

December 16, 2010  
Distribution Center, Wenatchee

The December meeting of the North Central Regional Library Board of Trustees was called to order by Chairperson Deborah Moore. Board members Jim Brucker, Gayle Huntley, and Alec McKay, were also present. Dean Marney, Executive Director, Dan Howard, Director of Public Services, Marilyn Neumiller, Associate Director, Sue Dewitz, Finance Manager, Dixie Taylor, Payroll Manager, and Anne Brangwin Administrative Assistant were present as well.

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

The Director's Report included Personnel, Services, and Buildings. There were no changes in personnel this month. An article was published in the WLA magazine ALKI about Jo Hallaeur, who was the North Central Regional Library's first Director. Marney and Angela Morris, Children's Services Director, were mentioned in the same publication as were NCRL's impressive Summer Reading statistics. The Distribution Center will be closed on Friday, December 24<sup>th</sup>, and Monday, December 27<sup>th</sup> for the Christmas Eve and Christmas Day Holidays. The building will also be closed on December 31<sup>st</sup> for the New Year's Day Holiday. Two unsupervised children left the Wenatchee branch at closing time waiting to be picked up by a parent. A passerby found them waiting outside and called the Police. All members of the Wenatchee branch staff are reviewing the Closing Procedures and NCRL's "Unattended Children in the Library" Guidelines. Howard met with representatives from the Chelan County Jail to discuss NCRL's services to them. He is also working with the Chelan County Juvenile Probation office on a pilot program that will offer an alternative to Community Service through reading. The Wenatchee branch and the Distribution Center had roof leaks during recent snowfall. They have since been repaired.

Howard presented the December Branch Report. Omak Library employees participated in the Omak Christmas parade on December 4<sup>th</sup>. Eleven branch libraries are offering a Winter Reading Program for Children this year. An article on NCRL was featured in an annual Initiative for Rural Innovation and Stewardship publication. New compact shelving was installed at the Wenatchee branch over the Thanksgiving weekend. Quincy City Administrator, Tim Snead, examined shelving from the Wenatchee Public Library that is slated for the new Quincy Library scheduled to open in late 2011. Morris presented Links to Literacy training at the Pateros Library on November 30<sup>th</sup> to employees unable to attend the scheduled training earlier in November. PowerPoint and Excel training were offered at the Distribution Center on November 22. Google Documents training was presented at the Ephrata Library on December 9<sup>th</sup> and at the Distribution Center on December 15<sup>th</sup>.

Resolution 10-06: Revision of Endowment Budget Due to Receipt of Funds was reviewed and discussed. Due to unexpected revenue and expenditures,

\$6000.00 was added to the 2010 Endowment Fund budget. Brucker moved to accept the resolution as presented. Huntley seconded the motion which passed unanimously.

A Financial Report including fund balances, bills to be paid, and payroll was presented to the board. Fund balances at the Chelan County Treasurer's Office as of November 30<sup>th</sup>, 2010 were: General Fund \$8,464,608.64, Automation Fund \$476,955.31, Facility Improvement Fund \$462,405.96, Payroll Fund \$1,192,519.43 and Endowment Funds \$453,495.98. After review and discussion Brucker moved that voucher #54989 through voucher #55096 in the amount of \$416,509.69 and payroll in the amount of \$282,046.79 be approved for payment. McKay seconded the motion which passed unanimously. The Board then discussed expenditures from the Endowment Funds. Huntley moved that Voucher # 94 through #95 in the amount of \$794.45 be approved for payment. McKay seconded the motion which passed unanimously.

The 2011 Budget was reviewed and discussed. The Budget sets expenditures from the current expense fund at \$18,160,486.00, the Designated Funds at \$ 500,000.00 and the Endowment Funds at \$67,000.00. In developing the 2011 Budget an assumed levy rate of \$.50 per thousand was used pending final valuations from the district counties, at which time the levy rate would be adjusted accordingly. After presentation and discussion Brucker moved to accept the 2011 budget as presented. Huntley seconded the motion which passed unanimously.

Resolution 10-07: Approving and Adopting Fiscal 2011 Annual Budget and Levy Tax Rate for 2011 Assessment was reviewed. After review and discussion Brucker moved to moved to accept the Resolution as presented. Huntley seconded the motion which passed unanimously.

The next meeting of the North Central Regional Library Board of Trustees will be held on Thursday, January 13<sup>th</sup>, 2011 at 1:00 p.m. at the Distribution Center, Wenatchee WA.

There being no further business the meeting was adjourned.

Respectfully Submitted



Dean Marney, Executive Director



Deborah Moore, Chairperson