

**NCW Libraries
Board of Trustees – August 20, 2026**

I. Call to Order

Vice Chair Denise Sorom 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.

Trustees Present: Denise Sorom, Kathleen Allstot, Nancy Churchill, Sallie Stetson, and Melva Calloway

Excused: Jim Mitchell and Nancy Spurgeon

NCW Libraries Staff Present: Barbara Walters, *Executive Director*; Kim Neher, *Deputy Director*; Mike Githens, *Interim Director of Finance*; Michele Kenny, *Associate Director of Finance*; Sheila Callihan, *Director of Human Resources*; Aaron Floyd, *Director of IT*; Summer Hayes, *Associate Director of Programs & Resources*; Tim Dillman, *Associate Director of Community Libraries*; Abby Osborn, *Children's Services Manager*; Amanda Lawson, *Capital Projects & Facilities Manager*; Sarah Fletcher, *Library Systems Manager*; Patty Garcia, *Sr. HR Generalist*

II. Visitor and Public Comment

Guest Attendee: None

Public Comment: No public comment was made.

III. Consent Agenda Items

- a. August Meeting Agenda
- b. Minutes of July 16, 2026 Board meeting
- c. Payroll & Vouchers
 - i. July payroll: \$672,628.42 and benefits: \$234,638.29
 - ii. July accounts payable: \$885,886.99

Kathleen moved to approve the Consent Agenda and approve payroll/AP as presented.

Nancy C. seconded the motion.

The motion passed unanimously.

IV. Reports

a. **Finance**

Mike Githens, Interim Director of Finance, reported that revenue and expenditures through July are trending within budget. Property tax revenue is seasonally lower, and we will know more in October and November. Most expenses are on track, with no current concerns. The Election Reserve Fund and

Fund 647 (Reimagining) continue to earn interest and remain within budget.

b. **Program & Services**

Summer Hayes, Programs and Resources, introduced Sarah Fletcher, Library Systems Manager, who oversees digital circulation, cataloging, and related data reporting. Sarah discussed efforts to improve data collection and reporting to demonstrate community impact and support strategic planning.

The Board discussed ways to present the data, including trends in digital circulation, foot traffic, program participation, holds and technology use. Sarah and Summer will explore ways to make data more accessible and meaningful to the Board and community.

Abby Osborn, Children's Services Manager, highlighted the impact of Storytime programs on early literacy, kindergarten readiness, social skills, and community connections. Storytime offerings have increased significantly, with expanded outreach to Head Start, parks and other community locations. Staff are continuing to evaluate program outcomes and ensure programming aligns with community needs.

c. **Community Libraries**

Tim Dillman, Associate Director of Community Libraries, highlighted improvements from the new library card system and strong participation in the Summer Library Program. He also noted progress on Reimagining Spaces, including successful reopening of the Cashmere Branch and the upcoming temporary relocation of the Chelan Branch operations.

d. **Reimagining Spaces**

Amanda Lawson, Capital Projects & Facilities Manager, provided an update on Reimagining Spaces. Cashmere Branch recently reopened and Chelan Branch is moving forward with a temporary pop-up location at the former hospital. Ephrata Branch renovation and demolition work has begun, with completion expected in 2027. Omak Branch's design is being revised to address budget constraints and community meeting space needs. Republic Branch project continues to progress in partnership with the city.

e. **Executive Director**

Barbara Walters, Executive Director, reported on an ongoing IRS matter regarding the health insurance filing for 2023. The Payroll/HR team is working with legal counsel and the IRS to resolve the issue.

V. Adjournment

The meeting was adjourned at 2:12 PM

Denise Sorom

Denise Sorom, Vice Chair

Melva Calloway

Melva Calloway, Secretary

Signature:



[Denise Sorom \(Sep 19, 2026 07:34:18 PDT\)](#)

Email: chelancountyrep1@ncwlibraries.org

Signature:



[Melva Calloway \(Sep 21, 2026 08:13:21 PDT\)](#)

Email: grantcountyrep2@ncwlibraries.org

August 2026 Board of Trustees Meeting Minutes

Final Audit Report

2026-09-21

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