

# North Central Regional Library

## Board Minutes

November 13, 2014

### I. Call to Order

Chairperson McKay called to order the November meeting of the North Central Regional Library Board of Trustees at 1:00 p.m. on November 13, 2014 at the Distribution Center, Wenatchee.

### II. Roll Call

The following persons were present: Board Members Jim Brucker, Jennifer Maydole, Alec McKay, and Dana Schmidt. Dan Howard, Executive Director, Brian Picchi, Finance Manager, Barbara Walters, Director of Library Services, Angela Morris, Assistant Director, Chad Roseberg, Systems Librarian, Sarah Knox, Children's Services Manager, Dixie Taylor, Payroll Manager, and Anne Brangwin, Administrative Assistant.

### III. Approval of Agenda and Minutes from previous meeting:

The agenda and minutes of the previous meeting were accepted as presented with a minor correction made to the minutes.

### IV. Director's Report:

- a. **Personnel:** Deirdre Beltran del Rio has accepted a 32 hour-per-week position at the Chelan Library. Children's Outreach Technician Abby Osborn began work in September. Waterville Librarian Tamara Larson has announced her plans to resign in December.
- b. **Programs:** Washington State Poet Laureate Elizabeth Austen presented programs at Leavenworth, Chelan, Waterville and Wenatchee Libraries. Literacy Fairs were held at the Manson, Leavenworth and Omak Libraries. Taylor coordinated Employee Benefits/Open Enrollment meetings in Quincy, Omak and at the Distribution Center in Wenatchee.
- c. **Training:** Oregon librarian Paige Bentley-Flannery presented **Art and Poetry Training** for children's programming on October 23<sup>rd</sup>. Shanna Brooks from the North Central Educational Service District presented **Common Core Training** on October 27<sup>th</sup>. Howard presented a workshop on Strategic Planning and the Balanced Scorecard on October 22<sup>nd</sup> for NCRL Managers. Walters and Morris attended **Google Leadership Training** in San Francisco November 6-9.



- d. **Law Enforcement:** A Search Warrant was issued to NCRL on October 28<sup>th</sup>.
- e. **Community Libraries:** Morris attended a City Council Meeting at Rock Island on October 23<sup>rd</sup>. Howard attended a Community Meeting in Curlew on October 30<sup>th</sup>.
- f. **Building Use and Maintenance Agreements:** Howard met with Republic mayor Jim Burnside on November 7<sup>th</sup>.
- g. **Grants:** NCRL has been awarded a **Digital Skills Training Grant** for the amount of \$38,873. Morris wrote the **NCRL Mobile Makerspace for Teens Grant** to provide educational programs related to digital literacy for rural youth. The grant is funded by the Bill & Melinda Gates foundation and administered by the Washington State Library.

V. **Resolution 14-09:** Transfer of Funds from General Fund in to Designated Funds. The Resolution authorizes the Chelan County Treasurer to transfer \$100,000.00 from the General Fund into the District Facility Improvement Fund (\$50,000.00), the Automation Development Fund (\$25,000.00), and the Payroll Emergency Fund (\$25,000.00). **Brucker moved to approve the Resolution as presented. Schmidt seconded the motion, which passed unanimously.**

VI. **Financial Report:**

- a. Fund Balances at the Chelan County Treasurer's Office as of October 31, 2014 were as follows: General Fund \$15,092,250.34, Automation Fund \$560,808.84, Facility Improvement Fund \$359,491.19, Payroll Fund \$1,275,197.63 and Endowment Funds \$323,294.18.
- b. **Maydole moved that vouchers #60463 through #60799 in the amount of \$891,216.11 and Payroll in the amount of \$ 325,549.38 be approved for payment. Brucker seconded the motion, which passed unanimously.**
- c. **The Board reviewed and discussed expenditures from the Endowment Funds. Maydole moved that voucher #182 in the amount of \$926.65 be approved for payment. Brucker seconded the 0000motion, which passed unanimously.**

VII. **2015 Budget Discussion:** The Board reviewed and discussed the Director's 2015 Budget Statement and the 2014 to 2015 Budget Comparison.

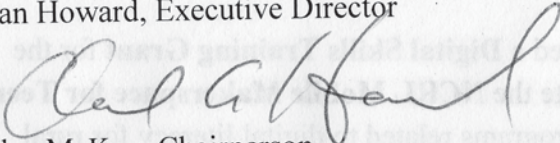
VIII. **Small Works Roster Discussion:** Picchi presented information to the Board about using MRSC Small Works Rosters Service.



The next regular meeting of the Board of Trustees is scheduled for Thursday, December 11, 2014 at the Distribution Center, Wenatchee WA. There being no further business the meeting was adjourned.

Respectfully Submitted,

Dan Howard, Executive Director



Alec McKay, Chairperson

