October 12, 2009
Distribution Center, Wenatchee

The October Meeting of the North Central Regional Library Board of Trustees was called to order by Chairperson Lynn Beltz. Board Members Jim Brucker, Roger Lucas, Alec McKay, Jennifer Maydole, Deborah Moore, and Barbara Wolff were present. Executive Director Dean Marney, Director of Public Services Dan Howard, Finance Manager Sue DeWitz, HR Manager Dixie Taylor and Administrative Assistant Anne Brangwin were present as well.

Guest, Malia Tucker, Branch Area Manager for Chelan and Douglas Counties, was introduced to the Board Members.

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

The Director's Report included Personnel, Meetings, Services, and Buildings. Brianna Springer has been hired as our new Leavenworth Branch Librarian. She held the former part-time position at the branch. Recruitment has started for the open part-time position at the Leavenworth Branch. A dozen staff members attended the retirement reception for Sharon Loveall at the Leavenworth Branch on October 1st. The annual Staff Benefits Fair will be held next October 22 at the Distribution Center. Flu shots will be available to the staff made possible by a wellness grant through WCIF. The Washington Association of Library Employees Conference was held in Wenatchee from September 30 through October 2nd. The preconference sessions were held at the NCRL Distribution Center. Marney, Howard and Marilyn Neumiller, Assistant Director, presented at the main conference. Neumiller trained on Internet Safety, and Marney and Howard presented on how NCRL uses Social Marketing concepts to promote NCRL's services. Marney and Howard will meet with the volunteer coordinator for the Seattle Public Library and also attend a meeting sponsored by the State Library to promote a statewide broadband initiative for libraries. NCRL has scheduled focus groups of area school librarians and their administrators to find out what NCRL should be doing with its online resources to support curriculum. The interior paint project at the Distribution Center and the Wenatchee branch has been completed.

Howard presented the October Branch Report. Olympia author Jim Lynch presented a program at the Wenatchee Public Library on September 30th. Lynch discussed his latest novel "Border Songs". Matt de la Pena author of NCRL"s Teen One Book Program selection "Mexican Whiteboy"; began his tour of NCRL with presentations at Entiat and Twisp/Winthrop area schools on October 12.

NCRL has its own book, "The Adventures of Super Princess Madam Zorony," illustrated by Erik Brooks and written by the kids who participated in the 2009 summer reading program. The original poster-size illustrations are being framed and will be displayed throughout the branches. Two community-wide reading programs are planned for 2009: Garth Steins's "The Art of Racing in the Rain" and Lois Lowry's "The Giver." Twenty four employees attended "Library 2. Oh...Now I Get It" and "More than just Googling" training at the Distribution Center on September 28th. Both training sessions were provided by the Washington State Library. Twenty seven employees attended "What's the Big Idea" training at the Distribution Center on October 13th. The training focused on teaching math and science concepts to young children. All NCRL branches will receive resource kits from the Washington State Library. A Student Resources class was taught by Neumiller on September 15th that focused on NCRL databases and services directed at students. She also offered the class in Omak. Where did you find the answer to that? Reference training was offered by Neumiller in Ephrata October 6th and in Wenatchee on October 14th. Forty employees attended Best Young Adult Books with Jonathan Hunt on September 22nd.

A financial report, including fund balances, a listing of bills to be paid and payroll was presented to the Trustees. Fund Balances at the Chelan Country Treasurer's Office as of September 30, 2009 were reviewed: General Fund $6,327,386.84, Automation Fund $444,822.46, Facility Improvement Fund $447,640.86 and Payroll Fund $1,088,418.35. After review and discussion, Maydole moved that vouchers #53104 through # 53244 be approved for payment in the amount of $553.474.83 and payroll in the amount of $280, 306.57 be approved for payment. Moore seconded the motion which passed unanimously. The Trustees then reviewed and discussed expenditures from the Designated Funds. Brucker moved that voucher #0099 in the amount of $9,355.05 be approved for payment. Moore seconded the motion which passed unanimously. After review and discussion of expenditures from the Endowment Funds, Moore moved that vouchers # 0058 through 0059 in the amount of $7,034.82 be approved for payment. Maydole seconded the motion which passed unanimously.

The Board of Trustees then reviewed and discussed a new policy on traffic tickets incurred by employees. The policy reads as follows: *All Drivers of North Central Regional Library vehicles are responsible for all driving violations, tickets, or fines incurred while operating NCRL vehicles. Driving violations, tickets, or fines sent to NCRL, as the registered vehicle owner, will be paid and the amount will be reimbursed to NCRL by the responsible employee by cash, check, or payroll deduction.*
Employees incurring traffic violations or failing to timely reimburse NCRL in full or any traffic tickets or fines may be subject to disciplinary action, including possible dismissal.

Moore moved to add the policy to the Personnel Guidelines. Lucas seconded the motion which passed unanimously.

The 2010 Budget was discussed including health benefits and salaries. Lucas moved for staff to prepare a budget for consideration at the November meeting that would maintain current health benefits at 2009 level, and grant a 1% increase to the salary schedule. After discussion Wolff seconded the motion which passed unanimously.

The Board Discussed celebrating North Central Regional Library's 50th anniversary.

The next regular meeting of the Board of Trustees is scheduled for Thursday, November 12, 2009.

There being no further business the meeting was adjourned.

Respectfully Submitted

Dean Marney, Executive Director

Lynn Beltz, Chairperson