January 17, 2013 Distribution Center, Wenatchee

Chairperson Jim Brucker called the January meeting of the North Central Regional Library Board of Trustees to order. Board members Dawn Clark, Alec McKay, and Deborah Moore were also present. Dan Howard, Executive Director, Barbara Walters, Associate Director, Angela Morris, Assistant Director, Sue Dewitz, Finance Manager, Dixie Taylor, Payroll Manager, and Anne Brangwin, Administrative Assistant were present as well.

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

Election of Officers was discussed. Clark moved to keep the same slate of officers for 2013 with Jim Brucker as Chairperson, Alec McKay as Vice-Chair, and Gayle Huntley as Secretary. Moore seconded the motion, which passed unanimously.

A Financial Report including revolving fund expenditures, fund balances, and a listing of bills and payroll to be paid from 2012 funds was presented to the trustees. Fund Balances at the Chelan County Treasurer's Office as of December 31, 2012 were reported: General Fund, \$12,599,115.75, Automation Fund, \$534,510.00, Facility Improvement Fund, \$456,615.85, Payroll Fund, \$1,247,195.13, and Endowment Funds, \$531,665.39. After review and discussion of January payment of 2012 funds, financial reports, and revolving fund expenditures, Moore moved that vouchers #57995 through #58085 in the amount of \$380,361.22 and payroll in the amount of \$45,186.42 be approved for payment. Clark seconded the motion, which passed unanimously. The Board then looked at expenditures from the Endowment and Designated Funds that were paid from 2012 funds. McKay moved that vouchers #0145 through #0146 from the Endowment Funds be approved for payment. Moore seconded the motion, which passed unanimously. Clark moved that vouchers #0115 through 0116 be approved for payment from the Designated Funds. Moore seconded the motion, which passed unanimously.

A Financial Report including a listing of bills to be paid, and payroll for the month of January 2013 was presented. Moore moved that vouchers #58086 through #58113 in the amount of \$127,885.87 and payroll in the amount of \$281,971.18 be approved for payment. McKay seconded the motion, which passed unanimously.

Resolution 13-01: Levy Tax Rate for 2013 Assessment was reviewed and discussed. The resolution changes the levy tax rate for 2013 to (\$.451156) per thousand dollars assessed valuation in the library taxing district based on 2012



valuation for 2013 tax collection. After discussion Moore to accept the resolution as presented. Clark seconded the motion, which passed unanimously.

Resolution 13-02: Mileage Reimbursement Rate was reviewed and discussed. The resolution sets the rate of reimbursement rate for mileage at \$.565 per mile. After discussion Moore moved to accept the resolution as presented. Brucker seconded the motion, which passed unanimously.

The Director's Report included Trustees, Personnel, Facilities, Administration, Programs and Services. Kathy Ciais will be filling Lynn Beltz's position as NCRL's Board member from Ferry County. The Camille Wade Children's Library is expected to be complete by February 15th. Architect Justin Borst's feasibility study for the Wenatchee Public Library includes a new writer's room, a new circulation desk, an art gallery; a staff work area, and a larger area for the Friends of the Library. Walters and Morris will travel to San Francisco February 4-8 to attend training provided by the Lean Enterprise Institute. Lean management principles will replace the Balanced Scorecard as NCRL's performance management system. The first Book Review Contest started on January 14th and runs through February 28th.

Morris shared photos of the progress at the Camille Wade Children's Library. Morris also shared an article from the Royal Register that featured the new George Library.

The next regular meeting of the Board of Trustees is scheduled for Thursday, February 14, 2013 at the Distribution Center, Wenatchee WA.

There being no further business the meeting was adjourned.

Respectfully Submitted

Dan Howard, Executive Director

Jim Brucker, Chairperson