November 15, 2012
Distribution Center, Wenatchee

The November meeting of the North Central Regional Library Board of Trustees was called to order by Chairperson Jim Brucker. Board Members Dawn Clark, Gail Huntley, and Jennifer Maydole were present. Dean Marney, Executive Director, Dan Howard, Director of Public Services, Sue Dewitz, Finance Manager, Dixie Taylor, Payroll Manager, Barbara Walters, IT Manager, Angela Morris, Children’s Services Manager and Anne Brangwin, Administrative Assistant were present as well.

The Agenda and Minutes of the previous meeting were accepted as presented.

The Director’s Report included Trustees, Personnel, Libraries, Litigation, and Buildings. Lynn Beltz retire from the Board after the December Meeting. The Ferry County Commissioners are currently looking for her replacement. 64% of NCRL employees completed the biometric testing for the Washington Counties Insurance Pool, which resulted in a 5% increase in health benefits instead of the projected 9%. Betty Simon has been hired as the new George Librarian. The second half of NCRL’s annual reimbursement payments to the cities is going out this month.

Marney and Howard concluded their speaking engagements regarding the case. They spoke at the Washington Association of Library Employees Conference in Chelan and The California Library Association in San Jose. The new blue neon trim for the Distribution Center has been installed. Marney and Howard have approved plans for the matching side table for the Boardroom.

Howard presented the November branch report. Betty Simon, the new George librarian has begun training. A complete collection of books for the George Library is ready to go. Shelving for the branch was shipped on November 9th, with the Library scheduled to open in late November. Washington Secretary of State Sam Reed visited the Waterville Library on October 22nd. An ebook Petting Zoo was held at the Distribution Center on November 8th. 20 NCRL employees attended the Washington Association of Library Employees conference in Chelan October 29th-31st. Howard is investigating training from the LEAN Enterprise Institute for new administrators Angela Morris and Barbara Walters. Architect Justin Borst has begun work on a feasibility study for the Wenatchee Public Library focusing on the upper mezzanine and the lower level work areas. The study will be completed in December 2012. The Oroville library exterior was recently painted. On October 19th, NCRL employees and local volunteers cleared the Manson library so that carpeting could be installed. The Library re-opened at noon on October 22nd.

Resolution 12-05: Transfer of Funds from General Fund to Designated Funds was discussed. The resolution authorizes the Chelan County Treasurer to transfer $100,000.00 from the Library General Fund into the District Facility Improvement Fund ($25,000.00), the Automation Development Fund ($50,000.00), and the Payroll Emergency Fund ($25,000.00). After review and discussion, Huntley
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moved to accept the resolution as presented. Maydole seconded the motion, which passed unanimously.

A Financial Report including fund balances, a listing of bills to be paid, and payroll for the month of November was presented. Fund Balances at the Chelan Country Treasurer as of October 31, 2012 were as follows: General Fund $11,179,162.44, Automation Fund $484,370.43, Facility Improvement Fund $431,492.43, Payroll Fund $1,221,487.77 and Endowment Funds $666,215.72. Clark moved that voucher's #57715 through #57880 in the amount of $691,835.78 and payroll in the amount of $313,191.61. be approved for payment. Huntley seconded the motion, which passed unanimously. The board then reviewed expenditures from the Endowment Funds. Maydole moved that voucher's #0139 through #0141 in the amount of $47,137.29 be approved for payment. Huntley seconded the motion, which passed unanimously.

The Draft of the 2013 budget was discussed including health benefits, salaries, and a 2.0% Cost of Living Increase.

The next regular meeting of the Board of Trustees is scheduled for Thursday, December 13th, 2012 at the Distribution Center, Wenatchee Washington.

There being no further business the meeting was adjourned.

Respectfully Submitted

Dean Marney, Executive Director

Jim Brucker, Chairperson