

**NCW Libraries
Board of Trustees – December 18, 2025**

I. Call to Order

Board chair Kathleen Allstot called the meeting to order at 1:00 PM. The meeting was held in person at the NCW Libraries Distribution Center boardroom, with the option of attending virtually.

Attending trustees include Kathleen Allstot, Jim Mitchell, Sallie Stetson, Nancy Churchill, Nancy Spurgeon, and Melva Calloway

Attending NCW Libraries staff included: Executive Director Barbara Walters, Deputy Director Kimberly Neher, Interim Financial Director Mike Githens, Director of IT Aaron Floyd, Associate Director of Community Libraries Tim Dillman, Associate Director of Program & Resources, Summer Hayes, Communications and Engagement Manager Amanda Brack and Sr. HR Generalist Patty Garcia

II. Visitor and Public Comment

Guest Attendee: Brian Brett, Wenatchee Valley Fire Chief, Kevin Overbay, Chelan County Commissioner, Dina Walters, County Community Development Director, David Fennell, Wenatchee Valley Fire Commissioner Board Chair, and Jim Huffman, Chelan Douglas Regional Port Authority.

III. Consent Agenda Items

- a. December Meeting Agenda
- b. Minutes of November 20, 2025, Board meeting
- c. Payroll & Vouchers
 - i. November payroll: \$688,679.26 and benefits: \$219,887.81
 - ii. November accounts payable: \$377,221.70

Jim moved to approve the Consent Agenda as presented.

Melva seconded the motion. The motion passed unanimously.

IV. Guest Presenters

Kevin Overbay, Chelan County Commissioner and Dina Walters, County Community Development Director

Summary

Kevin provided an update regarding meetings with the board concerning the proposed revenue sharing agreement related to the Tax Increment Area (TIA). On December 9th, an initial proposal was presented. A follow-up meeting on December 12th resulted in a counterproposal, which Kevin described as a win-win outcome. He noted that the board is delaying action until January 17th to allow time for finalizing the agreement. To summarize, the first page details the original proposal, emphasizing that retaining new construction would add value while preserving existing infrastructure. The counterproposal demonstrates that if the levy lift is pursued, the Port would not receive benefit under the current structure. Under the revised

approach, new construction revenue would be directed to the TIF, rather than diminishing benefits to taxing districts.

Dina shared concerns related to the library system about how the library will be affected by up to five TIF districts. She outlined potential harms of new construction under the existing model. She emphasized the Port's goal of protecting taxing districts and preserving construction revenue. Dina stated that proposal is a win-win, allowing entities such as the library and other taxing districts to retain construction revenue.

Kevin shared a breakdown illustrating a proposed approach where a 50% contribution would be allocated towards new construction. He emphasized that the proposal results in no harm and represents a 1-to 1 win for all parties involved. Last, Kevin encouraged board members to support the representatives involved and expressed appreciation for the collaborative effort.

Jim moved to approve the counterproposal.

Nancy S. seconded the motion. The motion carried unanimously.

V. **Financial Report**

Interim Finance Director Mike Githens presented the November financial report. He reported that the County successfully closed the month and that interest revenue will be added. A more detailed update will be provided next month. He shared that the Tyler Systems will improve financial clarity as operations evolve and acknowledged ongoing challenges in defining services across programs such as CED, IPRO, and New Energy. Mike stated he will provide clearer financial context in future reports.

VI. **2026 Budget Presentation**

Board Chair Allstot opened the public hearing for the 2026 budget. Mike Githens, Interim Finance Director reviewed key highlights. A letter from Barbara included in the packet provides an overview, followed by descriptions of each fund and area. Mike reviewed changes across several funds, noting increased shared interest and a donation for the Cashmere Branch in Fund 643. The General Fund reflects a property tax levy resolution, a revenue decrease and modest expense changes primarily related to COLA, step increases, and administrative adjustments. There were no other substantive changes to the budget since the first hearing held last month.

VII. **Public Comment on 2026 Budget**

No community visitors, and no public comment was received on the budget. The public comment timeframe was closed 1:57 PM.

VIII. **Resolution 25-10 2025 Levy Increase Approval**

Nancy S. moved to approve the levy increase as presented.

Melva seconded. The motion passed unanimously.

IX. **Resolution 25-11 2026 Adopted Budget**

Nancy S. moved to approve the adopted budget as presented.

Jim seconded. The motion passed unanimously.

X. Resolution 25-12 2026 Board Meeting Calendar

**Jim moved to approve the calendar as presented.
Melva seconded. The motion passed unanimously.**

XI. Election of Board Officer

Kathleen directed the discussion regarding election of board officers for 2026. Nancy S. is interested in becoming the chair. Denise is interested in being the vice chair. Melva will continue to be secretary for the board.

**Jim moved to approve the new election of board officers.
Melva seconded. The motion passed unanimously.**

XII. Adjournment

The meeting was adjourned at 2:12 PM

Kathleen Allstot
Kathleen Allstot, Chair

Melva Calloway
Melva Calloway, Secretary

Signature: Melva Calloway
Melva Calloway (Jan 22, 2026 11:28:23 PST)

Email: grantcountyrep2@ncwlibraries.org

Signature: Kathleen Allstot
Kathleen Allstot (Jan 22, 2026 09:42:35 PST)

Email: grantcountyrep1@ncwlibraries.org









December 2025 Board Minutes - signatures

Final Audit Report

2026-01-22

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