0784

November 13, 2008
Distribution Center, Wenatchee

The November meeting of the Board of Trustees of the North Central Regional Library was called to order by Chair Lynn Beltz. Board members Jim Brucker, Roger Lucas, Alec McKay, and Barbara Wolff were present. Library Director Dean Marney, Director of Public Services Dan Howard, Associate Director Marilyn Neumiller, Finance Manager Sue DeWitz, and HR Manager Dixie Taylor were also present.

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

Resolution 08-05: Transfer of Funds from General Fund into Designated Funds was reviewed and 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 ($25,000.00), and the Payroll Emergency Fund ($50,000.00). After discussion Lucas moved to accept the resolution as presented. Brucker seconded the motion, which passed unanimously.

A financial report including revolving fund expenditures, fund balances, a listing of bills paid in November, and November Payroll was presented to the trustees. Fund balances at the Chelan County Treasurer's Office as of October 31st 2008 were reported: General Fund, $6,245,029.60; Automation Fund, $415,098.42; Facility Improvement Fund, $428,397.85; Payroll Emergency Fund; $1,026,673.92.; and Endowment Funds, $462,638.18.

After review and discussion of October's financial reports and Revolving Fund expenditures, Lucas moved that vouchers # 51660 through # 51830 in the amount of $576,064.99 and payroll in the amount of $258,339.46 be approved for payment. Brucker seconded the motion, which passed unanimously. There were no expenditures from the Endowment Funds or Designated Funds.

The Director's Report included trustees, personnel, meetings, filtering Case, Balanced Scorecard, and the distribution Center. The Director has notified the Chelan County Commissioners that Ruth Honey will be leaving the Board at the end of December. The Board then discussed ways to honor Honey for her years of service. Angela Morris has accepted the position of Children's Services Coordinator. Lucy Ford will be moving from the Bookmobile to the front desk, taking Angela's spot. Dan Howard is recruiting for a new Bookmobile Librarian. The position is open to current staff first. The Director and Howard attended a meeting of the Adams County Partial Library District Board of Trustees. They were invited there to discuss the option of contracting or annexing to NCRL in 2010. They currently contract with the Mid Columbia Library District from the Tri-Cities. The Case had been accepted by the Washington Supreme Court and is on their calendar. Both sides have filed for a delay in the briefing schedule to accommodate the holidays. The Director and Howard are heading to Portland on December 4th to learn how to use rubrics as an assessment tool. Bids are being

accepted to replace the damaged floors in the Distribution Center's upstairs restrooms. The alley behind the Distribution Center had been cleaned up. A leak upstairs at the Distribution Center has been repaired.

Howard presented the November Branch Report. Over one hundred employees attended the Benefits and Wellness Fair on October 23rd. NCRL has applied for two $4,000.00 federal supporting student success grants, partnering with Orchard Middle School and Eastmont High School. NCRL is continuing its partnership with Initiative for Rural Innovation and Stewardship on an oral history project called "Gathering Our Voices." NCRL will participate in storytelling programs as part of this project. A Friends project has brought 10 leather chairs and Tiffany lamps to the Wenatchee Public Library. Eight employees attended First Aid/CPR training on September 18th. Twenty employees attended Blogging for Beginners/Your Wiki, Wiki, Ways training on October 16th. 19 Employees attended Teaching Technology to the Public on October 17th.

Neumiller presented the Automation Report. She recently met with other members of the Pacific Northwest CODI group at the Seattle Public Library. The meeting allowed users of SirsiDynax automation systems (Horizon) to share experiences and keep up with developments in the next generation system, Symphony. SirsiDynax has promised continued support of Horizon for several years. North Central Regional Library must complete the 2008 National Survey of Public Library Funding and Technology Access for every location that would receive additional cornputer equipment purchased with Gates grant funds. Neumiller attended the October 16-17 workshops on blogging, wikis, and public technology trainings. The trainer came to NCRL from BCR, a library support organization based in Colorado. Reimbursement of internet and telephone costs were authorized October 31 by the agency administering e-rate funding

The draft of the 2009 budget was presented and reviewed. The proposed budget includes a 2% cost of living increase, funding for step increases, and increases in the benefit package. Funding for communication costs will be increased and the post-office is working with us to reduce our mailing costs in 2009. The cash carry over for 2010 is expected to be less than 2009. Interest on the designated funds is projected to be half of the previous year. The Endowment funds expenditures of 10% are budgeted at the same level as 2008.

The next regular meeting of the Board of Trustees is scheduled for Thursday, December 11, 2008 at the Distribution Center, Wenatchee Washington.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Dean C. Marney, Director

Lynn Beltz, `Chairperson