

North Central Regional Library

Board Minutes

May 10, 2018

I. Call to Order:

Secretary Sorom called to order the May meeting of the North Central Regional Library Board of Trustees at 12:57 p.m. on May 10, 2018 at the Distribution Center in Wenatchee.

II. Roll Call:

The following persons were present: Board Members Kathleen Allstot, Jim Brucker, Gail Huntley, Alec McKay, *Katherine Meade, and Denise Sorom. Barbara Walters, Acting Director, Angela Morris, Director of Public Services, Brian Picchi, Associate Director of Finance, Chad Roseburg, Associate Director of IT, Dixie Taylor, Payroll & Benefits Manager, Brianna More, HR Manager, Kim Neher, Adult Services Manager and Linda Boese, Accounts Payable.

* Katherine Meade was in attendance via telephone.

III. Approval of Agenda:

Jim Brucker moved to approve the agenda for the May 10, 2018 regular Board meeting as presented. Alec McKay seconded the motion, which passed unanimously.

IV. Approval of Minutes:

Jim Brucker moved to approve the April 14, 2018 regular meeting minutes. Gail Huntley seconded the motion, which passed unanimously.

V. Acting Director's Report:

New Business:

- **Capital Campaign Updates:**

- Wenatchee Friends of the Library Capital Campaign: Barbara invited Jeff Neher and Courtney Tiffany to the June Board meeting to give the Board an update.
- Winthrop Friends of the Library: Angela and Barbara met with three members of the Friends group on May 4th to get an update on the campaign.
- Royal City: There are two proposed sites for the new library. The mayor will be attending the next SHOC (Strengthening the Heart of the Community) meeting to discuss both locations. Barbara also plans to attend the May 24th meeting.

- **Staffing Update:**

- **Caleb Hermans** – new Soap Lake Librarian started May 1st.

- **Lily Rice** – new part time librarian who will work at Republic and Curlew started May 5th.
- **Vanessa Mejia** – new Wenatchee Public Library Librarian I started May 3rd.
- **Erin Fischer** – new HR Generalist started May 7th.
- **Betsey Stahler** – new Collection Development Librarian starts May 21st.

- **Strategic Plan Update:**

Barbara and Kim reviewed the 2018 Strategic Plan draft timeline and next steps for the Board, and proposed a new director be hired before finalizing the plan. Additionally, a committee was formed consisting of five librarians, one outreach manager, and two board members.

- **Statistics, Branch and Media Report:**

- Angela Morris presented the Circulation, Building Use and Program Reports, Youth Programs, Adult Programs, Outreach and Media Reports for April 2018.

- **STEM and Technology Report:**

- Chad Rosenberg presented the STEM report for April 2018.

- **Staff Training Report:**

- Brianna More presented the NCRL Staff Training Report for April 2018.

- **Old Business:**

- Save the date: Mail Order's 50th Birthday Celebration is on June 27th.

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 for February 2018 were as follows: General Fund \$13,605,276.04, Automation Fund \$2,013,180.14, Facility Fund \$377,986.76, Vehicle Fund \$789,929.44, WPL Facility Fund \$200,214.64, Payroll Fund \$1,348,744.77 and Endowment Fund 274,979.44. The financial reports for the March 2018 fund balances are not included due to a delay of Chelan County balancing the funds. **Gail Huntley moved to approve payment of the April payroll in the amount of \$438,078.48, Benefit Vouchers Nos. 66055-66060 in the amount of \$169,090.04 and May Vouchers Nos. 66061-66226. Kathleen Allstot seconded the motion which passed unanimously.**

VII. Board Discussion:

The Board discussed Barbara Walter's request to fund her pursuit of an Online Degree in Public Policy and Administration at the Evans School of Public Policy in Seattle. The Board decided to wait until a new director is hired before approving the request.

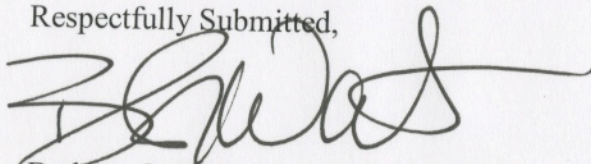
Executive Director Position:

Barbara Walters excused herself from the meeting, during the Board discussion regarding the Executive Director's position. She returned to the board meeting when the discussion ended.

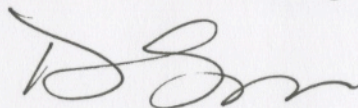
Brianna More provided an update to the status of hiring an Executive Director. JB Consulting received 12 applications from well-qualified candidates. JB Consulting will conduct initial telephone interviews to narrow the candidates to four to seven to present to the Board. The Board would then choose three candidates to interview in person. The Board agreed to have JB Consulting present the four to seven candidates at the next board meeting on June 14. Denise Sorom suggested the Trustees receive the applications to review in advance. Brianna More will follow up. Ideas were discussed about the in-person interview process.

The next regular meeting of the Board of Trustees is scheduled for Thursday, June 14, 2018 at the Distribution Center, Wenatchee, WA. There being no further business the meeting was adjourned.

Respectfully Submitted,



Barbara G. Walters, Acting Director



Denise Sorom, Secretary