>, and to 19 people at the Republic Library on February 5<sup>th</sup>.

Almost 200 people attended author Geraldine Brooks' program featuring "The Secret Chord" at the distribution center on January 27<sup>th</sup>.

d. **Facilities:**

Carpet installation was completed at the distribution center on January 18<sup>th</sup>.

e. **Friends:**

Microsoft has donated \$8,000.00 to the Quincy Valley Library Foundation. The foundation will divide the donation between the Quincy and George Libraries.

f. **Balanced Scorecard:**

We have established our Balanced Scorecard goals for 2016. Among other priorities, we will increase the number of book clubs we serve and reduce Mail Order Library mailing costs.

g. **Board Retreat:**

Dan presented several facilities within the library district that provide venues for planning retreats.

**VI. Financial Reports:**

- a. A financial report including current revolving fund expenditures, fund balances and a listing of bills to be paid was presented to the Trustees. Fund balances at the Chelan County Treasurer's Office as of **January 31, 2016** were as follows: General Fund \$16,619,707.15, Automation Fund \$561,843.19, Facility Improvement Fund \$427,023.45, Vehicle Fund 100,000.00, Payroll Fund \$1,327,533.03 and Endowment Funds \$314,888.14. **Deborah Moore moved that vouchers #62450 through #62546 be approved for payment in the amount of \$528,582.37, payroll in the amount of \$349,724.82 and travel in the amount of \$72.00 be approved for payment. Alec McKay seconded the motion, which passed unanimously. Jim Brucker moved that Endowment Fund vouchers #206 through #207 be approved for payment in the amount of \$48.24. Traci Sheffield seconded the motion which passed unanimously.**

- b. Voucher Amendment – 2015 Budget: **Gail Huntley moved that Voucher No. 62411 in the amount of \$130.00 be amended as presented. Deborah Moore seconded the motion, which passed unanimously.**

**VII. Resolution 16-04:**

- a. Resolution 16-04: Cancellation of Outstanding Warrants. **Traci Sheffield moved to accept the resolution as presented. Deborah Moore seconded the motion, which passed unanimously.**

**VIII. Resolution 16-05:**

- a. Resolution 16-05: Increase in Deposit Bank Account. **Jim Brucker moved to accept the resolution as presented. Alec McKay seconded the motion, which passed unanimously.**

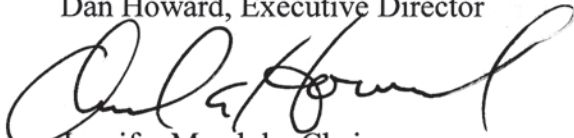
**IX. Board Discussion:**

- a. The board reviewed retreat options, and discussed available dates for July 2016.

The next regular meeting of the Board of Trustees is scheduled for Thursday, March 10, 2016 at the Distribution Center, Wenatchee, WA. There being no further business the meeting was adjourned.

Respectfully Submitted,

Dan Howard, Executive Director



Jennifer Maydole, Chairperson

