

**North Central Regional Library
Board Minutes**

July 16, 2015

I. Call to Order:

Chairperson Huntley called to order the July meeting of the North Central Regional Library Board of Trustees at 1:00 p.m. on July 16, 2015 at the Distribution Center in Wenatchee.

II. Roll Call:

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

* Traci Sheffield attended the meeting remotely via Highfive.

III. Approval of Agenda and Minutes from the June 11, 2015 meeting:

The agenda and minutes of the previous meeting were accepted as presented.

IV. Director's Report:

a. Personnel:

Lisa Lawless began her new job as our Cashmere Librarian on July 1st.

Soap Lake Librarian Aaron Loeffelbein has moved to the Ephrata Library, effective July 1st.

Carriann Forbis is our new Soap Lake Librarian and began work on July 9th.

Marlene Hutfles accepted a part-time position at the Ephrata Library.

b. Training:

Barbara, Angela, Kim Neher, Brianna Springer, and Sarah Knox attended "Communicate with Confidence: How to Build Relationships with Anyone!" at the Spokane Public Library on July 14th. The Washington State Library sponsored the training.

NCRL offered Biggest Loser workouts beginning on June 22nd as part of its wellness program. Biggest Loser activities are offered by the Wenatchee Racquet & Athletic Club and will continue throughout the summer.

c. **Washington State Library:**

NCRL partnered with the Washington State Library to represent libraries at the Association of Washington Cities Annual Conference in Wenatchee on June 23rd and 24th. A 3-D printer brought by NCRL's Luke Ellington and our Mayor's Maker Challenge banner attracted a lot of attention. I met with Washington State Librarian Rand Simmons on June 26th.

d. **Programs:**

The Wenatchee Public Library hosted author Cindy Hval discussing her book "War Bonds" on June 25th.

Local author Stephanie Kallos read passages from her novel, "Language Arts" at the Wenatchee Public Library on Monday, July 6th at 7 pm.

e. **Facilities:**

The Grand Coulee Library air conditioning unit broke on June 15th. Open hours were changed to 8 am – 4 pm and then to 8 am – 2 pm on July 7th. Regular hours resumed on July 13th. The Wenatchee Public Library lost air conditioning in public areas on July 13th. The distribution center server room air conditioner malfunctioned on June 18th and was repaired on June 23rd. Other air conditioning units at the distribution center failed on July 13th.

f. **Databases:**

NCRL replaced language-learning software Mango with the Rosetta Stone on July 1st.

g. **Strategic Planning:**

Our six-month Balanced Scorecard checkpoint shows that we are making progress on strategic initiatives.

V. Financial Report:

- a. A financial report including current revolving fund expenditures, fund balances and a listing of bills to be paid were presented to the Trustees. Fund balances at the Chelan County Treasurer's Office as of June 30, 2015 were as follows: General Fund \$17,625,250.42, Automation Fund \$586,272.63, Facility Improvement Fund \$409,811.32, Payroll Fund \$1,301,230.81 and Endowment Funds \$326,922.97. **Jim Brucker moved that vouchers #61603 through #61700 be approved for**

payment in the amount of \$561,461.93, payroll in the amount of \$347,853.46 be approved for payment. Deborah Moore seconded the motion, which passed unanimously. Deborah Moore moved that Endowment Fund vouchers #191 through #193 be approved for payment in the amount of \$1,057.00. Dana Schmidt seconded the motion which passed unanimously.

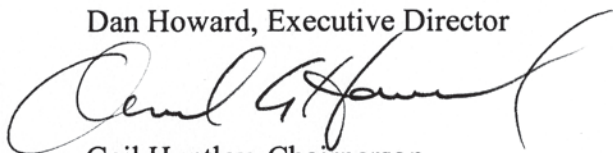
VI. Amendment:

- a. **Deborah Moore moved to pass an amendment to voucher 61505 initially recorded as Philadelphia Insurance and later changed to Noyd and Noyd Insurance. Jim Brucker seconded the motion which passed unanimously.**

The next regular meeting of the Board of Trustees is scheduled for Thursday, August 13, 2015 at the Distribution Center, Wenatchee, WA. There being no further business the meeting was adjourned.

Respectfully Submitted,

Dan Howard, Executive Director



Gail Huntley, Chairperson

