

North Central Regional Library
Board Retreat Minutes

July 12, 2016

I. Call to Order

Chairperson Maydole called to order the July Board Retreat of the North Central Regional Library Board of Trustees at 9:05 a.m. on July 12, 2016 at Sun Mountain Lodge in Winthrop, WA.

II. Roll Call

The following persons were present: Board Members Jim Brucker, 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.

III. Approval of Agenda:

Traci Sheffield moved to approve the agenda for the July 12, 2016 Board Retreat as presented. Jim Brucker seconded the motion, which passed unanimously.

IV. Staff Presentations:

a. History & Overview of NCRL

Dan presented the history of NCRL from before the Demonstration project into its beginning in 1960 through today. A timeline, summaries, newspaper articles, current organizational chart and PowerPoint slides were presented and discussed.

Recess

The Board took a recess from 10:03a.m to 10:14a.m.

b. Financial History of NCRL, Statistics & Forecasts

Brian presented on the Fund Balance Designations, Fund Balance History, Levy & Assessment History, Revenue & Expenditure History, and 15-Year Forecasts. Summaries, spreadsheets, newspaper articles and PowerPoint slides were presented and discussed.

c. Library System Comparisons

Dan presented on Library Systems in Washington State, a map of Library Service, and Library Statistics. The map of Library Service, spreadsheets, and PowerPoint slides were presented and discussed.

d. Programs & Services (Part 1)

Barbara presented on Mail Order Service. Angela presented on Outreach to Schools, Bookmobile Service, Children's Services, and Teen Services. Chad presented on Makerspace Programs. PowerPoint slides were presented and discussed.

Recess

The Board took a recess from 12:27 p.m. to 1:20 p.m.

e. Programs & Services (Part 2)

Barbara presented on Adult Services. Angela presented on Book Clubs, Author Programs, Branches, and Community Engagement. PowerPoint slides were presented and discussed.

f. Collection

Dan presented on Collections. PowerPoint slides were presented and discussed.

g. Balanced Scorecard

Barbara presented on Balanced Scorecard. 2016 Balanced Scorecard, 2015 Balanced Scorecard, and PowerPoint slides were presented and discussed.

h. Trends

Dan presented on Trends for the future in the nation and the NCRL area. Statistics on population, Our Valley webpage, and PowerPoint slides were presented and discussed.

i. Road Ahead: Opportunities

Dan presented on the Road Ahead and Opportunities in the future. PowerPoint slides were presented and discussed.

V. Board Roundtable & Discussion:**a. Strategic Plan**

The Board considered the benefits of having a Strategic Plan covering the next 5 or 10 years, asking Staff to look into a Plan and bringing it to them in the future.

b. Board Goals & Priorities

Chairperson Maydole asked each of the Board members to describe their goals for NCRL, and things they would like to see accomplished.

i. Jennifer Maydole

- Reaching out to Special Needs individuals and families
- Every kid in every school having a library card
- Sensory disability story time and spaces in branches

ii. Traci Sheffield

- Ask Branch staff what they want and think is important

iii. Gail Huntley

- Public Relations, that the community knows what NCRL is offering
- Branches open longer
- More pay for staff

iv. Dana Schmidt

- Getting bookmobiles to preschools
- Spanish service and outreach
- Introducing children to books early
- Advocate for book clubs, emphasize that the reading and social aspect of book club participation exercises the mind and keeps it active
- Assisted living and adult services
- EBook and downloads are appreciated
- Seeing a book club at jails

v. Deborah Moore

- Public Relations, telling NCRL's story
- Raising wages to \$15 per hour
- Makerspace, expand throughout District
- Two bookmobiles
- Service to seniors
- Adequate technology to branches, getting them ready for future technology needs

vi. Jim Brucker

- Kid's programs, more of them
- Hiring more people for programs
- Another bookmobile, more frequent service and stops
- Hiring technology/makerspace staff, Chad's Army
- Staff involved in Chamber of Commerce, Visitor Center, that these organizations are aware of NCRL's services and are advocates for the library in their community
- Public Relations, become more visible, people need to know

vii. Alec McKay

- More technology for kids
- Changing hours, make branches consistent, open signs are helpful

- Reevaluate for people on the front lines
- More sophistication in budgeting

c. Website

The Board had questions about how Board information would be presented on the website, and discussed several of the options that had been presented in prior meetings.

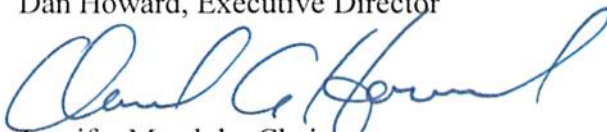
d. Board Education & Future Board Meetings

The Board discussed Board education, information that staff can provide, and how future Board meetings could be used for specific areas of interest that the Board may have.

The next regular meeting of the Board of Trustees is scheduled for Wednesday, July 13, 2016 at 9:00am at Sun Mountain Lodge in Winthrop, WA. There being no further business the Board Retreat was adjourned.

Respectfully Submitted,

Dan Howard, Executive Director



Jennifer Maydole, Chairperson

