

North Central Regional Library
Board Minutes

May 12, 2016

I. Call to Order

Chairperson Maydole called to order the May meeting of the North Central Regional Library Board of Trustees at 12:55 p.m. on May 12, 2016 at the Distribution Center in Wenatchee.

II. Roll Call

The following persons were present: Board Members Jim Brucker, Gail Huntley, Jennifer Maydole, Alec McKay, Deborah Moore, and Dana Schmidt. 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.

*Anne Brangwin joined the meeting at 2:14 pm.

III. Introduction of Visitors

- a. Jim Hemberry, Mayor, City of Quincy joined the meeting at 1:05 pm and left at 1:27 pm.
- b. Schiree Ybarra, Quincy Circulation Supervisor attended the meeting.

IV. Approval of Agenda:

The agenda for the May 12, 2016 meeting was accepted as presented.

V. Approval of Minutes:

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

VI. Visitor Comment:

- a. Jim Hemberry, Mayor, City of Quincy, requested the board of directors consider increasing the square footage used to calculate the fee for the library of Quincy. Mayor Hemberry distributed a packet of information for discussion.

VII. Director's Report:

a. **Personnel:**

There are no changes in personnel this month.

b. **Schools:**

Barbara is working with the Quincy School District on a project that makes notebook computers available for checkout at the George Library.

c. **Board Retreat:**

A Board Retreat Agenda draft is ready for review.

d. **Facilities:**

No bids were received to repair recent damage at the Royal City Library.

We are exploring a lighting project proposed by Public Utility District #1 of Chelan County. The Wenatchee Public Library lighting retrofit proposal cost is estimated to be \$125,000 of which the PUD would reimburse \$89,966. The remaining balance of \$35,034 would be shared by NCRL and the City of Wenatchee, if the City approves the project. Annual utility savings are estimated at \$6,424, which would also be shared with the City through our Shared Building Use and Maintenance Agreement.

We have received estimates to replace projectors, screens, and other media equipment for the distribution center's large meeting area and technology training lab of about \$30,000 each, a total of \$60,000.

After years of planning and fundraising, renovation of the Oroville Library has begun. Plans include restoring the maple flooring that was originally the gym floors of the old Oroville and Tonasket High Schools, expanding the library in the multipurpose room, a new entrance, and updated restrooms.

e. **Training:**

Dan attended a Government Performance Consortium training event in Renton on May 10th. The event was sponsored by the Washington State Auditor's Office and hosted by the Municipal Research and Services Center (MRSC) and the University of Washington Tacoma.

f. **Programs:**

An interview with our Columbia River Teens Read author for 2016, Gene Luen Yang, was featured in the May 2016 edition of American Libraries.

VIII. Associate Director of Public Services Report:

a. **Branch Programs:**

Wenatchee, April 14th, The Big Burn with Timothy Egan (650 attending).

Chelan, April 19th, John Marshall Wildfire Education (20 attending).

Ephrata, April 26th, Humanities Washington Llyn DeDannan "History in Your Backyard" (15 attending).

Moses Lake, April 27th, Humanities Washington Llyn DeDannan "History in Your Backyard", ten attended. (10 attending).

Entiat, April 29th, Literacy Fair (125 attending).

Wenatchee, April 30th, WPL staff and Bookmobile in Apple Blossom Youth Parade – won "best New Entry".

Manson, May 3rd, Literacy Fair (35 attending).

Entiat, May 5th, Humanities Washington Eric Davis "Rap 101" (3 attending).

Cashmere, May 7th, Cartoonist Dan McConnel (16 attending).

Chelan, May 10th, Humanities Washington Antonio Gomez "Saffron & Honey" (20 attending).

Ephrata, May 11th, Humanities Washington Antonio Gomez, "Saffron & Honey" (20 attending).

Wenatchee, May 11th, Rod Molzhan "Your History, Your Town, Your Story" (10 attending).

Royal City, May 11th, Humanities Washington Yesenia Hunter "Fandango" (30 attending).

a. **Staff Training:**

Advanced Koha Training was held in Wenatchee on April 19th and 20th. Twenty-one employees participated.

Luke Ellington attended the Bonny Becker, "How to Write Children's Books" in Spokane, April 27-29.

Koha Refresher Training was held in Wenatchee on April 26-29. Eighty employees participated.

Gaby Vasquez and Carriann Forbis attended the Washington Library Association Conference in Spokane, April 27-29.

Dixie Taylor and Brianna More attended a HR Summit in Wenatchee on May 3rd.

Supercharged Storytimes Training with Washington State Library took place in Sunnyside Library on May 10th with Sarah Knox, Jessica Lynch, and Leslie Marshall in attendance and in the Richland Library on May 10th with Gaby Vasquez attending.

Emergency Preparedness Training taught by employee Brianna More took place on May 11th in Wenatchee. Forty-six employees participated.

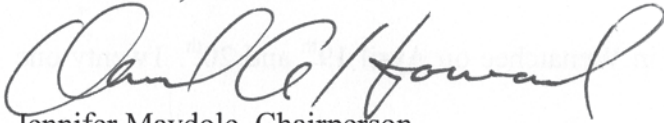
II. Financial Reports:

- 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 **April 30, 2016** were as follows: General Fund \$16,426,521.50, Automation Fund \$562,400.15, Facility Improvement Fund \$412,885.22, Vehicle Fund \$100,075.03, Payroll Fund \$1,328,849.03 and Endowment Funds \$315,121.85. **Gail Huntley moved that vouchers #62801 through #62950 be approved for payment in the amount of \$610,061.89, payroll in the amount of \$363,208.59, and travel in the amount of \$322.00 be approved for payment. Jim Brucker seconded the motion, which passed unanimously. Jim Brucker moved that Endowment Fund voucher #210 be approved for payment in the amount of \$312.48. Deborah Moore seconded the motion which passed unanimously.**

The next regular meeting of the Board of Trustees is scheduled for Thursday, June 16, 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

