

North Central Regional Library
Board Minutes

September 15, 2016

I. Call to Order

Chairperson Maydole called to order the September meeting of the North Central Regional Library Board of Trustees at 1:01 p.m. on September 15, 2016 at the Distribution Center in Wenatchee.

II. Roll Call

The following persons were present: Board Members Gail Huntley, Jennifer Maydole, Alec McKay, Deborah Moore, Dana Schmidt and Traci Sheffield. 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, and Linda Boese, Accounts Payable.

III. Introduction of Visitors

- a. Frank Kuntz, Mayor, City of Wenatchee joined the meeting at 1:01 pm and left at 1:31 pm.

IV. Approval of Agenda:

Traci Sheffield moved to approve the agenda for the September 15, 2016 regular Board meeting as presented. Gail Huntley seconded the motion, which passed unanimously.

V. Approval of Minutes:

Deborah Moore moved to approve the minutes of the previous meeting August 11, 2016 as presented. Traci Sheffield seconded the motion, which passed unanimously.

VI. Visitor Comment:

- a. Frank Kuntz, Mayor, City of Wenatchee requested the board of directors consider financial assistance for city museums in the five counties under North Central Regional Library's administration.

VII. Director's Report:

a. Personnel:

Patricia Reed is a new part-time employee at the Omak Library. She began work on August 23rd.

Monica Sanchez started her new part-time position at the Chelan Public Library on August 30th.

Aina Spicer was hired as the new bilingual librarian for WPL. Her first day was September 6th.

Tera Miller began working as our George Librarian on September 12th.

Marisol Gomez has accepted the Mattawa Librarian position. Her first day will be September 19th.

b. Summer Reading Program:

Our 2016 Summer Reading Program produced 5,540,880 minutes read by children throughout the library district, a 22% increase over 2015.

c. NCRL Wellness:

NCRL hosted a Health Assessment at the Distribution Center on August 17th. Employees were able to get important health information provided by biometric screenings. Thanks to Dixie's hard work and encouragement, NCRL has achieved the 40% participation level necessary to reduce WCIF benefit costs by 4% earlier than any previous year.

d. Cities and Towns:

The City Clerk for the Town of Coulee City contacted us several weeks ago requesting information about the process of annexation into NCRL.

e. Funding Information Network:

A Funding Information Network open house was held at the Twisp Library on September 8th.

f. Facilities:

Bids for the Oroville Library renovation came in higher than anticipated. Renovation plans will be revised and the library will likely remain open throughout the project.

VIII. Associate Director of Public Services Report:

a. Youth Programs:

Old Fashioned Puppet Show with the NCRL Puppeteers, August 8th through August 19th. Performances were held at fifteen branch libraries.

NCRL's Science Extravaganza, August 8th through August 12th at nine branch libraries.

Susan Ballinger, Chelan-Douglas Land Trust: "Meet Your Neighborhood Mammals," August 29th, 30th and 31st.

a. **Other Youth Programs:**

Gailene Hooper, Republic, hosted an NCRL booth at the Ferry County Fair, September 2nd – 4th.

Quincy Library hosted a literacy fair on August 25th (75 attendees)

Moses Lake Library hosted Comic-con on September 10th (132 Attendees)

Wenatchee, Makerspace Program: Arduino Workshop August 25th (10 Attendees)

b. **Book-It Theatre:**

LEVEL UP by Gene Luen Yang, August 15th – 19th. Performances were held at nine branch libraries.

c. **Adult Programs:**

August 11, Twisp: Hank Cramer, Humanities WA "The Seven Tongues of Flame"

August 30, Anne Brangwin visited the Wenatchee Senior Center.

September 7, Moses Lake: Rod Molzahn, Local History "Your History, Your Towns Your Stories"

September 8, Quincy: Rod Molzahn, Local History "Your History, Your Towns Your Stories"

September 8, Twisp: Funding Information Network Open House

September 13, Cashmere: Bob Bartlett, Humanitoies WA "The Triple Nickle"

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d. **Staff Training:**

Koha Refresher: Distribution Center. September 6th (17 Staff Members), September 7th (21 Staff Members), September 9th (21 Staff Members).

Koha Payments: Distribution Center, September 13th (20 Staff Members).

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 **August 31, 2016** were as follows: General Fund **\$17,345,824.80**, Automation Fund **\$563,219.82**, Facility Improvement Fund **\$402,679.75**, Vehicle Fund **\$59,401.88**, Payroll Fund **\$1,330,785.76** and Endowment

Funds \$315,237.25. Deborah Moore moved that vouchers #63302 through #63414 be approved for payment in the amount of \$521,785.93, payroll in the amount of \$366,568.93, and travel in the amount of \$45.00 be approved for payment. Traci Sheffield seconded the motion, which passed unanimously.

III. Resolution 16-07:

- a. Resolution 16-01: Cancellation of Outstanding Warrants. Alex McKay moved to accept the resolution as presented. Gail Huntley seconded the motion, which passed unanimously.

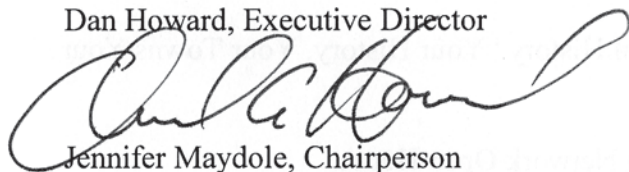
IV. 2017 Budget

- a. Dan and Brian presented the proposed 2017 Budget – Personnel Update and Major Projects & Transfers to the Board of Directors.
- b. The Board of Directors discussed the proposed budget.

The next regular meeting of the Board of Trustees is scheduled for Thursday, October 13, 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