

North Central Regional Library
Board Minutes

February 16, 2017

I. Call to Order

Chairperson Schmidt called to order the February meeting of the North Central Regional Library Board of Trustees at 12:57 p.m. on February 16, 2017 at the Distribution Center in Wenatchee.

II. Roll Call

The following persons were present: Board Members Jim Brucker, Gail Huntley, Jennifer Maydole, *Deborah Moore, Dana Schmidt and Traci Sheffield. Dan Howard, Executive Director, Barbara Walters, Deputy Director, Angela Morris, Director of Public Services, Brian Picchi, Associate Director of Finance, Chad Roseburg, Associate Director of IT, Dixie Taylor, HR/Payroll Manager, and **Anne Brangwin, Outreach Specialist.

* Deborah Moore attended the meeting remotely via Facetime.

** Anne Brangwin joined the meeting at 1:50 p.m.

III. Approval of Agenda:

Jennifer Maydole moved to approve the agenda for the February 16, 2017 regular Board meeting as presented. Traci Sheffield seconded the motion, which passed unanimously.

IV. Approval of Minutes:

Jim Brucker moved to approve the minutes of the previous meeting on January 19, 2017 as presented. Traci Sheffield seconded the motion, which passed unanimously.

V. Director's Report

a. Personnel:

Wenatchee Area Librarian Courtney Tiffany has enrolled in a graduate librarianship program at the University of Washington's Information School.

Our new receptionist resigned and the position has been reopened.

b. Strategic Plan Update:

NCRL gathered its last patron survey on February 15th. NCRL employees will continue to conduct stakeholder interviews throughout February.

c. **Facilities:**

The Cashmere library closed early on January 17th, the Quincy and George Library closed on January 18th, and the Republic Library opened late on February 6th all due to extreme weather conditions.

d. **Proposed Resolutions:**

A draft “Competitive Bid Requirements & Exceptions” resolution is presented for review.

e. **Balanced Scorecard:**

Balanced Scorecard documents presented review goals accomplished in 2016 and plans for 2017.

f. **Annual Report:**

We plan to have our 2016 Annual Report finished by March 1st.

g. **Public Services Report:**

Angela Morris presented the February 2017 NCRL Branch Programs and Staff Training Reports. Two children’s programs were held at the Wenatchee Public Library. A Summer Camp Showcase at Pybus Market was represented by NCRL staff. An adult program for Summer Wood Alzheimer’s Care Unit Patients was presented by Suzi Chandler. Six unique STEM activities took place at Lewis and Clark Elementary School, Curlew and Republic libraries.

Kim Neher, Chad Roseburg, Brianna More, Sarah Fletcher provided NCRL’s “New Web Site” training to all NCRL staff. NCESD, “Birth to Three Training” was attended by Jessica Lynch.

VI. Financial Reports:

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, 2017** were as follows: General Fund **\$17,581,716.83**, Automation Fund **\$523,960.43**, Facility Improvement Fund **\$378,882.61**, Vehicle Fund **\$59,490.54**, Payroll Fund **\$1,333,383.10** and Endowment Funds **\$284,472.00**. **Jennifer Maydole moved that vouchers #64019 through #64170 be approved for payment in the amount of \$595,657.83, payroll in the amount of \$395,907.16, and travel in the amount of \$219.00 be approved for payment. Jim Brucker seconded the motion, which passed unanimously. Jim Brucker moved that Endowment Fund voucher #216 be approved for payment in the amount of \$178.91. Gail Huntley seconded the motion which passed unanimously.**

VII. Board Discussion

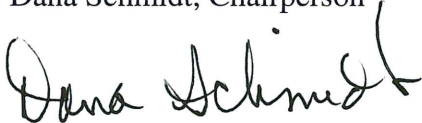
The Board discussed programs on the Confederated Tribes of The Colville Reservation.

The next regular meeting of the Board of Trustees is scheduled for Thursday, March 16, 2017 at the Distribution Center, Wenatchee, WA. There being no further business the meeting was adjourned.

Respectfully Submitted,

Daniel A. Howard, Executive Director

Dana Schmidt, Chairperson

A handwritten signature in black ink that reads "Dana Schmidt". The signature is written in a cursive style with a large, sweeping flourish at the end.