

HYBRID MEETING: Live meeting held at NCW Libraries Administrative Offices, 16 N. Columbia St, Wenatchee, WA
*Zoom meeting: <https://us02web.zoom.us/j/5760124362?pwd=YkRoYjExcjRiQy9uV1ZxaGpwOHFhdz09> *Please note this conference call line will be in “listen-only” mode for members of the public except for public comment periods.

1. **Call to order 1:00 PM**
2. **Introduction of visitors & public comment**
3. **Consent agenda – **motion required***
 - **Meeting agenda**
 - **Minutes of December 21, 2024, Board meeting**
 - **Payroll & vouchers**
 - i. **December payroll for \$631,766.71 and Benefits for \$225,301.14**
 - ii. **December Accounts Payable \$472,926.39**
4. **December Financials**-Mike Githens
5. **Programs & Services report**- Summer Hayes
6. **Facilities Report**- Amanda Lawson
 - **Amendment to Resolution 23-05 **requires motion***
7. **Community Libraries Report**- Tim Dillman
8. **HR Report**- Sheila Callihan
9. **IT Report**- Aaron Floyd
10. **Executive Director Report**- Barbara Walters
 - **Second Review of the Display Policy**
11. **Board Discussion**
12. **Adjournment – 3:00 p.m.**

Mireya Sanchez

From: Rosemary Godwin <changemakersofferrycounty@yahoo.com>
Sent: Monday, January 13, 2025 6:54 AM
To: Mireya Sanchez
Cc: Ferry County Rep
Subject: Board Meeting 1/16

Ms. Sanchez,
Please include my request, below in the packet for the January board meeting

To the NCW Libraries Board,

In reviewing the NCWL proposed display policy I read that the library will “address the needs of ‘priority audiences’ within the community such as those related to cultural, historical, or underrepresented groups’

Please accept this as an official request that the NCWL Board provide a list specifically identifying five non-priority audiences in accordance with this policy for both the Republic branch and for the NCWL overall.

Thank you,

Rosemary Godwin

Republic WA

North Central Washington Libraries
Board of Trustees ~ December 19, 2024

I. Call to Order

Board Chair Kathleen Allstot called the meeting to order at 1:00pm. The meeting was held in person at the NCW Libraries Distribution Center Board room with an option to attend virtually.

Attending trustees included: Chair Kathleen Allstot, Melva Calloway, Nancy Churchill (virtual), Nancy Spurgeon (virtual), Denise Sorom, Jill Sheley (virtual) and Jim Mitchell. Attending Staff members included: Barbara Walters, Executive Director; Kim Neher, Deputy Director; Mike Githens, Interim Finance Director (virtual); Sheila Callihan, HR Director; Summer Hayes, Associate Director of Programs & Resources, Tim Dillman, Associate Director of Community Libraries; Aaron Floyd, IT Director; and Mireya Sanchez, Sr. Administrative Assistant.

Guest Staff included: Amanda Brack, Communications & Engagement Manager; Michael Arciga, Finance Manager

Guests attending as members of the Public included: Rosemary Godwin, Carolann Gutierrez, Suzanne Sage, Jon Ricard, Sr., Tina Sieg Smith (virtual), Dominick Bonny (virtual), Jas Temple (virtual)

II. Visitors and Public Comment

Ferry County Resident Carolann Gutierrez made a public comment. Ms. Gutierrez read a letter signed by 18 Republic town residents which had been submitted previously to the board clerk. The letter expressed concern over a Pride flag and LGBTQ+ materials display at the Republic Public Library (RPL) and revisited suggestions made by a small group of residents earlier this year in regard to removal of the displays, and that RPL and other branches fly only the US and Washington state flags.

Ferry County Resident Suzanne Sage made a public comment. Ms. Sage read a letter she had written and previously submitted to the board clerk. She also expressed concern regarding the Pride flag and book display at Republic and requested the removal of the items.

Ferry County Resident Jon Ricard, Sr. made a public comment. Mr. Ricard read a letter he had written but did not submit to the board clerk at any point. The letter expressed the same concern as the other Republic residents regarding the Pride flag and LGBTQ+ display and seconded the request that only the US and Washington state flags be flown or displayed on site.

Ferry County Resident Rosemary Godwin made a public comment. Ms. Godwin read a letter she had written and previously submitted to the board clerk. The letter also expressed concern regarding the Pride flag and LGBTQ+ display, as well as unsatisfactory resolution in conversing via email with Executive Director Barbara Walters. Ms. Godwin further requested the flying of only the US and Washington State flags on library grounds.

With no further commentary from members of the public who attended either virtually or in-person, the time for public comment was closed.

III. Consent Agenda

- a. November Meeting Agenda
- b. Minutes of the November 21, 2024 Board meeting

c. Payroll & Vouchers

- a. November Payroll for \$687,077.43 and Benefits for \$237,533.44
- b. November Accounts Payable for \$740,642.07
- c. Staff Reports (detail of discussions shown later in the minutes)

Denise moved to approve the consent agenda. Jim seconded. The motion passed unanimously.

IV. November Financials- Mike Githens

Mike Githens reported a delay in finalized numbers for the November financials, due to a delay in closure of the month's financials at the county level in Chelan County. To date this year, we have collected 88% of the budgeted revenue for 2024 and are on track to collect 95-96% of the budgeted amount by the close of the fiscal year. We have received the Q4 payments for all contracted cities. Mike noted that investment income for most local governments is down, largely due to federal rate activity. In the General Fund specifically, we have received 90% of the revenue projected. Mike noted there was a substantial increase in wages from October to November, and stated it was due to hirings. Administrative services has used 69% of their budget as of 11/30, so there are some savings there, though it is offset by spending in Public Services, which is close to depletion for the year.

V. 2025 Budget Presentation- Mike Githens

Mike stated that there were no significant changes to the budget presented at the November board meeting, there was only the addition of a table of contents and cover sheet. Reminder to all that reading the budget with sustainability in mind is crucial as we develop a plan for a 2027 Levy Lid Lift. Question from Denise- after raising the budget this year for higher insurance costs, is it still reasonable to increase the budget by an additional 25% to prepare for increases next year? Mike responded yes, he does expect that to be reasonable, especially after speaking with peers in the industry and hearing that they are experiencing the same thing, and confirmation from our insurance agent that the expectation is for premiums to increase again. Follow-up question from Jill- are there other options like self-insurance, or ways to push back against the cost? Mike confirmed that an annual analysis is done with our broker, as well as almost monthly conversations regarding rising costs. Self-insured options have proved to have higher premiums than we currently pay, with more liability. Currently, we are in a pool with other local public agencies. As discussed last month, things that can help are improving the condition of our fleet vehicles, making sure training is conducted for the appropriate staff, and increasing deductibles, the latter of which has already been done.

Mike put forth a motion to rename Fund 646 from Building Reserve to "Election Reserve" in preparation for the Levy Lid Lift.

Jim moved to approve the name change of fund 646 to "Election Reserve". Melva Seconded. The motion passed unanimously.

Resolution 24-13 to adopt the 2025 budget as presented was put forth and a motion to approve was requested.

Melva moved to approve and adopt the 2025 budget as presented. Denise seconded. The motion passed unanimously.

Resolution 24-14 was not ready for presentation to the board, as Mike stated the reason as three counties have not yet finalized their assessed values. To calculate the levy rate and have accurate numbers for approval, we must have final assessed valuations from each of the five counties. Mike will be working with Chelan County to

get the finalized levy rate put together once we have all counties' values. The other complexity to putting the levy together is that we have multiple tax increment finance areas in more than one county that must be considered once we have the final assessed valuations from all counties. Mike requested that at least four trustees make themselves available within the next couple of weeks to have a quorum for approval of that resolution when the information is ready. Four trustees agreed to be available- Jim, Jill, Nancy S. and Nancy C. The date agreed upon is January 2nd, with the exact time to be determined.

VI. Public Comment on 2025 Budget

No public comment was received on the budget. The public comment timeframe was closed.

VII. Resolution 24-15- Board Calendar 2025

Discussion regarding the 2025 board retreat took place, with a proposal for the retreat to be held on a normal board meeting day, as an all-day event. A request was made for the retreat to be held sometime between July and September, with a firm decision TBD.

Jim made a motion for the calendar to be approved as presented. Denise seconded. The motion passed unanimously.

VIII. Facilities – Kim Neher

Kim reviewed the report in Amanda's absence, including the request for approval of the included work order to have hazardous materials testing done in spaces that will be remodeled as part of the Reimagining Spaces Project. To facilitate the testing, \$55k would be reallocated from the global overhead fund that has not been utilized for RSP. A full description of the hazmat testing scope is included in the packet, only a board motion is needed to approve the funds reallocation.

Melva made a motion to approve reallocation of funds from Global Overhead for Hazardous Materials Testing. Jim seconded. The motion passed unanimously.

IX. Election of Board Officers

Kathleen directed a discussion regarding election of board officers for 2025. Jill was asked if she would be willing to remain as Secretary and confirmed. Nancy Churchill was asked if she would be willing to remain serving as Vice Chair and confirmed. Kathleen volunteered to remain serving as Chair of the board, pending her reappointment. Two of the current finance committee members- Denise, and Kathleen confirmed they would be willing to continue serving the committee. Jill will be dropping off the finance committee, with Nancy C. taking her place.

With all board members present, an opportunity for objections was given. Hearing no opposition, the appointments stand as described above.

X. Community Libraries Report- Tim Dillman

Tim reviewed the report included in the packet, discussed upcoming plans for branches that will have operational changes with RSP progressing. Self-check has been installed at 12 branches and is working very well. Tim also reviewed the usage of the Telehealth booths that have been installed at 2 branches.

XI. Display Policy- Barbara Walters

Barbara gave a brief review of the draft policy included in the packet, stating that the policy is written to be in line with protections of the 1st amendment, American Library Association, and Library of Congress guidelines. Trustees were given the draft policy with the board packet; the next month will be time given for review before a decision is made on implementation. Question from Denise- the policy states that it is based on NCWL's values- is there a values statement publicly available? Barbara answered that no, North Central Washington

Libraries does not have an official values statement approved and available to the public. Denise cautioned that stating the policy is based on values opens potential for ridicule or voiding the policy if there isn't an existing statement to base it on, and that verbiage may need to be changed.

XII. Board discussion- continued from display policy

Question from Nancy C.- is it possible to form a patron committee that can have some say in what is displayed in their library branch? Discussion followed with opposition from remaining trustees and North Central Washington Libraries leadership. Emphasis from leadership that librarians hold a MLIS and are trained and qualified to gauge what is needed within a community. Clarifying question from Denise- how are the librarians gathering that information, on what is "needed" within a community when it comes to displays? Discussion that there is a current process for the public to request materials, etc. for displays or collections curation. Nancy C. reiterated concerns expressed by the members of the public who spoke earlier, including safety concerns. Jim questioned where the specific safety concerns lie, since that wasn't clear, and did not receive an answer. Kathleen responded by reiterating that there is a current process in place for patrons to submit requests for reconsideration of collection materials that they find disagreeable. Discussion moved to the next steps: research possibilities for team training, review collection curation processes where necessary, write procedures that can provide some protection, and reminder to trust staff to implement procedures and policies as they are written. Denise reminded the board they are not voting on the display policy today; they have the next month to review and take notes of what may need to be changed and what can be done to train staff to enforce the policy. Barbara closed the discussion by reading positive commentary received from some patrons in Republic as well, in support of the pride displays.

A 10-minute Executive Session was requested for discussion of the Executive Director's annual review and compensation.

Denise made a motion to approve an Executive Session. Nancy S. seconded. Motion passed unanimously; Executive Session began at 2:40pm.

The board returned from Executive session at 2:53pm.

Resulting from the Executive Session, a motion was requested to approve a 2.5% COLA for the Executive Director effective January 1st, 2025.

Jim made a motion to approve the COLA for the Executive Director. Melva seconded. Motion passed unanimously.

XIII. Adjournment

The meeting was adjourned at 2:54pm.

Kathleen Allstot, Chair

Nancy Churchill, Vice Chair

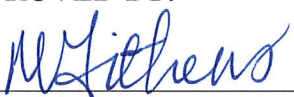
NCW Libraries
January 16, 2025

We, the undersigned of the NCW Library District do hereby certify that the labor and services hereinafter specified have been received and that December Payroll in the amount of \$631,766.71 and December Fees in the amount of \$225,301.14 are approved for payment.

December Payroll \$631,766.71

CLAIMANT	PURPOSE	AMOUNT
Social Security & Medicare	Employers Contribution	\$47,389.60
Dept. of Labor & Industries	Industrial Insurance	\$5,049.18
Dept. of Retirement Systems	Employers Contribution	\$52,613.70
Benefit Solutions, Inc.	Employers Contribution	\$188.80
Employment Security Dept	Employers Contribution	\$1,335.68
UNUM Life Insurance	Employers Contribution	\$862.93
WCIF	Employers Contribution	\$117,703.61
Payroll Fees	Payroll Fees	\$157.64

December Fees \$225,301.14

APPROVED BY:	
 <hr/> Mike Githens, Finance Director NCW Libraries	Kristy Kanning <hr/> Kristy Kanning, Payroll & Benefits Manager NCW Libraries
Approved December 31, 2024	

APPROVED BY:	
<hr/> Trustee	<hr/> Trustee
<hr/> Trustee	<hr/> Trustee
<hr/> Trustee	<hr/> Trustee
<hr/> Trustee	<hr/> Trustee
Approved January 16, 2025	

**Edit Listing
Accounts Payable Approval
DECEMBER 2024**

We, the undersigned Board of Trustees of the North Central Regional Library do hereby certify that the merchandise or services specified have been received and that vouchers are approved for payment in the amount of **\$472,926.39**.

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Michael Githens
Michael Githens, Finance Director

01-11-25
Date:

Signed on this 16th day of January 2024

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

NCW Libraries
Check Listing for December, 2024

Check Date	Check Number	OK To Post	Vendor Name	Amount
12/13/2024	954855		ALTA LANGUAGE SERVICES INC	\$174.00
12/6/2024	954523	P	AT&T MOBILITY	\$319.37
12/13/2024	954861	N	AT&T MOBILITY	\$109.49
12/6/2024	954524	P	BAKER & TAYLOR	\$2,130.11
12/20/2024	955289		BAKER & TAYLOR	\$95.66
12/6/2024	954525	P	BRODART CO	\$1,139.87
12/13/2024	954864		BRODART CO	\$726.43
12/20/2024	955297		BRODART CO	\$1,319.55
12/20/2024	955301		BUSTOS MEDIA LLC	\$945.00
12/6/2024	954528	P	CENGAGE LEARNING INC / GALE	\$1,507.51
12/13/2024	954871	N	CENGAGE LEARNING INC / GALE	\$161.50
12/13/2024	954880	P	CITY OF BREWSTER	\$2,700.00
12/13/2024	954881	P	CITY OF BRIDGEPORT	\$2,558.00
12/13/2024	954882	N	CITY OF CASHMERE	\$6,992.00
12/13/2024	954883	P	CITY OF CHELAN	\$14,000.00
12/13/2024	954885		CITY OF COULEE CITY	\$4,000.00
12/13/2024	954886	N	CITY OF EAST WENATCHEE	\$2,982.00
12/13/2024	954887		CITY OF ENTIAT	\$1,676.00
12/13/2024	954889		CITY OF EPHRATA	\$10,398.00
12/13/2024	954890		CITY OF GEORGE	\$3,588.00
12/13/2024	954891	P	CITY OF GRAND COULEE	\$3,966.00
12/13/2024	954892	N	CITY OF LEAVENWORTH	\$6,328.00
12/13/2024	954893	N	CITY OF MOSES LAKE	\$23,896.00
12/13/2024	954894	N	CITY OF OKANOGAN	\$5,352.00
12/13/2024	954895	N	CITY OF OMAK	\$10,558.00
12/13/2024	954896	N	CITY OF OROVILLE	\$5,298.00
12/13/2024	954897		CITY OF PATEROS	\$1,900.00
12/13/2024	954898	P	CITY OF QUINCY	\$18,174.00
12/13/2024	954899		CITY OF REPUBLIC	\$5,564.00
12/13/2024	954900		CITY OF ROYAL CITY	\$2,174.00
12/13/2024	954901	N	CITY OF SOAP LAKE	\$4,226.00
12/13/2024	954902	P	CITY OF TONASKET	\$4,350.00
12/13/2024	954903		CITY OF WARDEN	\$3,352.00
12/13/2024	954904	P	CITY OF WATERVILLE	\$4,600.00
12/13/2024	954905		CITY OF WENATCHEE	\$661.90
12/13/2024	954909	P	COLEMAN OIL COMPANY	\$619.56
12/6/2024	954529	P	COLUMBIA BASIN MEDIA GROUP	\$70.81
12/13/2024	954911		COLUMBIA BASIN MEDIA GROUP	\$60.81
12/20/2024	955332		COMIT	\$141.50
12/20/2024	955333		COMMERCIAL FILTER SALES & SVC	\$187.71
12/6/2024	954530		CONNECT TELECOM LLC	\$2,928.53
12/20/2024	955334		CONTRACT DESIGN ASSOCIATES INC	\$6,008.26
12/13/2024	954915		COPIERS NORTHWEST	\$2,896.06
12/13/2024	954917		CURLEW CIVICS CLUB	\$1,250.00
12/20/2024	955338		DAIDA	\$1,203.95
12/6/2024	954533	P	DEMCO INC	\$196.81
12/20/2024	955344		DIGITAL DOCUMENTS INC	\$50.00
12/20/2024	955346		DOOR-TECH INC	\$201.29
12/20/2024	955361		ENTERPRISE FM TRUST	\$8,620.28
12/20/2024	955364		EVANS, CHELSEA	\$10.45
12/20/2024	955374		FISH FINATICS	\$97.92

NCW Libraries
Check Listing for December, 2024

Check Date	Check Number	OK To Post	Vendor Name	Amount
12/12/2024	955068		GALAXY COMICS	\$399.99
10/11/2024	951320		VOID (GALAXY COMICS) CHECK LOST	(\$399.99)
12/13/2024	954931		GALAXY COMICS	\$465.05
12/6/2024	954538	P	HAYES, SUMMER	\$460.00
12/13/2024	954941	P	HIGH, JOSE LUIS	\$1,886.38
12/6/2024	954540		HIGH-TECH AUTOMOTIVE	\$1,874.43
12/6/2024	954541	P	HUIZENGA, KYLE	\$460.00
12/6/2024	954543	P	INGRAM LIBRARY SERVICES	\$9,539.15
12/13/2024	954946	N	INGRAM LIBRARY SERVICES	\$11,908.47
12/20/2024	955386		INGRAM LIBRARY SERVICES	\$6,829.34
12/13/2024	954949	P	IPRO BUILDING SERVICES	\$9,862.00
12/6/2024	954544	P	JERRYS AUTO SUPPLY	\$160.09
12/13/2024	954952	N	JERRYS AUTO SUPPLY	\$12.50
12/13/2024	954953		KANOPY INC	\$1,202.00
12/13/2024	954954	P	KCDA PURCHASING COOPERATIVE	\$98.21
12/6/2024	954546	P	KUESTNER, ALEXANDER	\$973.23
12/13/2024	954966		LENOVO (UNITED STATES) INC	\$3,729.66
12/13/2024	954967	P	LES SCHWAB TIRE CENTER	\$108.36
12/13/2024	954970	P	LOCALTEL COMMUNICATIONS	\$2,196.89
12/20/2024	955422		LOCALTEL COMMUNICATIONS	\$6,241.46
12/6/2024	954549	P	MABEN, TORREY	\$255.00
12/13/2024	954977		MABEN, TORREY	\$51.00
12/6/2024	954550	P	MAUCH, JEFFERY	\$558.56
12/13/2024	954980		MAUCH, JEFFERY	\$460.52
12/13/2024	954983		MCGRATH CONSULTING GROUP INC	\$4,000.00
12/13/2024	954984	P	MCKINSTRY LOCKBOX	\$4,105.72
12/6/2024	954552		MCNIEL, MICHAEL	\$90.00
12/13/2024	954986		METCALF, PAMELA	\$350.00
12/13/2024	954987		METHOW VALLEY NEWS	\$52.97
12/13/2024	954988		METHOWNET.COM	\$167.00
12/6/2024	954553	P	MICROAGE	\$351.77
12/6/2024	954554	P	MIDWEST TAPE	\$1,474.16
12/13/2024	954990		MIDWEST TAPE	\$34,956.76
12/20/2024	955439		MIDWEST TAPE	\$1,867.07
12/20/2024	955440		MILLENIUUM GLASS	\$669.13
12/20/2024	955441		MILLER, BRANDEE R	\$835.80
12/6/2024	954555	P	MITCHELL, JULIE	\$1,275.20
12/20/2024	955443		MITCHELL, JULIE	\$2,705.60
12/13/2024	954993		NATIONAL FLEET PRODUCTS INC.	\$5,369.93
12/13/2024	954994	P	NATIVE NETWORK INC	\$254.85
12/6/2024	954558	P	NCI DATA.COM INC	\$79.00
12/20/2024	955447		NCI DATA.COM INC	\$105.00
12/20/2024	955448		NCR LIBRARY REVOLVING FUND	\$674.37
12/20/2024	955449		NEXTIVA INC	\$3,615.99
12/20/2024	955453		OGDEN MURPHY WALLACE PLLC	\$1,323.00
12/6/2024	954561	P	OVERDRIVE INC	\$841.89
12/13/2024	954999		OVERDRIVE INC	\$2,349.65
12/20/2024	955459		OVERDRIVE INC	\$3,867.71
12/13/2024	955001	P	PACIFIC SECURITY	\$1,971.73
12/13/2024	955004		PENGUIN RANDOM HOUSE, CREDIT MGMT	\$142.22
12/6/2024	954563	P	PINNACLE INVESTIGATIONS CORP	\$23.00

NCW Libraries
Check Listing for December, 2024

Check Date	Check Number	OK To Post	Vendor Name	Amount
12/13/2024	955005	P	PINNACLE INVESTIGATIONS CORP	\$97.42
12/20/2024	955468		PINNACLE INVESTIGATIONS CORP	\$47.99
12/13/2024	955006		PITNEY BOWES GLOBAL FINANCIAL	\$390.02
12/13/2024	955008	N	PLAYAWAY PRODUCTS LLC	\$119.66
12/20/2024	955470		PLAYAWAY PRODUCTS LLC	\$248.02
12/20/2024	955473		PRO TOUCH CAR WASH	\$32.55
12/13/2024	955010	P	PUD # 1 OF CHELAN COUNTY	\$2,691.31
12/13/2024	955020	P	RADEK, JILL	\$5.36
12/20/2024	955494		SCHMIDT, ALEXANDER F	\$316.00
12/20/2024	955499		SMITH CUSTOM WOODWORKING INC	\$812.25
12/6/2024	954570	P	STAPLES	\$94.19
12/20/2024	955502		STAPLES	\$208.22
12/13/2024	955033	P	SWEDE, ALBERT	\$300.00
12/13/2024	955035	P	TAZ SUNKEL, MATAYO	\$160.00
12/6/2024	954573	P	TECHNICAL FURNITURE SYSTEMS	\$14,771.59
12/13/2024	955036	P	TELEVISION ASSOC OF REPUBLIC	\$50.00
12/20/2024	955508		TEMPLET, JASMINE	\$40.00
12/13/2024	955037		THE NEW YORK TIMES	\$7,508.00
12/13/2024	955038		THE SPOKESMAN REVIEW	\$421.20
12/20/2024	955510		TK ELEVATOR CORPORATION	\$3,669.03
12/13/2024	955039	P	TOWN OF MATTAWA	\$3,360.00
12/13/2024	955040		TOWN OF TWISP	\$3,716.00
12/13/2024	955041	P	TOWN OF WINTHROP	\$12,000.00
12/6/2024	954576	P	ULINE	\$1,885.17
12/20/2024	955513		ULINE	\$1,714.25
12/6/2024	954577	P	UPS	\$32.61
12/13/2024	955043	N	UPS	\$32.61
12/20/2024	955514		UPS	\$32.61
12/6/2024	954578		UPS SUPPLY CHAIN SOLUTIONS INC	\$1,718.88
12/13/2024	955044	P	UPS SUPPLY CHAIN SOLUTIONS INC	\$4,612.73
12/20/2024	955515		UPS SUPPLY CHAIN SOLUTIONS INC	\$2,983.84
12/6/2024	954580	P	US BANK	\$43,025.76
12/6/2024	954581	P	US POSTAL SERVICE	\$1,720.00
12/20/2024	955519		US POSTAL SERVICE	\$120.00
12/6/2024	954583	P	VALVOLINE	\$104.39
12/20/2024	955521		VALVOLINE	\$80.35
12/20/2024	955523		VARI SALES CORP	\$3,294.06
12/13/2024	955047		VERIZON WIRELESS	\$2,381.30
12/13/2024	955052	N	VOYAGER FLEET SYSTEMS INC	\$2,799.23
12/20/2024	955534		WA ST DEPT OF LABOR & IND	\$1,501.38
12/20/2024	955535		WA ST PATROL	\$55.00
12/13/2024	955054		WARD MEDIA LLC	\$20.00
12/13/2024	955056		WASTE MANAGEMENT CORP SVCS	\$1,120.65
12/13/2024	955063	P	WORKSPACE DEVELOPMENT LLC, DBA:ONE WORKPLACE	\$2,382.67
12/20/2024	955546		WORKSPACE DEVELOPMENT LLC, DBA:ONE WORKPLACE	\$34,931.94
146				\$472,926.39

NCW Libraries
December 2024 Expenditure Financial Statement

General Fund 644

BARS	Description	2024 Budget - Amended Jul. 2024	Quarter 1 Total Expenditures	Quarter 2 Total Expenditures	Quarter 3 Total Expenditures	Oct. 2024	Nov. 2024	Dec. 2024	Expenditures Total To Date	Percentage of Budget Spent To Date
	Grant-George Library, Professional									
572.40	Services	14,413	-	14,213	-	-	-	-	14,213	-
572.42	Phone & Internet	127,885	34,165	28,319	27,303	8,733	8,974	8,881	116,375	91.0%
572.42	Postage	202,000	65,308	47,973	45,299	13,370	16,002	7,662	195,614	96.8%
572.43	Mileage & Applicant Travel	9,000	637	1,472	1,458	100	1,161	16	4,844	53.8%
572.44	Advertising	75,000	22,873	17,114	10,957	5,158	8,441	945	65,488	87.3%
572.45	Rentals & Leases	85,100	28,723	22,444	20,935	6,308	6,471	3,406	88,287	103.7%
572.45	Grant-George Library, Rentals	272	-	272	-	-	-	-	272	100.0%
572.46	Insurance - Liability	242,400	19,101	642	-	-	261,854	-	281,597	116.2%
572.49	Miscellaneous	8,820	1,473	2,209	797	200	267	674	5,620	63.7%
	Public Services Subtotal	3,426,511	794,022	866,391	649,473	226,834	599,698	114,214	3,250,632	94.9%
	Organization of Materials									
572.30	Supplies	134,725	41,790	26,457	28,499	8,467	11,195	4,780	121,188	90.0%
572.40	Services	93,883	-	-	65,006	-	-	-	65,006	69.2%
	Organization of Materials Subtotal	228,608	41,790	26,457	93,505	8,467	11,195	4,780	186,194	81.4%
	Training									
572.30	Supplies	6,800	-	-	80	-	-	-	80	1.2%
572.40	Services	93,720	34,662	12,121	14,330	3,325	14,276	-	78,714	84.0%
	Training Subtotal	100,520	34,662	12,121	14,410	3,325	14,276	-	78,794	78.4%
	Facilities									
572.30	Supplies & Fuel	89,165	18,134	18,909	24,012	6,289	8,386	3,835	79,565	89.2%
572.35	Small Equipment	68,043	-	11,894	5,687	4,320	631	11,685	34,217	50.3%
572.35	Small Equipment-Moses Lake Donati Sm. Eqpmt.-Carry Fwd Telehealth	93,600	44,031	-	-	42,297	-	-	86,328	92.2%
572.35	Booth	15,000	-	-	-	-	-	-	-	0.0%
572.35	Grant-George Library, Furniture	62,244	-	62,244	-	-	-	-	62,244	100.0%
572.40	Professional Services	215,280	41,832	64,093	39,532	10,665	10,357	14,066	180,545	83.87%
572.40	Grant-George Library, Prof. Svcs. Facilitie	7,265	-	7,265	-	-	-	-	7,265	100.00%
572.47	Utilities	62,900	13,092	10,983	11,476	3,694	4,027	4,474	47,746	75.91%
572.45	Rentals & Leases	12,000	382	123	-	-	48	-	553	4.6%
572.48	Repairs & Maintenance	181,400	28,355	28,132	31,493	9,083	12,970	(3,477)	106,556	58.7%
572.48	Contributions to Cities/Building Owners	413,050	-	168,184	15,348	6,395	-	175,998	365,925	88.6%

NCW Libraries
December 2024 Expenditure Financial Statement

General Fund 644

BARS	Description	2024 Budget - Amended Jul. 2024	Quarter 1 Total Expenditures	Quarter 2 Total Expenditures	Quarter 3 Total Expenditures	Oct. 2024	Nov. 2024	Dec. 2024	Expenditures Total To Date	Percentage of Budget Spent To Date
	Facilities Subtotal	1,219,947	145,826	371,827	127,548	82,743	36,419	206,581	970,944	79.6%
	Transfer out to Capital Replacement Func	284,503				-	-	284,503	284,503	100.0%
	Transfer out to Election Reserve Fund	235,000				-	-	235,000	235,000	100.0%
	Transfer out to Wenatchee Capital Bldg. I	-		21,848	-	-	-	-	21,848	-
	Grand Total Expenditures	16,776,907	3,588,069	3,876,308	3,440,588	1,180,916	1,567,291	1,689,231	15,342,403	91.4%

BARS	Description	2024 Budget - Amended Jul. 2024	Quarter 1 2024 Revenues	Quarter 2 2024 Revenues	Quarter 3 2024 Revenues	Oct. 2024 Revenues	Nov. 2024 Revenues	Dec. 2024 Revenues	Revenue Total To Date	Percent of Revenue to Date
Property Taxes and Other Taxes										
311.10	Property Taxes	15,615,192	715,995	7,784,607	280,689	2,245,711	2,822,271	1,030,062	14,879,335	95.29%
	Taxes subtotal	15,615,192	715,995	7,784,607	280,689	2,245,711	2,822,271	1,030,062	14,879,335	95.29%
Intergovernmental Revenues										
332.15	PILT Fish & Wildlife Service	10,000	-	3,321	4,170	-	-	-	7,491	74.91%
334.30	Dept. Of Commerce Grant	118,216	-	-	118,215	-	-	-	118,215	-
335.02	Forest Excise Tax	12,000	8,064	3,532	9,856	4,199	-	-	25,652	213.76%
336.02	DNR PILT	21,000	2,731	22,070	-	-	-	584	25,385	120.88%
337.07	Leasehold Excise Tax	167,000	39,718	15,064	19,192	1,170	4,462	27,617	107,223	64.21%
	Intergovernmental Subtotal	328,216	50,514	43,988	151,433	5,369	4,462	28,201	283,966	86.52%
Charges for Services										
341.81	Print/Duplication Services	14,000	3,811	4,292	3,847	1,479	723	813	14,965	106.89%
347.20	Library Use Fees-General	450	180	150	250	20	-	30	630	140.00%
347.20	Town of Coulee City-Contract	13,196	-	3,299	3,299	3,299	-	3,299	13,196	100.00%
347.20	City of Ephrata-Contract	196,456	49,114	55,914	-	49,114	49,114	-	203,256	103.46%
347.20	City of Omak-Contract	114,084	-	28,521	28,521	28,521	-	28,521	114,084	100.00%
347.20	City of Warden-Contract	116,850	30,150	29,213	29,213	-	29,213	-	117,789	100.80%
347.20	Town of Wilson Creek-Contract	3,529	-	1,764	882	-	-	-	2,646	74.98%
	Charges for Services Subtotal	458,565	83,256	123,153	66,012	82,433	79,050	32,663	466,567	101.74%
Fines										
359.70	Lost/Damaged Materials	18,000	4,390	4,986	5,427	2,229	979	708	18,719	103.99%
	Fines Subtotal	18,000	4,390	4,986	5,427	2,229	979	708	18,719	103.99%
Miscellaneous Revenue										
361.11	Investment Interest	30,000	46,197	56,623	70,056	14,560	19,454	379	207,269	690.90%
367.11	Gifts, Pledges, Grants from Private Sources	8,000	900	11,470	10,284	2,720	-	-	25,374	317.18%
367.11	Gift-Moses Lake Library Shelving Project	100,000	51,271	-	-	-	-	42,297	93,568	93.57%
367.11	E-Rate	20,000	-	-	-	20,292	-	-	20,292	101.46%
369.10	Sale of Scrap/Junk	34,000	20,133	13,323	18,137	4,498	3,725	3,031	62,847	184.84%
369.90	Other Miscellaneous Revenue	64,000	3,788	6,289	2,790	1,926	1,414	2,683	18,891	29.52%
	Miscellaneous Revenue Subtotal	256,000	122,289	87,705	101,267	43,996	24,593	48,390	428,241	167.28%
Subtotal New Revenue		16,675,973	976,444	8,044,438	604,828	2,379,738	2,931,355	1,140,024	16,076,827	96.41%
Prior Year Ending Balance Carried Forward		70,500	-	50,000	20,500	-	-	-	70,500	100.00%

BARS	Description	2024 Budget - Amended Jul. 2024	Quarter 1 2024 Revenues	Quarter 2 2024 Revenues	Quarter 3 2024 Revenues	Oct. 2024 Revenues	Nov. 2024 Revenues	Dec. 2024 Revenues	Revenue Total To Date	Percent of Revenue to Date
	Grand Total 2023 Revenue	16,746,473	976,444	8,094,438	625,328	2,379,738	2,931,355	1,140,024	16,147,327	96.42%

2023 Dec. 31, 2023 Ending Balance:	\$ 5,833,522.76
2024 Carry Forward Expenditures:	\$ 70,500
2024 Revenue to date:	\$ 16,147,327
2024 Expenditures to date:	\$ 15,342,403
Month's Unassigned Ending Cash Balance:	<u>\$ 6,567,947.02</u>
Assigned Operating Reserve:	\$ 4,750,000.00
Assigned Contingency Reserve:	\$ 750,000.00

BARS	Description	2024 Budget							Year-to- Date Totals	
		Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24		
Revenue:										
	Investment Interest		12,079	12,618	12,518	11,785	11,589	143	158	99,052
	Proceeds Sale of Assets	-	-	-	-	-	-	-	36,477	-
	Transfer-In	-	-	-	-	-	-	-	284,503	-
	Subtotal Capital Revenue		12,079	12,618	12,518	11,785	11,589	143	321,138	99,052
Expense:										
	Capital Expenditures: Vehicle Replacement	347,600	-	20,334	6,543	-	4,761	21,644	8,620	133,551
	Transfer-Out									40,402
	Subtotal Capital Expenditures	347,600	-	20,334	6,543	-	4,761	21,644	8,620	173,954

Notes:

Capital Expenditures are for vehicle and bookmobile replacement, HVAC and major maintenance at the DC and Wenatchee Public Library. ER&R schedule kept separately.

Dec. 31, 2023 Ending Fund Balance	3,264,332
2024 Projected Revenue	99,052
2024 Projected Expenses	347,600
2024 Projected ending fund balance	3,015,784

BARS	Description	Amended						2024	Percent
		Budget Apr.	Qtr. 1 2024	Qtr. 2 2024	Qtr. 3 2024	Nov. 2024	Dec. 2024	Totals	of Budget
		2024							
Revenue:									
361.11	Investment Interest	150,000	154,605	116,213	121,059	34,910	4,750	469,337	313%
397.00	Transfers In (from internal Fund 643)	44,959	-	-	-	-	44,959	44,959	100%
369.91	Miscellaneous Revenue	-	-	540	-	-	-	540	-
	Revenue Subtotal	194,959	154,605	116,753	121,059	34,910	49,709	514,836	264%
EXPENSES:									
General Project									
572.10	Salaries and Wages	148,797	19,850	34,580	33,467	13,307	11,323	124,877	84%
572.20	Benefits-Medical	26,411	3,593	7,259	7,257	2,419	2,419	25,367	96%
572.20	Benefits-FICA	11,383	1,404	2,560	2,547	989	838	9,253	81%
572.20	Benefits-PERS	14,180	2,014	3,295	3,184	1,212	1,032	11,863	84%
572.20	Benefits-WA PFML	312	105	183	185	70	60	668	214%
572.20	Benefits-L&I (Workers' Comp)	1,092	568	250	235	83	74	1,295	119%
572.25	Unemployment	12,000	-	-	-	-	-	-	0%
572.31	Supplies-Materials Handling	37,300	-	-	1,018	-	-	1,018	3%
572.31	Supplies-General	8,466	1,546	2,111	711	1,037	-	5,752	68%
572.35	Small Equipment-Wide Format Printer	5,800	-	1,392	-	-	-	1,392	24%
572.35	Small Equipment-Materials Handling	48,800	-	20,813	24,497	255	5,370	52,950	109%
572.35	Software-Materials Handling	12,000	-	5,469	-	288	-	9,036	75%
572.41	Professional Services-Grant Writer	20,000	-	950	-	-	-	950	5%
572.41	Professional Services-Exterior Signage	75,000	2,537	-	-	-	-	2,537	3%
572.41	Professional Services-Architect	99,834	29,264	14,030	3,100	-	-	49,494	50%
572.41	Professional Services-General	1,693	150	2,325	-	-	-	2,475	146%
572.43	Travel-General	45,150	248	329	118	3,877	512	7,286	16%
572.45	Rental-General	1,129	-	-	-	1,750	1,250	3,375	299%
	General Project Subtotal	569,347	61,278	95,547	76,320	25,288	22,877	309,587	54%
Brewster Project									
594.31	Supplies	-	15	-	653	223	-	1,120	-
572.35	Small Equipment-FF&E	3,000	3,787	-	1,516	-	-	5,304	177%
572.50.41	Professional Services-Contractor	1,000	12,980	-	-	-	-	12,980	1298%
	Brewster Project Subtotal	4,000	16,782	-	2,170	223	-	19,403	485%

BARS	Description	Amended						2024	Percent
		Budget Apr. 2024	Qtr. 1 2024	Qtr. 2 2024	Qtr. 3 2024	Nov. 2024	Dec. 2024	Totals	of Budget
572.31	Supplies	-	52	-	-	-	-	52	-
572.35	Small Equipment-Other	-	10,496	-	-	-	-	10,496	-
572.41	Professional Services -Architect	68,298	-	-	-	-	-	-	0%
572.31	Supplies-Lighting	13,500	-	-	-	-	-	-	0%
572.41	Professional Services-Lighting	13,500	-	14,335	-	-	-	14,335	106%
	Grand Coulee Project Subtotal	95,298	10,548	14,335	-	-	-	24,883	26%
Manson Project									
572.35	Small Equipment-FF&E	69,133	-	-	-	-	-	-	0%
572.41	Professional Services -Architect	34,567	-	2,962	4,442	-	-	11,846	34%
572.50.41	Professional Services-Contractor	34,567	-	-	-	-	-	-	0%
	Manson Project Subtotal	138,266	-	2,962	4,442	-	-	11,846	9%
Mattawa Project									
572.41	Professional Services -Architect	52,418	-	-	-	-	-	-	0%
	Mattawa Project Subtotal	52,418	-	-	-	-	-	-	0%
Omak Project									
572.35	Small Equipment-FF&E	81,206	-	-	-	-	-	-	0%
572.41	Professional Services -Architect	243,618	-	-	-	-	-	-	0%
	Omak Project Subtotal	324,824	-	-	-	-	-	-	0%
Oroville Project									
572.35	Small Equipment-FF&E	42,860	-	-	-	-	-	-	0%
572.41	Professional Services -Architect	128,580	-	-	-	-	-	2,970	2%
	Oroville Project Subtotal	171,440	-	-	-	-	-	2,970	2%
Peshastin Project									
572.31	Supplies	15,000	112	3,952	1,261	202	-	6,145	41%
572.35	Small Equipment-FF&E	76,800	-	20,250	67,074	-	-	88,123	115%
572.41	Professional Services -Architect	5,158	7,296	1,104	3,920	-	-	12,320	239%
572.50.41	Professional Services-Other Facilities	104,239	-	39,502	26,521	3,018	-	69,041	66%
	Peshastin Project Subtotal	201,197	7,408	64,809	98,776	3,220	-	175,629	87%
Royal City Project									
572.35	Small Equipment-FF&E	201,235	-	-	-	-	-	-	0%
572.41	Professional Services -Architect	67,078	-	16,640	5,736	3,824	-	31,936	48%

BARS	Description	Amended						2024	Percent
		Budget Apr. 2024	Qtr. 1 2024	Qtr. 2 2024	Qtr. 3 2024	Nov. 2024	Dec. 2024	Totals	of Budget
572.50.41	Professional Services-Other	67,078	-	-	-	-	-	-	0%
	Royal City Project Subtotal	335,392	-	16,640	5,736	3,824	-	31,936	10%
	Soap Lake Project								
572.31	Supplies	14,043	-	-	-	40	-	40	0%
572.35	Small Equipment-Other	122,726	-	-	-	-	-	-	0%
572.41	Professional Services -Architect	35,425	7,971	2,657	16,056	-	-	27,421	77%
572.50.41	Professional Services-Contractor	63,618	-	-	-	-	-	-	0%
	Soap Lake Project Subtotal	235,812	7,971	2,657	16,056	40	-	27,461	12%
	Warden Project								
572.31	Supplies	-	98	(98)	-	-	-	-	-
	Warden Project Subtotal	-	98	(98)	-	-	-	-	-
	Waterville Project								
572.41	Professional Services -Architect	48,151	-	-	-	-	-	-	-
	Waterville Project Subtotal	48,151	-	-	-	-	-	-	-
	Expenditures Subtotal	3,970,802	138,886	215,366	223,207	88,234	61,562	799,925	20%
Month:	Actual Dec. 31, 2023 Ending Fund Balance	12,092,177							
	Actual 2024 Total Revenue	514,836							
	Actual 2024 Total Expenses	799,925							
	Actual 2024 Monthly Ending Fund Balance	11,807,089							
Year:	2023 Projected ending fund balance	12,200,000							
	2024 Projected Revenue-[budget]	194,959							
	2024 Projected Expenses-[budget]	3,970,802							
	2024 Projected ending fund balance	8,424,157							

PROGRAMS AND RESOURCES

DIGITAL MATERIALS

January 2025

Summer Hayes, Associate Director of Programs and Resources

Increasing Demand for Digital Materials

Demand for digital materials has been steadily rising over the past two decades, but usage exploded during the Covid-19 pandemic and digital borrowing at NCW Libraries has increased nearly 40% since 2022. It's clear that digital materials are a highly valued resource for our patrons and we have been steadily increasing our budget for this collection in response. In 2025 we allocated \$720,000 towards the licensing of digital materials, comprising 43% of our entire Collections budget.

Vendor Pricing Structures

NCW Libraries contracts with **OverDrive** and **hoopla** to provide digital materials (eBooks, eAudiobooks, digital periodicals, music, and more) for our patrons. These companies are third-party vendors that provide the platforms and technology that make it possible for patrons to borrow digital content through our catalog, and each offers those services through different pricing structures.

OverDrive charges a digital licensing fee for each title we select. These licensing fees are set by publishers and vary widely. For example, HarperCollins typically licenses titles to expire after 26 circulations, Penguin Random House offers single-copy licenses for 12 or 24 months, and Macmillan's licenses expire after 52 circulations or 24 months, whichever comes first. Assuming an eBook circulates enough to exhaust the license, the price per borrow can be quite low and is a cost-effective way for NCW Libraries to provide digital materials to our patrons. However, it's important to note that these costs are overall much higher than the direct-to-consumer price offered by Amazon or other vendors for digital materials, and we do not permanently own most digital titles in our catalog. This pricing model becomes less appealing when renewing a license that may not be fully utilized.

Hoopla uses a cost-per-circulation model, meaning NCW Libraries pays a fee ranging from \$0.29-\$3.99 every time an item circulates. While we can control costs somewhat by avoiding packages that include more expensive titles, an uptick in usage or high circulation of popular titles can noticeably impact our budget.

To better illustrate the costs of providing digital materials, we compared four popular titles available in both OverDrive and hoopla:

Harry Potter and the Sorcerer's Stone

Print:	\$7.73 paperback
eBook (OverDrive):	\$25.00 Earlier of 52 checkouts or 24 months (one user)
eBook (Hoopla):	\$151.24 as of 9/1/2024 (\$1.99 per use)
Book on CD:	out of print
eAudio (OverDrive):	\$75.00 for 60 months use (one user)
eAudio (Hoopla):	\$1,193.01 as of 9/1/2024 (\$2.99 per use)

A Court of Thorns and Roses

Print:	\$11.31 paperback
eBook (OverDrive):	\$53.00 one-copy/one-user (ownership)
eBook (Hoopla):	Not in catalog

Book on CD:	\$109.00
eAudio (OverDrive):	\$98.00 one-copy/one-user (ownership)
eAudio (Hoopla):	\$864.11 as of 9/1/2024 (\$2.89 per use)

Everyone on This Train Is a Suspect

Print:	\$16.80 hardcover
eBook (OverDrive):	\$42.09 for 26 checkouts (one user)
eBook (Hoopla):	\$76.56 as of 9/1/2024 (\$2.99 per use)
Book on CD:	Not in catalog
eAudio (OverDrive):	\$66.28 one-copy/one-user (ownership)
eAudio (Hoopla):	\$101.66 as of 9/1/2024 (\$3.19 per use)

Just the Nicest Couple

Print:	\$16.23 hardcover
eBook (OverDrive):	\$33.87 for 26 checkouts (one user)
eBook (Hoopla):	\$154.35 as of 9/1/2024 (\$2.99 per use)
Book on CD:	\$46.99
eAudio (OverDrive):	\$74.23 one-copy/one-user (ownership)
eAudio (Hoopla):	\$137.54 as of 9/1/2024 (\$3.15 per use)

Controlling Costs to Stay Within Annual Budget Allocations

Because we use a traditional title selection method with Overdrive, it is relatively easy to control costs through careful purchasing. This method is not compatible with hoopla's model, however, so libraries use several strategies to control costs in this platform such as restricting the types of materials patrons can borrow, limiting the number of titles a patron can borrow each month, and implementing daily spending caps in which access to hoopla is restricted each day after costs reach a designated threshold. Because our hoopla spending exhausted 94% of our 2024 budget in the first eight months of the year, we used two of these strategies to ensure we stayed within our 2024 Collections budget allocations. First, we reduced the borrowing limit from 10 to eight titles per month on September 1. Second, we implemented a daily spending cap of \$826 on December 1. These limits will continue through 2025 and will be reassessed during the annual budget process.

Digital Materials Will Continue to Be a Priority

Although the costs of providing digital materials can be high, the continued increase in circulation of these materials demonstrates patron demand and we will continue to prioritize access this collection to the best of our ability. Digital resources can fill significant access gaps for many of our patrons, including those with visual impairments, mobility issues, and limited access to our branch libraries.

PROGRAMS AND RESOURCES

UNCATALOGUED PAPERBACK OUTREACH COLLECTION PILOT PROJECT

January 2025

Summer Hayes, Associate Director of Programs and Resources

Project Summary

In early 2024 NCW Libraries launched a pilot project designed to reach community members facing significant barriers to using the library. By utilizing a small collection of high-interest uncatalogued “honor system” paperbacks as a launching point to connect with community members, the pilot aimed to increase awareness, interest, and use of library services among our most underserved and vulnerable patrons.

Program Outcomes

There were three outcomes for this project:

- Barriers to accessing printed library materials will be reduced or eliminated through a dedicated collection of honor system paperbacks that meet the needs and interests of our most under-resourced residents, resulting in increased use and improved perception of NCW Libraries.
- Marginalized and underserved audiences register for library cards.
- Community members engaged during outreach activities visit branches for additional resources and services.

Piloting the Outreach Collection

The collection was piloted in several branches and departments engaged in established outreach efforts to patrons with significant barriers to access:

- Mail Order Library (serving incarcerated patrons at the Okanogan County Jail)
- Okanogan (Okanogan County Juvenile Detention Center)
- Peshastin (partnership with Upper Valley MEND Food Bank)
- Twisp (partnership with The Cove Food Bank)
- Warden (partnership with Warden School District)
- Wenatchee (partnership with YWCA Rainbow Camp at Lake Wenatchee, Chelan County Juvenile Detention Center)

In addition to the outreach activities above, the uncatalogued collection was utilized to maintain access to reading material for the community of Curlew during the Reimagining Spaces branch closure. Hundreds of titles for children, teens, and adults were made available in the temporary library space and helped fill a critical need while the Curlew collection was unavailable.

Project Evaluation

Staff used a combination of tracking and observation methods to determine impact:

- Quantitative data
 - Circulation (number of books distributed per event or activity)
 - Brief survey questions collected verbally

- Qualitative data
 - Observations by staff
 - Comments and feedback from patrons

Over the course of 2024, staff engaged with nearly 300 patrons during 34 different outreach events. Of those, 44% reported not having a library card, and 10% reported having no other place to access reading material whatsoever. Just over 10% of patrons reached through this pilot project registered to become new library users.

While raw numbers are useful in calculating reach, they tell a limited story. Comments and feedback from patrons indicate this project had significant worth and impact in many of our communities:

A patron from **The Cove Food Bank in Twisp** shared they were excited to be able to pick out a book on the same trip as her visit to the food bank because mobility is an issue for her. Another said she gets books from the senior center thrift store but was happy to be able to borrow one of our "nice, new" books because "you never know what you're going to get at the senior center." Another commented, *"I didn't know you go out to other places in the community. It's easy for me to see that the people at our libraries really care about people."* Another patron said they worry about getting library books because they accidentally damaged a library book once and it was a problem, but borrowed a paperback when they understood there was no risk of being fined.

A patron at the **Upper Valley MEND Food Bank** commented that she appreciated being able to borrow books at the food bank because she and family have a hard time making it to the library with their busy work schedules.

In response to bringing a selection of LGBTQAI+ books to support teens participating in a **YWCA Rainbow Camp** event, a counselor responded with this comment: *"The books were a HUGE HIT. HUGE. We had a couple teens who probably read a couple books over the weekend and the adult volunteers read too. I cannot say enough good things about the selection of books you provided. It felt so special to have such a curated selection. We could tell that you put a lot of thought into the books you selected and that was seen and so very appreciated. It is so rare that queer kids ONLY see themselves in the books on the shelves they peruse. So having such a queer selection... I really have no words. It was truly powerful. Thank you. Also, the new honor system is fantastic...a few of the books went home with some of the campers so I'm crossing my fingers they come back. Thank you again for being a part of our extended Rainbow Camp community... we couldn't have done it without you."*

Books and reading can be a lifeline for incarcerated teens and adults. Monthly visits made by library staff to the **Okanogan County Juvenile Detention Center** and **Chelan County Juvenile Detention Center** frequently result in lively conversations about popular titles and series; youth love to share their opinions on books and frequently share books among them between visits. Over half the students at the Okanogan JDC signed up for cards so they could continue using the library. And, while it seems counterintuitive, accessing books once released from detention can be a challenge due to transportation and other barriers, and students indicated they intended to check out digital materials. Our Mail Order Library sent 437 uncatalogued books to adults incarcerated at the

Okanogan County Jail in 2024. Requests from inmates continue to increase as word spreads in the facility and books are frequently shared to maximize access.

In **Warden**, the books were used during several school outreach events as a way to connect with new Spanish-speaking residents, many of whom are recently arrived immigrants and refugees, and introduce library programs and services to parents who may have limited experience with public libraries.

Next Steps

Based on the success of the pilot, it is clear this project is meeting the outcomes as designed and is impacting our communities in meaningful ways. Therefore, we have designated a permanent line item in the Collections budget so that we can expand to additional communities across the district.



BOARD STAFF REPORT

To: Board of Trustees

From: Reimagining Spaces Project Team

Date: January 16, 2025

Proceeding Type: Board of Trustees Meeting

Subject: Reimagining Spaces Update

Staff Report Summary:

Informational only

Board action required

Overall, the project is progressing well! The Reimagining Spaces team continues to work well as a team and alongside other departments. The team is planning to post and hire an additional temporary, project-specific Operations Technician to continue efficiency and timeline improvements made over the past year.

The Soap Lake project began on Monday, 1/13. Further budget analysis is included below, with a request to act on Amendment #1 to Resolution No. 23-05. This amendment would increase the project budget and authorize Barbara to sign contracts and make purchases not to exceed the new amount.

In addition to other branch updates below, we'd like to call special attention to the grand opening celebration of the Curlew Library refresh, which was held on Friday, 1/3. There was a great turnout and overall feedback was positive!

Discussion/Analysis:

Additional Project Staffing:

A year ago, we piloted the addition of an Operations Technician to the Reimagining Spaces team by hiring Jeff Mauch. The Operations Technician position was designed to help us better steward taxpayer dollars and ensure that project costs remain within the amount available in Fund 647. This position directly performs the work we would otherwise be required to contract for (framing, drywall installation, painting, etc.).

Using this pilot staffing model, the project team has completed the Peshastin and Curlew projects and have started work in Soap Lake. We're happy to report that the Operations Technician position has been instrumental in ensuring that the project remains on schedule and on budget. Because this has been so successful, we plan to hire a second Operations Technician.



We are confident that the addition of a second Operations Technician will significantly improve project timelines, ensure that punch list response occurs more quickly for completed projects, and increase the safety and efficiency for employees onsite.

The board-approved 2025 Budget for Fund 647 included enough personnel allocation to cover employment of an additional Operations Technician. In addition, it is important to note that we can sustainably afford to hire this position without allocating any additional amounts to Fund 647, in large part due to significant interest earnings over the past year.

Soap Lake Budget Review:

The Reimagining Spaces Project Team requests the Board to review and execute the attached Amendment #1 to Resolution No. 23-05 for the Soap Lake Public Library refresh, which will allow Barbara signing authority to approve outstanding contracts that will exceed the project's current budget.

During the budgeting process, the team did not anticipate a full replacement of the metal shelving in Soap Lake. The move of the Coulee City library necessitates a shelving purchase as their existing pressboard shelving would not withstand a move. Coulee City was not able to sign a minimum 10-year occupancy agreement in this new space, so no Reimagining Spaces dollars will be spent in Coulee City.

To be judicious stewards of the District's limited operational funds, the project team is planning to purchase new shelving for Soap Lake from that location's Reimagining Spaces allocation, Fund 647. This change will result in a project allocation overage of approximately \$25K. We plan to pay for this out of the established contingency existing in Fund 647.

Other considerations:

- The project team has completed four Reimagining Spaces projects to date, none of which have gone over budget or necessitated the use of contingency funds.
- Projects that are anticipated to be in later cohorts already include escalation contingency.
- Should the full \$25K not be spent, the remainder will be reallocated back to contingency.

General Reimagining Spaces Status:

At the bottom of this section is a table indicating the phase of progress that each branch scheduled to begin this year is in. In addition to progress with these branches, our team has a few other exciting updates:

1. Omak: The project team is planning on beginning community engagement in March of 2025. This date was chosen to align with the Department of Commerce grant the Library expects to receive.



2. Cashmere: Design is well underway! The project team collaborated with City leadership to make a request to local representatives for direct appropriation from the legislature which would fund the installation of (3) ADA push buttons at all public entrances of the library. We expect to hear back on the results of this request in the first half of 2025.
3. Curlew: The grand reopening on Friday, 1/3 was a success! There are minor follow-up items that need to be completed, but overall feedback from the community and stakeholders is positive. Specific positive feedback that the space looks and feels bigger, the furniture is comfortable, and the quiet room outfitted with technology is very useful!
4. Ephrata: The plans have progressed to the bid set phase.
5. Soap Lake: The library was closed to the public beginning Monday, 1/13. The Reimagining Spaces project team and local staff have begun packing the library, removing furniture, and preparing for updates! We estimate soft opening in early May.
6. Coulee City: The Coulee City Library will be closed from January 27th to February 8th for their move from the existing library to the new port building.
7. Royal City: The FOL builder anticipates being done with their portion of construction in March/April of 2025. Coordination is ongoing for electrical rough in. Orders will be placed for furniture and shelving so that we're ready when they are!
8. Bridgeport & Oroville: Both branches have completed their Community Engagement process and will begin the design process early in this year.

Branch	Community Engagement	Design	Bidding	Construction	Completion
Brewster					X
Curlew					X
Peshastin					X
Ephrata		X			
Soap Lake				X	
Cashmere		X			
Royal City			X		
Chelan		X			
Manson		X			
Oroville		X			
Bridgeport		X			

Staff Recommendation:



The Reimagining Spaces Project Team recommends that the Board signs Amendment #1 to Board Resolution No. 23-05 granting Barbara Walters additional signing authority for the Soap Lake project.

Financial Implications:

The use of up to \$25K of project contingency for Soap Lake’s Reimagining Spaces Project. No additional funds are being requested from any other NCW Libraries Funds.

Attachments:

Yes No

1. Amendment #1 to Resolution No. 23-05

Requested Board Action:

I move to approve Amendment #1 to Resolution No. 23-05 to grant Barbara Walters with additional signing authority not to exceed \$260,812 for the Soap Lake Public Library’s Reimagining Spaces Project.

Legislative Information (if applicable):

History:

Requested Board Action:

Legal Review:

Yes No

NCW Libraries Resolution 23-05

Amendment #1

Resolution No. 23-05 established and adopted a project budget allocation for design and improvements to the Soap Lake Public Library in the amount of \$235,812.00. This resolution authorized the Executive Director to execute contracts and make purchases for products and services that exceed limits established in NCW Libraries' Purchasing Policy as long as the total of contracts and purchases does not exceed the adopted project budget allocation.

This Amendment will increase the project budget allocation to \$260,812.00 and subsequently increase the Executive Director's signing authority to execute contracts and make purchases for products and services.

DATED AT WENATCHEE, WASHINGTON this sixteenth day of January, 2025.

BOARD OF TRUSTEES
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BOARD STAFF REPORT

To: Board of Trustees

From: Tim Dillman, AD of Community Libraries

Date: January 2025

Proceeding Type: Board of Trustees Meeting

Subject: Community Libraries Board Report

Staff Report Summary: Informational only

Board action required

Team meeting topics over the past month have included:

Staff Support:

- Use of Personal Vehicles for Library business
- Job Description revisions

Frontline Staff Training:

- Patron Behavior

Information Sharing & Feedback Gathering:

- The importance of and best practices for documentation
- Setting priorities for focus in early 2025
- Gathering feedback on Area Manager and Supervising Librarian job descriptions.

Collaborative Work:

- Initial 2 brainstorming meetings of the Public Services Management Team
-

In preparation for a Senior Branch Leadership Team retreat in January, each team member took a Clifton Strengthfinder report. The team results showed high levels in the domains of Strategic Thinking and Relationship Building. The team shows very low levels in the domain of Influencing.

Top Group Strengths		Domain Distribution	
Learner	5	Strategic Thinking	15
Developer	4	Relationship Building	14
Intellection	4	Executing	10
Individualization	4	Influencing	1
Belief	3		

The team will spend time in January discussing what each individual member’s strengths mean for how they individually lead as well as both the opportunities and pitfalls that the team’s distribution of strengths brings.

I am excited to start the year off with a focus on what each team member contributes and continue the momentum we are seeing as this team starts to focus on group work and shared areas of leadership for the organization!

Discussion/Analysis:

Between the holiday closures, staff vacation time, and the short turnaround between board meetings, there is not quite as much to report on this month. I've selected one item in each category that aligns with our Strategic Directions from all of the regions:

Meet Critical Community Needs:

Nat Heck, Central Region

Twisp Librarian, Ree West, collaborates with multiple organizations in the Methow Valley to bring holiday cheer to those in need at the Manger Mall. Here is Ree's description of the event and her role in it:

"Manger Mall is a spinoff program of The Cove. It's an annual event that typically takes place on the first Saturday in December. Families that are struggling financially can sign up to "shop" for Christmas presents for any children under 18. All of the toys and books are new. If parents can afford it, they can donate \$1 for the toys, but the books are always completely free. Manger Mall gives me a budget of \$400 to purchase books for the event. Our wonderful local book store in Winthrop, Trail's End Books, lets us put a donation box for new books in the store the month before the event, and they give everyone a 10% discount on children's books purchased for donation. I coordinate pickup of the donations, and along with former Twisp Librarian Terry Dixon, set up the book display for the event. Our community is wonderfully generous, and it's amazing getting to help parents select beautiful new books for their children on the day of the event. Here's one example from last Saturday: The mom of an 11 year old who's a voracious reader was having trouble picking between the two chapter books I had recommended for her child, because they both looked good. When I told her that OF COURSE she should take both of the books for her child, because being a voracious reader is one habit we absolutely want to support, this sweet mom burst into tears. We all struggle at different times in our lives. I was a single parent who struggled to put Christmas presents under the tree at one time, too. It's absolutely amazing getting to help families share a love of books with their kids on Christmas."

Enhance Customer Experience:

Austin Foglesong, Moses Lake Public Library:

The staff in Moses Lake continue to improve the overall physical space in the branch following the installation of new shelving last summer. A rearrangement of the back-of-house staff spaces has provided a more professional and organized look at the patron service point and allows the staff to have greater focus when working on individual projects. The new defined teen space has been very well received and we hope to enhance it further with the addition of an art hanging system. Long term, we are hoping to work with the Moses Lake Library Foundation to purchase some new pieces of

furniture for better display of the collection, as well as a portable standing checkout station that allows staff to be out on the floor working on projects and still able to expedite checkout for patrons.

Strengthen Organizational Health:

Michael McNeil, North Region:

The grand re-opening of Curlew was a great experience. It took pretty much the whole organization to pull that off. Tim, Amanda, Torrey and Jeff were all responsible for getting the different components of the build done. Everyone has done a great job. The library looks clear, bright, colorful, sober, and inviting. The community feedback is that they love the colors and the furniture.

IT got all of the tech stuff in place before the grand re-opening and during the day we had lots of people using the computers and checking out the new meeting space. The office for Annalisa is great.

MarCom got emails to patrons and the press release to the newspaper so people were informed and could attend.

Previous librarians Jas, Lilly and Buffy were all there to support Annalisa and to reconnect with patrons. During the slide show that Annalisa put together of all the historical photos there were many that showed the love and care that Jas, Lilly and Buffy had given to the Curlew community over the years.

The Friends did a great job of decorating with balloons, setting up the library space to hold the party and then gave a couple really wonderful speeches. Barbara spoke and did a great job talking about her connection with the friends in Curlew and gave an overview of her time with the people of Curlew.

The local business The Pot and Kettle donated a hot chocolate bar for everyone and then had tokens that you could take and get a free cup of coffee or tea. The saloon gave \$2 off a Heminway daiquiri if you brought in a book that you checked out from the library. So lots of support from the local community for the event.

To me the grand re-opening showed the culmination of all of the hard work of the entire organization.

Maximize Community Investment:

Kyle Huizenga, Wenatchee Public Library:

Meeting rooms have increased in popularity since becoming available in June. Looking at all the meeting rooms together, in October they were booked 40% of their available time, 46% in November, and 50% in December. The Lupine room, our smallest meeting room, is up to 58%, so the room is being used more than it is sitting empty. The numbers are already exceeding expectations, and they appear to still be climbing rapidly.

Staff Recommendation: N/A

Financial Implications: N/A

Attachments: Yes No

If yes, name(s) of attachment(s):

Requested Board Action: N/A

Legislative Information (if applicable): N/A

History:

Requested Board Action:

Legal Review: Yes No



BOARD STAFF REPORT

To: Board of Trustees

From: Sheila Callihan, HR Director

Date: January 10, 2025

Proceeding Type: Board of Trustees Meeting

Subject: Board Report

Staff Report Summary: Informational only Board action required

Filled Positions:

New Hires:

Michelle Parbol- Brewster Customer Service Technician- 01/07/2025

Internal Transfers/Promotions:

Jeana Rushton- George Temp CST to George Librarian- 02/01/2025

Angel Giese- Moses Lake Library Assistant to Moses Lake CST- 01/16/2025

Resignations:

Michael Arciga- Finance Manager- 1/17/2025

Kayla Mejia- Mattawa Temp CST- 02/08/2025

Retirements:

Open Positions:

Future Start Dates:

Nolan Parker- Moses Lake Customer Service Technician- 01/21/2025

Posted Positions:

Branch Librarian, Tonasket - Open until filled (currently operating with upgraded CST)

Branch Librarian, Mattawa- Open until filled (currently operating with Temp CST)

Processing Distribution Technician- Distribution Center- open until filled (Interviewing)

Delivery Driver- Distribution Center- Open until filled

Discussion/Analysis:

Staff Engagement and Growth:

83 staff members are currently completing a "Position Questionnaire" as part of the Classification and Compensation Study

Financial Implications:

Other:

Attachments:

Yes

No

If yes, name(s) of attachment(s):

Legislative Information (if applicable):

History:

Requested Board Action:

Legal Review:

Yes

No

If yes, name(s) of attachment(s)



BOARD STAFF REPORT

To: Board of Trustees
From: Aaron Floyd
Date: 1/10/2025
Proceeding Type: Board of Trustees Meeting
Subject: IT Department Board Report

Staff Report Summary: Informational only Board action required

PROJECTS

The IT Department continues to make substantial progress on several projects – most of them carrying over from last year.

My team is focused on the following:

- 1) **SharePoint Phase 3:** We continue to work with Marcom to build out our pilot sites and resources. We hope to have the first sites up in the next few months.
- 2) **Datawarehouse and Reporting Project:** We are now collecting a limited set of data points and will continue to expand on those over the coming weeks. We look forward to being able to provide reporting later this year.
- 3) **Facilities Ticketing System:** We are working with our Facilities Manager (Amanda Lawson) to provide her team with a much-needed work-order management system. Currently all requests are managed via email and that makes prioritization and coordination particularly challenging. Our Network Operations Manager (Matt Neumann) is heading up this project.
- 4) **Self-check Stations:** We have deployed the Meescan self-check stations to 13 branches! Data is showing fast adoption of the new resource by patrons in many locations. Our Support Technician (Roger Garnica) is doing an excellent job working with the branches and the Associate Director of Community Libraries (Tim Dillman) to move this project forward.
- 5) **New Public Computer Environment:** New public stations were installed in Curlew and Republic as a part of our Phase 1 deployment plan. We now have the new Microsoft public computing environment operating in 4 locations (Curlew, George, Peshastin, and Republic). My team continues to develop Phase 2 of the environment (providing staff added functionality and control over the new resource).
- 6) **Cyber Security:** We have completed the implementation of our new Arctic Wolf cyber security monitoring service! We are roughly 60% through our cybersecurity project work and will that project work in 1-2 months. The next major step will be to draft up a cyber security policy for the organization.
- 7) **Security Camera Installations and Upgrades:** Both Curlew and Republic had the new security camera system installed in December. We've now implemented 112 of 160 cameras in 16 locations (70% complete).
- 8) **Reimagining Spaces & Location Moves:** My team is working with the Facilities Department to schedule installation of the Coulee City resources in the new building later this month and working through the tear down of Soap Lake resources when they close for remodeling.

SUPPORT

Here are the support statistics for January-December:

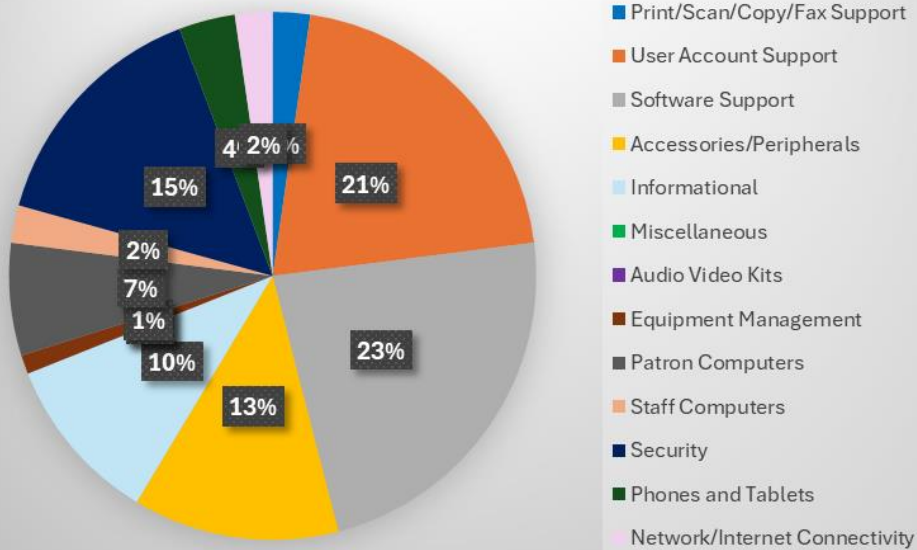
Support Requests per Month			
Month	2024	2023	% ±
January	141	106	33%
February	166	112	48%
March	136	144	-6%
April	107	149	-28%
May	106	144	-26%
June	96	123	-22%
July	175	140	25%
August	133	153	-13%
September	133	141	-6%
October	134	143	-6%
November	99	224	-56%
December	93	170	-45%
Total YTD:	1519	1749	-13%

Note: We are beginning to see a significant decrease in end-user support requests. This can be attributed to the following 5 factors:

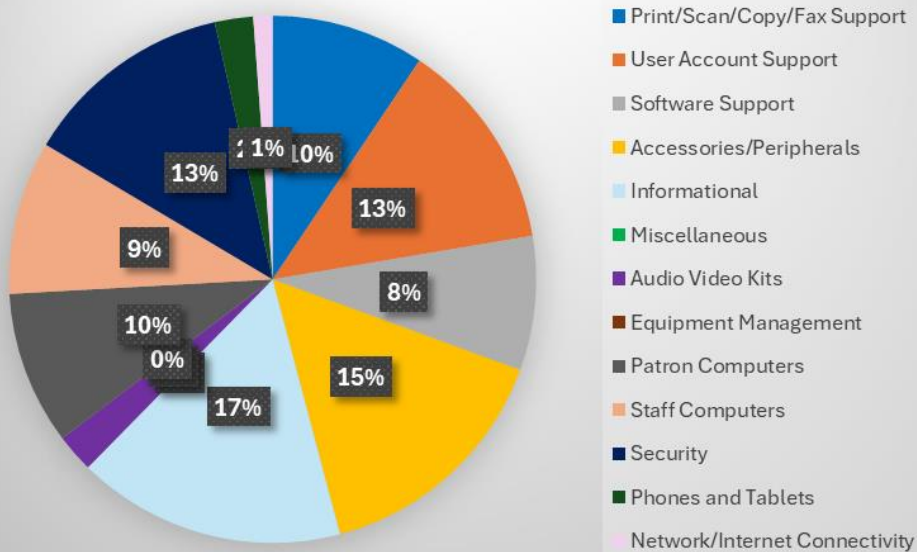
1. Reduction in new end-user solutions deployed - since migrating to the new Microsoft environment and copier solution we have not introduced more large-scale solutions (in part because of limited bandwidth, our focus on cybersecurity, and our support of the reimaging spaces project work).
2. Standardization of technology solutions - eliminating redundant technologies (like Slack for Teams) and having everyone use the same resources has strengthened peer-level support and reduced support demand.
3. Enterprise-level solution management – the speed and ease with which the IT Team can support and deploy solutions across the organization is exponentially faster than non-enterprise technologies. Microsoft is still decades ahead of Google in this area.
4. Enterprise solution integration – having a seat at the acquisition table and intentionally selecting technologies that better integrate with existing resources has eliminated duplication of work and streamlined work processes for staff at all levels. Single Sign-On is a fitting example of this.
5. Robust end-user documentation and referrals – carefully assembling documentation that is geared for staff with a wide range of technical expertise, maintaining up to date information, and referring staff to the relevant support documents (instead of providing the answers up front) has shown them ‘how to fish.’ For example, our Copier Guide for Supporting Patrons is 20 pages long and ½ of it covers 50 of the most frequently asked copier questions.

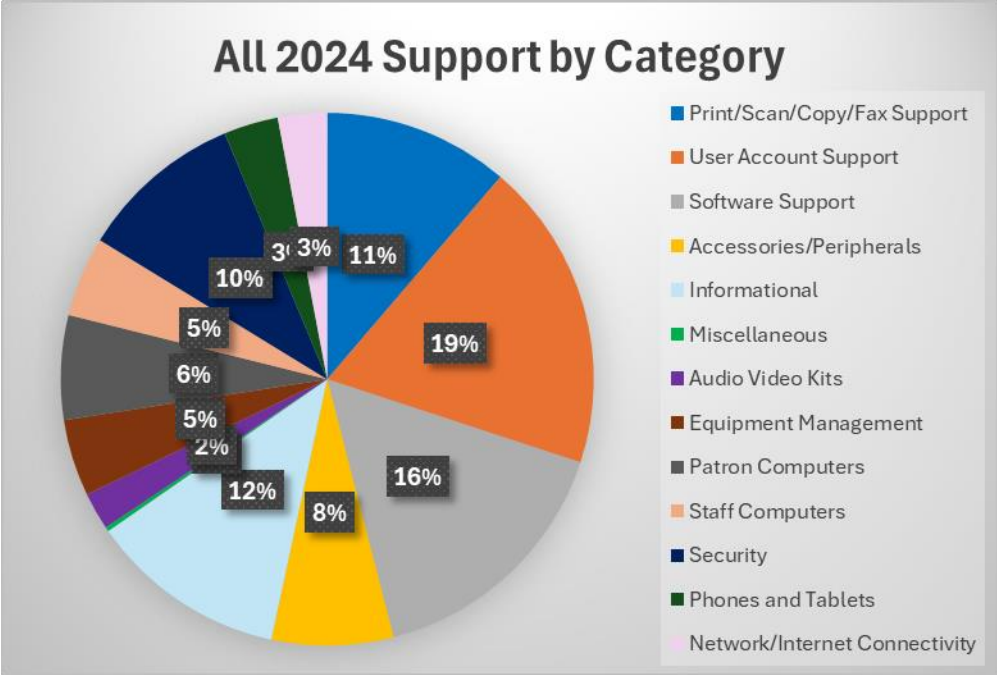
Of course, none of this would be possible without an awesome team and the sponsorship of our administration.

November Support by Category



December Support by Category





Discussion/Analysis:

Staff Recommendation:

Financial Implications:

Attachments:

Yes

No

If yes, name(s) of attachment(s):

Requested Board Action:

Legislative Information (if applicable):

History:

Requested Board Action:

Legal Review:

Yes

No

If yes, name(s) of attachment(s)

Meet Critical Community Needs:

Media Coverage of the December Board Meeting Regarding LGBTQ+ Flag and Material:

Since the last board meeting, NCW Libraries has received media attention regarding the display of the Pride Flag and the inclusion of LGBTQ+ resources at the Republic Library.

While we continue to see written criticism on social media, the overwhelming response from community members has been positive. Many have expressed gratitude for our inclusive displays and resources, emphasizing their value to the community. Copies of these responses are included in your board packet.

Narcan Vending Machine at Moses Lake Library Update:

The Narcan vending machine, installed as part of a year-long collaborative project between NCW Libraries, Thriving Together, and the city, has garnered mixed media coverage and diverse community responses.

Several media outlets shared our press release that highlighted the project as a proactive measure in addressing the opioid crisis in Grant County, praising the library's leadership in harm reduction strategies. Public health advocates and community members have expressed strong support for the initiative. The City of Moses Lake has asked us to consider removing the machine; however, we continue to emphasize our shared goal of addressing the opioid crisis in Grant County, the importance of this life-saving resource, and are actively engaging with stakeholders to address concerns.

My opinion: The critical feedback reflects ongoing societal stigma surrounding substance use and harm reduction tools like Narcan. Many critics argue that the vending machine promotes drug use; however, these machines are intended to provide a life-saving resource for loved ones, families, and friends who may need immediate access to Narcan to save someone's life.

2nd DRAFT NCW Libraries Display Policy

Purpose

The purpose of this policy is to support library staff in the planning and implementation of library-initiated displays while informing the public about the policies and criteria that shape these decisions. This policy is informed by the American Library Association's Library Bill of Rights, Freedom to Read, and Freedom to View statements.

Scope

NCW Libraries maintains displays throughout our libraries that showcase our diverse collections, highlight cultural, educational, and local interests, and connect people to resources and opportunities that support individual growth and strengthen communities. These displays are designed to promote intellectual freedom, reflect diverse viewpoints, and foster lifelong learning in alignment with our mission.

Statement of Policy

NCW Libraries has the sole discretion for initiating and curating displays, including but not limited to collection items, promotional materials, flags or other items. Displays are used to highlight new and relevant materials, educate the public on a variety of subjects, genres, and formats, celebrate national events, and inspire curiosity in the Libraries' collections, services, and resources. NCW Libraries may also feature permanent or semi-permanent installations such as art and murals that celebrate the culture, history, and diversity of the communities we serve. We join the American Library Association, the Library of Congress, and other national organizations in sharing a commitment to elevating the voices, stories, and experiences of historically marginalized communities. These communities include many people that have not traditionally felt safe, welcome, or heard in public spaces, whose histories and contributions have often been overlooked and excluded from the broader cultural narrative.

Library staff are empowered to use their professional training and expertise to curate displays that represent and respond to the diverse range of backgrounds, interests, and needs of their local community. They are encouraged to highlight a variety of perspectives and experiences, using the following criteria to make thoughtful decisions about display topics, materials, and accompanying resources:

- Interest, information, and enlightenment of all people in the community the library serves.
- Availability of display space.
- Historical, cultural, or educational significance.
- Connection to other community or national programs, exhibitions, holidays, or events.
- Promotion of library collections, resources, and programs.
- Address the needs of priority audiences within the community, such as those related to cultural, historical, or underrepresented groups.

The final responsibility for the display of library materials is held by the Library Director, but day-to-day responsibility is shared by professional employees throughout NCW Libraries.

Ethical Considerations:

The Library adheres to legal and ethical standards regarding the display of materials, including the American Library Association's Library Bill of Rights, Freedom to Read, and Freedom to View statements. The Library is committed to promoting intellectual freedom and access to information while respecting the diverse opinions and beliefs of its patrons.

The Library strives to include a wide spectrum of opinions and viewpoints in library-initiated displays, as well as offer displays that appeal to a range of ages, interests, and information needs. The Library will not remove or censor materials highlighted in displays based on their controversial content, but rather will provide access to a broad range of materials that reflect the diversity of the community.

Reconsideration:

Persons from the community wishing to request a display to be reconsidered, in part or whole, are welcome to fill out a comment card available at the circulation desk. Any concerns raised by users about the display of certain materials will be addressed in a respectful and appropriate manner.

Mireya Sanchez

From: Sarah Wilson <sarahwilson1954@yahoo.com>
Sent: Sunday, January 5, 2025 12:53 PM
To: NCW Libraries Board
Subject: Republic Library Challenge

Attention: NCWLibraries Board of Trustees

Hello,

I have become aware of The Republic Library Changemakers group who is trying get the LGBTQ flag (and other materials?) removed from the Republic library. I do NOT support this group. In reading the Source ONE News article (attached) about this group appearing before your board, I want to thank you, and let you know I appreciate your defending NCWLibraries' mission, and not caving to those attempting to limit access to information as well as inclusivity.

Please keep resisting this group, and make it clear to your fellow board member, Nancy Churchill, that she is acting in conflict with your organization's mission. Of course she may express her disagreement with an aspect of the mission, but may not act as such. Here in Ferry County, we are also resisting the Changemakers group. I have asked the Ferry County commissioners to do the same, including the removal Nancy Churchill from their appointment of her to your board.

Thank you for your community work.

Sarah Wilson
982 S. Portland Street
Republic, WA 99166

Mireya Sanchez

From: Crystal Strong <crystalstrong@windermere.com>
Sent: Saturday, January 4, 2025 1:08 PM
To: NCW Libraries Board
Subject: Pride flag Republic Branch

Dear Board of Directors,

I fully support the library's decision to fly the LGBTQIA flag. The library serves as a beacon of inclusion and acceptance for all individuals. Those who claim that the flag makes them feel unsafe should take a moment to empathize with the experiences of LGBTQ individuals. Members of the LGBTQ community have faced discrimination and violence simply for being themselves. It is crucial that we demonstrate that all people are welcome in the library, regardless of their sexual orientation or gender identity.

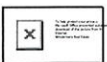
It is important to remember that everyone has the freedom to choose the content they engage with. If someone does not agree with or support LGBTQ literature, they are not obligated to read it. The LGBTQ flag symbolizes love and acceptance, not hatred or exclusion. It is a representation of diversity and unity within our community.

In conclusion, the LGBTQIA flag at the library is a powerful symbol of inclusivity and support for all individuals. It is a reminder that everyone deserves to feel safe and welcomed in our shared spaces. Let us continue to promote understanding and acceptance within our community.

I hope the library holds strong and doesn't cave to the "changemakers" proposed flag policy. They do not represent the majority of people in Republic.

Thank you for your time and consideration.

Sincerely,
Crystal Strong® / Broker



WINDERMERE REPUBLIC

crystalstrong@windermere.com

MOBILE 509-263-1525

Office 509-775-3004

728 s. Clark Ave.

Republic WA, 99166



Mireya Sanchez

From: Kathy G <queenpinki@yahoo.com>
Sent: Sunday, December 29, 2024 2:17 PM
To: NCW Libraries Board
Subject: Flags at the Republic library

Good afternoon,

Recently I became aware of a small but loud group of individuals that have a problem with Pride flags being displayed at the library in Republic. Please do not cave to this group of people that want to make choices for others. They already alluded to not only having an issue with the flags but issues with books available on the shelves. Giving them an inch will give them the go ahead to push a mile.

How dare they try to decide what reading material is available to my young family members. Their claims of feeling "unsafe" are pathetic and being used for dramatic effect. The comparison of Nazi flags is one of the most ridiculous things I've seen and just goes to show they should all read more and further their education.

I am going to keep this very short as I think you can understand my stance in a few short sentences. I am a strong supporter of libraries, books, education and equal rights. I grew up in Republic and as a child was a frequent user of the library in part because we grew up too poor to buy very many of our own books. After returning from college, I raised my own son there, ran multiple businesses and sat on the city council. My roots run deep although I no longer live there, I have many family members and friends raising their own families there and they deserve to have access to all kinds of reading materials. Those of the often-repressed LGBTQ community should continue to be supported and shown that the library is a safe place for them.

Do not let a small group of hateful bigoted nutjobs be the voice of many!!!!

Sincerely,

Kathryn Stoesser Lund
4219 E Summercrest Ave
Spokane WA 99223

Mireya Sanchez

From: Steven Scott <s.scott530x@gmail.com>
Sent: Monday, January 13, 2025 11:44 AM
To: NCW Libraries Board
Subject: Support for the Republic Library

Dear NCW Library Board,

I am writing to express my strong support for the decision to display the Gay Pride flag at the Republic Library. As a member of the community, I believe it is essential for our library to be a welcoming and inclusive space for all individuals, regardless of their sexual orientation or gender identity.

The Gay Pride flag is a symbol of diversity, acceptance, and celebration of the LGBTQ+ community. It is a powerful symbol that represents the struggles and triumphs of individuals who have faced discrimination, marginalization, and oppression for far too long. By displaying the flag, the Republic Library is sending a clear message that it values and respects the dignity and worth of every individual, regardless of their sexual orientation or gender identity.

In recent years, there has been a growing trend of libraries and other public institutions displaying the Gay Pride flag as a way to promote inclusivity and diversity. This trend is not only a reflection of the changing attitudes towards the LGBTQ+ community, but also a recognition of the importance of creating safe and welcoming spaces for all individuals.

The Republic Library has a long history of promoting literacy, education, and community engagement. By displaying the Gay Pride flag, the library is not only promoting diversity and inclusivity, but also providing a platform for the LGBTQ+ community to express themselves and connect with others who share their experiences and struggles.

Moreover, the display of the Gay Pride flag is not only a symbolic gesture, but also a practical step towards creating a more inclusive and welcoming environment for the LGBTQ+ community. It sends a clear message that the library is a safe and welcoming space for individuals who may have previously felt marginalized or excluded.

I understand that some individuals may have concerns about the display of the Gay Pride flag, citing concerns about "politics" or "controversy." However, I believe that the display of the flag is not a political statement, but rather a statement of inclusivity and respect for the dignity and worth of every individual.

In fact, the display of the Gay Pride flag is a reflection of the values that our community holds dear, including diversity, inclusivity, and respect for all individuals. It is a reminder that our community is stronger and more vibrant when we celebrate and respect the differences that make us unique.

Furthermore, the display of the Gay Pride flag is not a one-time event, but rather a commitment to creating a more inclusive and welcoming environment for the LGBTQ+ community. It is a reminder that our library is a place where everyone can feel welcome, respected, and valued.

In conclusion, I strongly support the decision to display the Gay Pride flag at the Republic Library. I believe that it is a powerful symbol of diversity, acceptance, and celebration of the LGBTQ+ community, and a reminder of the importance of creating safe and welcoming spaces for all individuals.

I urge the Republic Library to continue to promote inclusivity and diversity in all aspects of its programming and services. I believe that by doing so, the library can play a vital role in promoting a more inclusive and accepting

community, and providing a platform for the LGBTQ+ community to express themselves and connect with others who share their experiences and struggles.

Thank you for considering my thoughts on this matter. I look forward to continuing to support the Republic Library and its efforts to promote inclusivity and diversity.

Sincerely,

Steven Scott



ReplyForward

Add reaction

Mireya Sanchez

From: Richard Scott <rich7723@myyahoo.com>
Sent: Monday, January 13, 2025 11:40 AM
To: NCW Libraries Board
Subject: Letter in Support of Republic Library

Dear NCW Library Board,

I am writing to express my strong support for the Republic Library's decision to display the LGBTQ+ Pride flag and to make available books on diversity and inclusion. As a member of the community, I believe that this initiative is a crucial step towards creating a welcoming and inclusive environment for all patrons, regardless of their sexual orientation, gender identity, or any other characteristic.

The display of the Pride flag is a powerful symbol of acceptance and solidarity with the LGBTQ+ community. It sends a clear message that the library values diversity and is committed to promoting inclusivity and respect for all individuals. In an era where discrimination and marginalization are still prevalent, it is more important than ever that we create spaces where everyone feels seen, heard, and valued.

Moreover, the availability of books on diversity and inclusion is essential for promoting understanding, empathy, and acceptance. By providing a wide range of materials that reflect the experiences and perspectives of diverse individuals, the library can help to break down barriers and challenge harmful stereotypes. This is particularly important for young people, who are still developing their sense of identity and are often exposed to harmful messages and biases.

The library's decision to display the Pride flag and provide books on diversity is not only a moral imperative, but also a practical one. By creating a welcoming and inclusive environment, the library can attract a more diverse range of patrons and foster a sense of community and belonging. This, in turn, can lead to increased engagement and participation in library programs and services, as well as improved overall well-being and mental health.

Furthermore, the display of the Pride flag and the availability of books on diversity can help to promote social justice and challenge systemic inequalities. By providing a platform for marginalized voices and experiences, the library can help to amplify the voices of those who are often silenced or marginalized. This can lead to a more just and equitable society, where everyone has the opportunity to thrive and reach their full potential.

I understand that some may argue that displaying the Pride flag and providing books on diversity is a political statement, and that the library should remain neutral. However, I firmly believe that the library has a responsibility to promote inclusivity and respect for all individuals, regardless of their background or identity. By doing so, the library can help to create a more just and equitable society, where everyone has the opportunity to thrive and reach their full potential.

In conclusion, I strongly support the Republic Library's decision to display the LGBTQ+ Pride flag and to make available books on diversity and inclusion. I believe that this initiative is a crucial step towards creating a welcoming and inclusive environment for all patrons, and that it has the potential to promote social justice and challenge systemic inequalities. I urge the library to continue to prioritize diversity and inclusion, and to provide a platform for marginalized voices and experiences.

Thank you for your time and consideration.

Sincerely,

Richard Scott

PO Box 151
Curlew WA 99118

December 26, 2024
Barbara Walters
Bwalters@ncwlibraries.org
NCW Libraries
16 N Columbia St
Wenatchee, WA 98801

Dear Ms Walters:

I am writing to be a voice of support for diversity in our libraries. I love our regional libraries, and all libraries everywhere. I couldn't be more delighted that we have local libraries in our low population region, Ferry County. Our Curlew Library has undergone a lovely renovation (though storage space was short changed, but I know our resourceful librarians will figure this out.)

I understand our Republic Library is having some controversy re Pride inclusion and fears around diversity, and I expect around new definitions of what it means to be a family. I believe this is simply a small group of people who are being very vocal (which encourages me to be vocal to counter their loudness). I think a mountain is being made out of a molehill, and that you will find that most people in Ferry County feel welcome and comfortable coming to our libraries and using the facilities, and that most of us can adjust to change and/or changes in our culture.

If it is parents who are concerned about what their children are reading and seeing, this is where parenting comes in; you as a parent need to talk to your kids and teach them, to the best of your ability, to respect the beliefs of your family. And it is wise to teach them to respect and tolerate the beliefs of others. Reality is, no parent or church can completely censure outside ideas; the best a parent can do is be a loving and sincere example for their kids to model.

But the world changes, ideas of inclusion and acceptability change (thank goodness or women would not be voting or owning property!) and we all have to "grow up" and embrace the reality that respecting the diversity of all the peoples of the world is the only attitude that makes any sense if we are to coexist in harmony and peace. It is the mature thing to do.

I hope, you, Ms Walters, as the leader of our library systems, can continue to lead the way in an open minded and all inclusive fashion. Thank you for your service and dedication to our libraries.

Sincerely,

Molly Detweiler

(I am also including a PDF version, if that is helpful.)

A local friend shared that a group of people are demanding that the Ferry County branch remove their pride flags - claiming they feel "unsafe". This is ludicrous and harmful for LGBTQ+ youth (+ adults) who need to know the library is a safe, supportive space!

SEATTLE WA 980

23 DEC 2024 PM 3 L



NCW Libraries
16 N. Columbia St.
Wenatchee WA
98801

Roald Dahl

please don't let hate win
Thanks - Jenny Perdue

RD225 BFG

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HOW ARE WE DOING?

¿Como estamos haciendo?

Please share your comments & compliments.

Comparta sus comentarios y elogios.

Republic library staff & resources are the absolute Best! Always welcoming, friendly & helpful, Jazmine & Lily are wonderful advocates for reading & literacy. Bonny provides such great opportunities for both kids & adults to get together to create! How fortunate we are to have our wonderful library & staff!

What is your comment related to? Select all that apply.

¿A qué se refiere su comentario? Seleccione todo lo que corresponda.

Staff
Personal

Programs
Programas

Facilities
Instalaciones

Other/Otro:

Want a staff member to follow up? Please share your preferred contact info:

Si desea que alguien se comunice con usted, complete la información de su metodo de contacto preferido:

Joann Marshall
Name/Nombre
jojem@hotmai.com
Email/Correo electrónico
509 207 0579
Telephone/Teléfono
105 Kiwanis Rd / PO Box 492
Address/Dirección
Republic WA 99166
City/Ciudad State/Estado Zip/Código postal

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F.S. The recent 'controversy' about having a rainbow flag displayed at Republic Library is quite bizarre to me. I've been coming to this library for 40+ years & have never noticed either the tiny rainbow flag sticker in the window by the front door or the flag hanging in the front window. A rainbow to me simply represents inclusion - EVERYONE welcome. As a taxpayer, I would hope that would be the case here in a public place.

I wholeheartedly support Republic's staff & the way they welcome all patrons!

If you would rather fill out the form online go to:

Si prefiere completar el formulario en línea, vaya a:



NCWLIBRARIES.ORG/CONTACT

Kristine Carlson
645 S Monroe Street
Republic, WA 99166

12/30/2024

NCW Libraries
16 North Columbia St
Wenatchee, WA 98801

Dear NCW Library Board,

I am writing to express my strong support for the Republic Library's (Ferry County) inclusive decision to display the Pride flag and my dismay at the fearmongering expressed by a certain member of the library board and a minority of other community members regarding this decision.

Libraries are vital institutions that reflect and serve the diversity of their communities. The Pride flag is a symbol of inclusivity and acceptance, representing the library's commitment to welcoming and supporting all members of the community, including those who identify as LGBTQIA+. By displaying this symbol, NCW Libraries – Republic Branch communicates a message of belonging to individuals who may otherwise feel marginalized in rural settings, where resources and representation are often limited.

The attempt by our county's boardmember (Nancy Churchill) to incite fear and division over this issue is deeply troubling and counter to the values that libraries uphold: intellectual & religious freedom, equity, and the right to access information and space without discrimination. Fearmongering not only undermines the library's mission but also sows discord in our community, distracting from the critical work of providing services and fostering understanding among neighbors.

I urge the board to stand firm in its support of diversity and inclusion by continuing to display the Pride flag and resisting efforts to silence or erase the voices of LGBTQIA+ individuals. The library has always been a place for education, growth, and connection, and this decision aligns perfectly with those goals.

Thank you for your leadership and commitment to creating a welcoming environment for everyone in our community. I stand in solidarity with your efforts to uphold these principles, and I encourage others in the community to do the same.

Sincerely,



Kristine Carlson
206-900-3765
kristine.carlson1@gmail.com

cc: Republic City Council and Ferry County Board of Commissioners

Laurel Scott
47 Massie Lane
Curlew, WA 99118

January 3, 2025

Barbara Walters
Executive Director, NCW Libraries
16 North Columbia Street
Wenatchee, WA 98801

Dear Ms Walters,

I am writing in support of the librarians at the Republic Library's and their inclusion and welcoming atmosphere of all their patrons. I am a resident of Curlew (and retired founding board member of the Friends of the Curlew Library). As such I don't frequent the library in Republic but I made a point of going in yesterday to see what all the controversy was about.

I was so impressed by the look and feel of the Republic Library. It was open and colorful with lots of comfortable seating for all ages. The book displays were varied and of interest to a varied clientele from very young to old as well as representing many genres, both fiction and non-fiction. Doubtless not every title would appeal to everyone but there was plenty of variety to pique the curiosity of patrons who may be looking for something new to learn about.

The Rainbow Banner, to me represents people of all stripes (literally) and is absolutely appropriate in a facility that is charged with welcoming all. And for those who may be discomfited with that representation it offers a great opportunity to explain to their children why that is the case.

Libraries are not in existence to offer only feel-good books that only validate certain points of view. In my opinion they exist to make the curious mind question preconceived notions and possibly understand opinions and consequent actions or lifestyles different from one's own.

In that regard I have always felt the curation of the NCW book selection has been excellent and the libraries I am familiar with, always welcoming and encouraging to all. Please keep up the good work!

Sincerely,



Laurel Scott

Jayne Jurgensen
179 Rose Valley Road
Republic, WA 99166
509-775-3819
tutstiko2179@outlook.com

December 29, 2024

NCW Libraries
Barbara Walters, Executive Director
16 N. Columbia St.
Wenatchee, WA 98801

Dear Ms. Walters:

I have been compelled to write to you after reading Facebook posts and comments regarding our public library here in Republic.

Speaking for myself, born in Republic in 1949 and still living here, I would like to shed a different light on the citizens of Ferry County from the one Mrs. Churchill and associates presented.

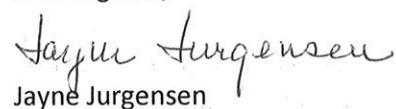
The "old timers" of which someone moving to the area in 2017 is not, doesn't know the history of this area. We are a caring lot who know people are not all the same but are all treated with mutual respect. Some went to church regularly and some didn't and neither felt their stance was better than the other. People did not condemn, ridicule, bully or harass people with different lives. People made their own decisions and lived their own lives but now politics has entered the picture. There are groups who feel their decisions are what everyone should agree with and that they speak for all.

I would like to stress that all of the citizens of Ferry County are not afraid to use the Republic Public Library nor are we in favor of any LGBT-related anti-discriminatory harassment nor are we in favor of any form of discrimination against anyone else. We are also not in favor of banning any books from the Republic Public Library.

Your own Vision Statement "We are a trusted resource for every member of our diverse communities. We provide you with exceptional customer service from an unbiased perspective and always respect your right to privacy and intellectual freedom." sums up how I see the Library's role and would expect that any decisions made regarding this matter be made in agreement with your Mission and Vision Statements and be a benefit to all patrons of our Library.

Thank you for your time.

Best regards,


Jayne Jurgensen

Jay Jurgensen
179 Rose Valley Road
Republic, WA 99166
509-775-3819
tutstiko2179@outlook.com

December 29, 2024

NCW Libraries
Barbara Walters, Executive Director
16 N. Columbia St.
Wenatchee, WA 98801

Dear Ms. Walters:

I feel compelled to write to you after learning of the direction a small group of individuals are trying to move our public library here in Republic.

I moved to Republic, from Wilbur, in 1965. My family and I became active in the community and the Republic School and in those days, we knew just about everyone who lived in the area.

I find it disappointing that someone who states, that they moved to the area in 2017, feels that they know the history of this area and the people that live here. I don't allow someone to speak for me unless that person has spoken to me first. The residents of Ferry County that I have know since moving here, are in general a caring lot who realize people are not all the same but are all still treated with mutual respect. Some went to church regularly and some didn't and neither felt their position was better than the other. People did not condemn, ridicule, bully or harass people with different lives. People were allowed to make their own decisions and live their own lives but now politics has entered the picture. In past elections, when we actually went to a place to vote, everyone was friends even if voting in opposition of one another. Now, and thankfully, I vote by mail.

I would like to stress that all residents of Ferry County are not afraid to use the Republic Public Library nor are we in favor of any LGBTQ-related anti-discriminatory harassment or any form of discrimination against anyone else. We are also not in favor of banning any books from the Republic Public Library. Unfortunately, a small group of individuals want to control our library to suit their own personal beliefs. They have failed to realize or acknowledge that they are bullying people in speaking for everyone. I will agree with them however, on one item, I feel that the only flags to be on display in the Library are the United States and State of Washington.

I believe that your Vision Statement captures my opinion of a public library's role in the "diverse" community. The changes this small group want to see made, will eliminate your ability to serve our *diverse* community. I would expect that any decisions made regarding this matter will be made in agreement with your Mission and Vision Statements and be a benefit to all patrons of our Library.

Thank you for your time.

Best regards,


Jay Jurgensen

Mireya Sanchez

From: Satya Scott <satyarlscott@gmail.com>
Sent: Monday, January 13, 2025 11:34 AM
To: NCW Libraries Board
Subject: Support for the Republic Library

Dear NCW Library Board,

I am writing to you in support of the Republic library and their display of the Pride flag and other diversity materials.

I grew up in Ferry County and returned as an adult to raise a family. My son and I live in Grand Forks but much like my youth, we consider ourselves part of both communities. And we always feel safer in spaces where inclusion and diversity are respected and valued. The display of the LGBTQ flag demonstrates that the Republic library serves as a safe space for everyone. Our communities are diverse and that's something worth celebrating and protecting.

The public library has been a magic resource for my parenting. I have watched the power of reading my child books that express the diversity of humans with inclusion and acceptance. They've allowed me to be able to address questions and open his curious mind to others. We've found books that show the diversity of families like "All Kinds of Families" by Suzanne Lang or the diversity of bodies like "Bodies are Cool" by Tyler Feder. We've found books like "Fred Gets Dressed" by Peter Brown that reflect my wonderful, vibrant, and unique child. I think it's incredibly important for youth to see themselves and others reflected in books. Access to these materials are a critical piece to my raising a kind, confident, and compassionate child.

I want my child to see that pride flag in the window and recognize the library as one of the spaces everyone is welcome and where he might find other compassionate allies if he needs them. I want him to be able to find materials that represent different perspectives and experiences that span the world we live in. These welcoming and educational spaces are critical in communities where there are pressures and challenges to being openly queer. I know this fear of judgement and lack of openly safe space in the past has led friends of mine and myself to hide or limit ourselves until after we left this community. It's a story that is all too common and familiar in this community and one worth correcting.

I respect the right and freedom to choose what books as parents we want to read to our children. But it is not okay for a small group of people to decide what books an entire community should have access to. Removing those materials or the display of the pride flag won't make anyone more "safe" or change the trajectory of someone's identity. It very well could remove a safe harbor or education that could make someone's life a little less scary and isolating. It could prevent a vulnerable youth from finding peace and acceptance. And it could limit a community from understanding and embracing the minority individuals that make our lives richer.

I fully support the Republic and Curlew library promoting inclusivity and providing a rich and diverse learning environment.

Sincerely,

Satya Scott

January 10, 2025

Ms. Barbara Walters

Executive Director, NCW Libraries

16 North Columbia Street

Wenatchee, WA 98801

Dear Barbara,

It's been an honor to serve as a Trustee on the NCW Board of Trustees. I have enjoyed working with you, your staff and my fellow Trustees. Regretfully, I am writing to formally resign from my position as a Trustee on the NCW Libraries Board of Trustees, effective June 30, 2025.

I will ensure a smooth transition and am happy to assist with completing any pending tasks. Please let me know how I can be of assistance during this time.

I wish the district continued success, and I look forward to crossing paths in the Winthrop and Twisp libraries in the future. Thank you for your understanding.

Sincerely,

Jill Sheley

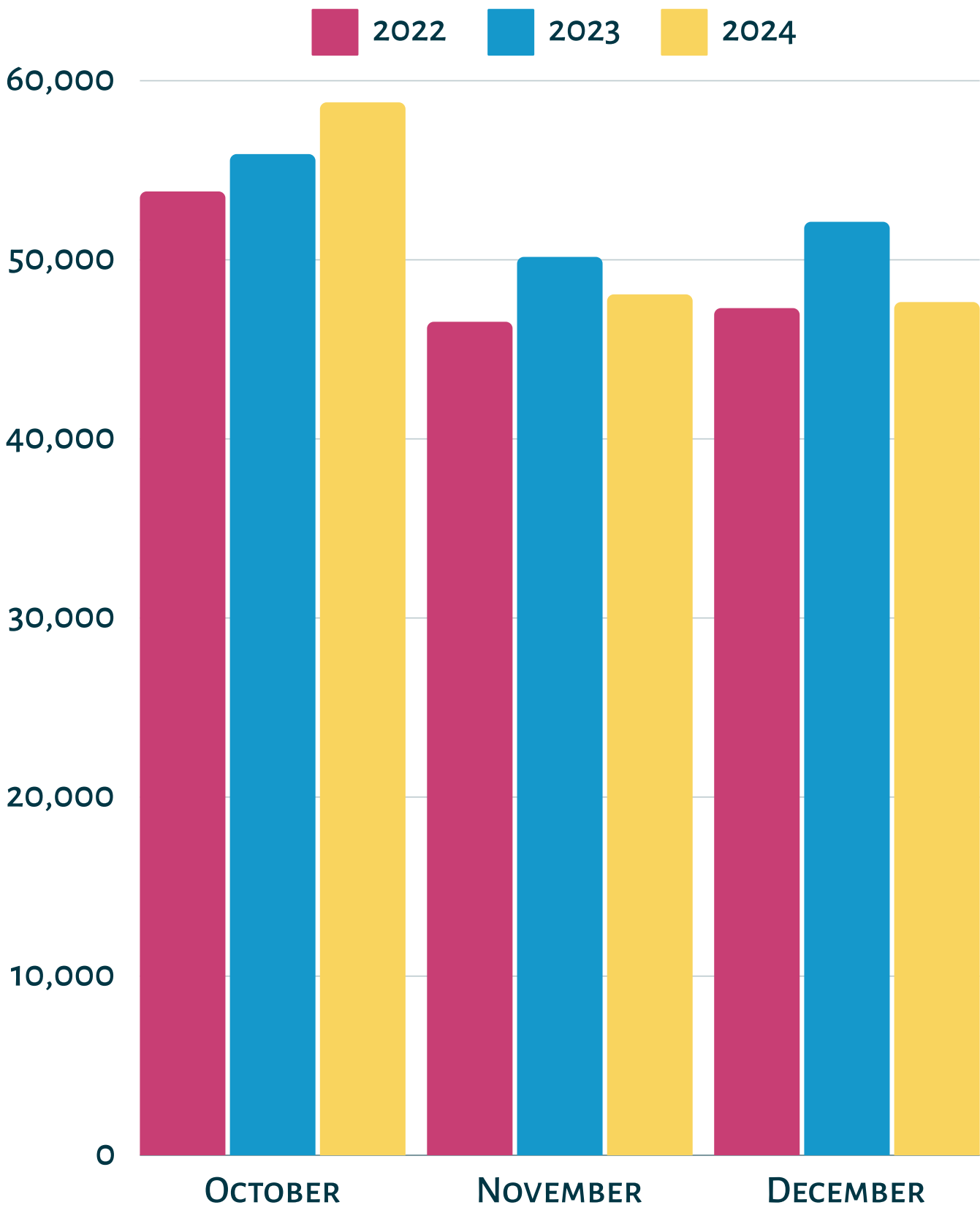
DECEMBER 2024 LIBRARY DATA REPORT



JANUARY 16, 2024

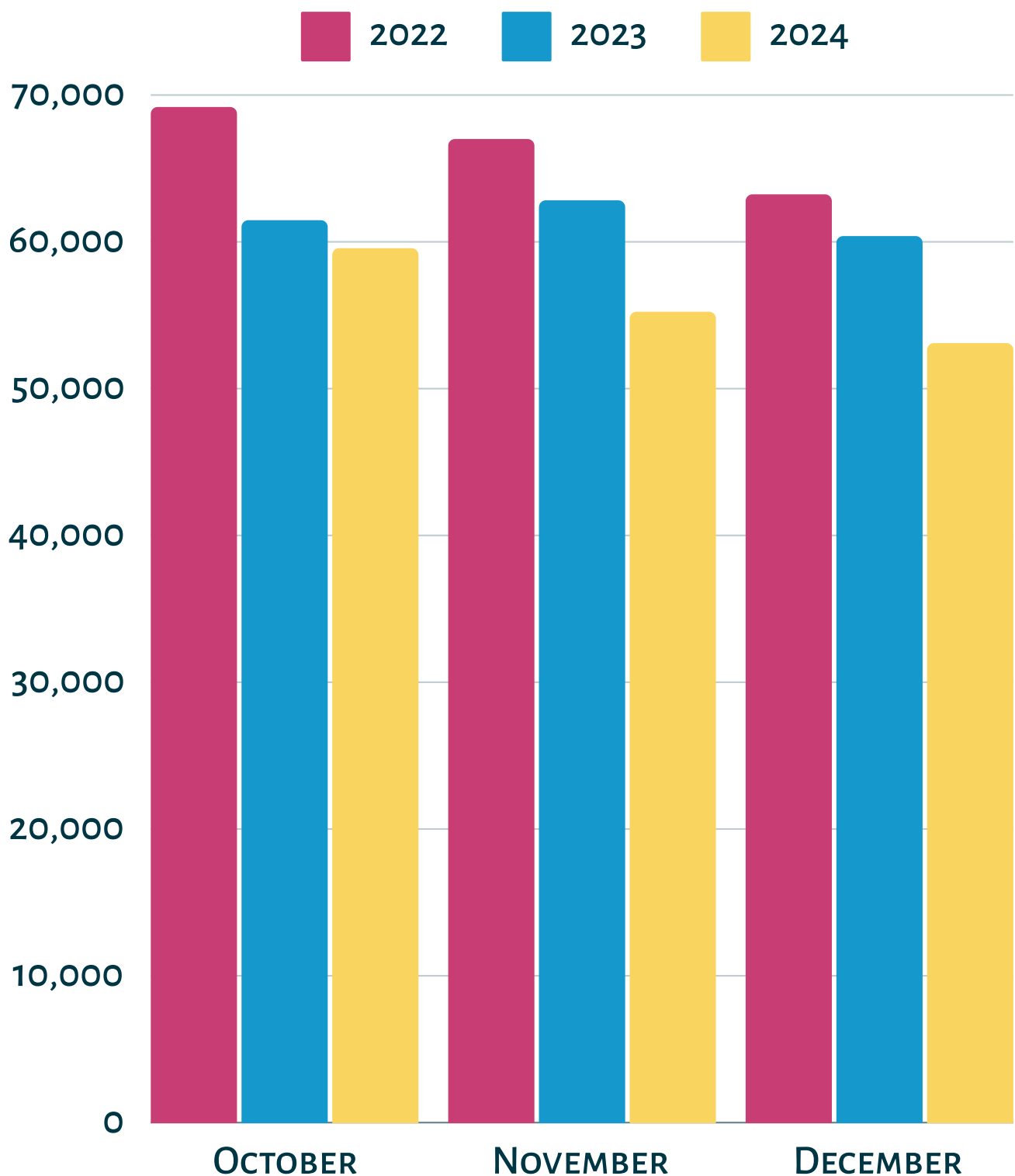
FOOT TRAFFIC

The number of people counted walking into one of our 30 branch libraries using Vea Web people counting software.



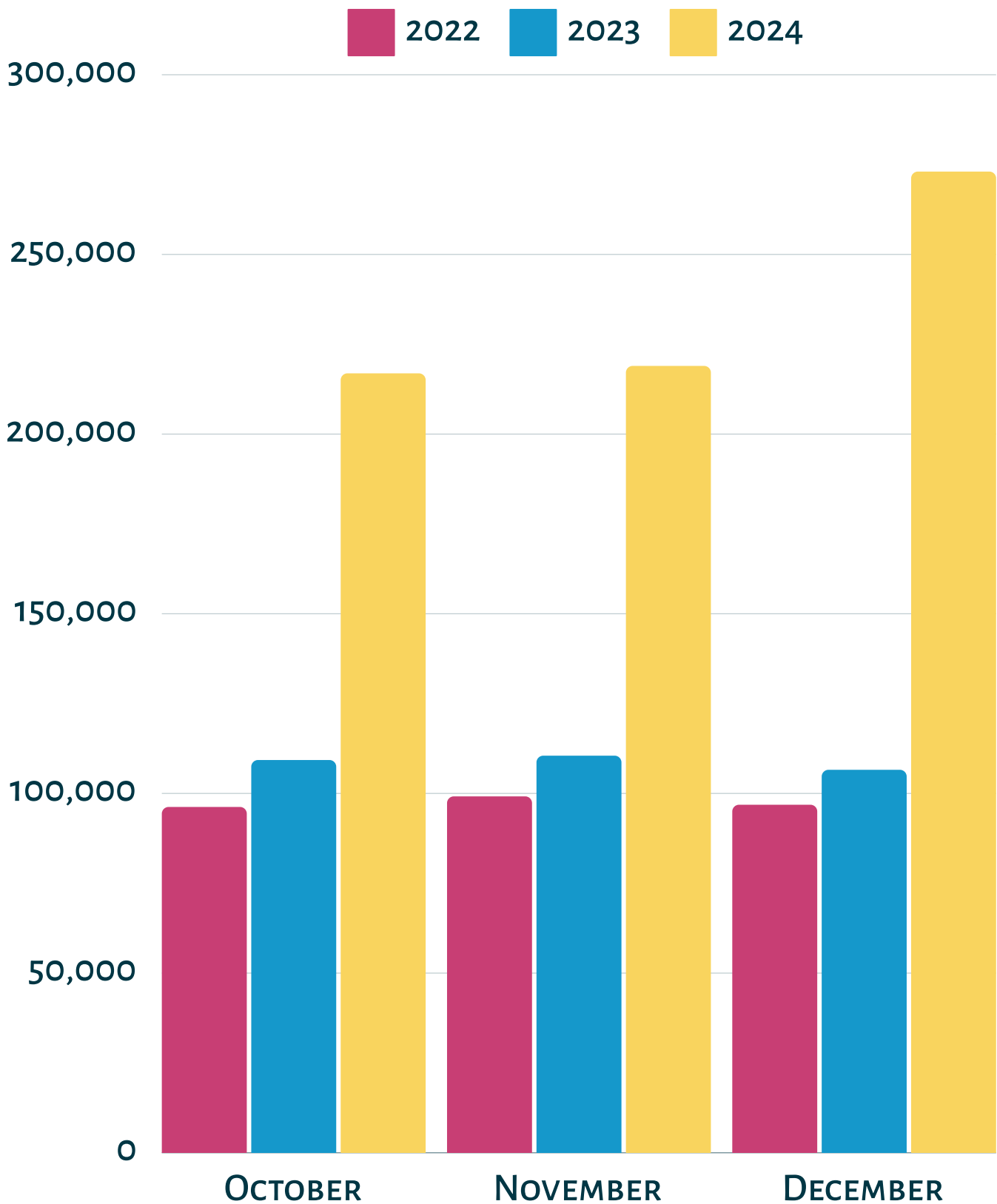
CIRCULATION OF PHYSICAL MATERIALS

The number of physical materials borrowed by the public. Physical materials include traditional items like books and DVDs as well as non-traditional items like snowshoes and blood pressure monitor kits.



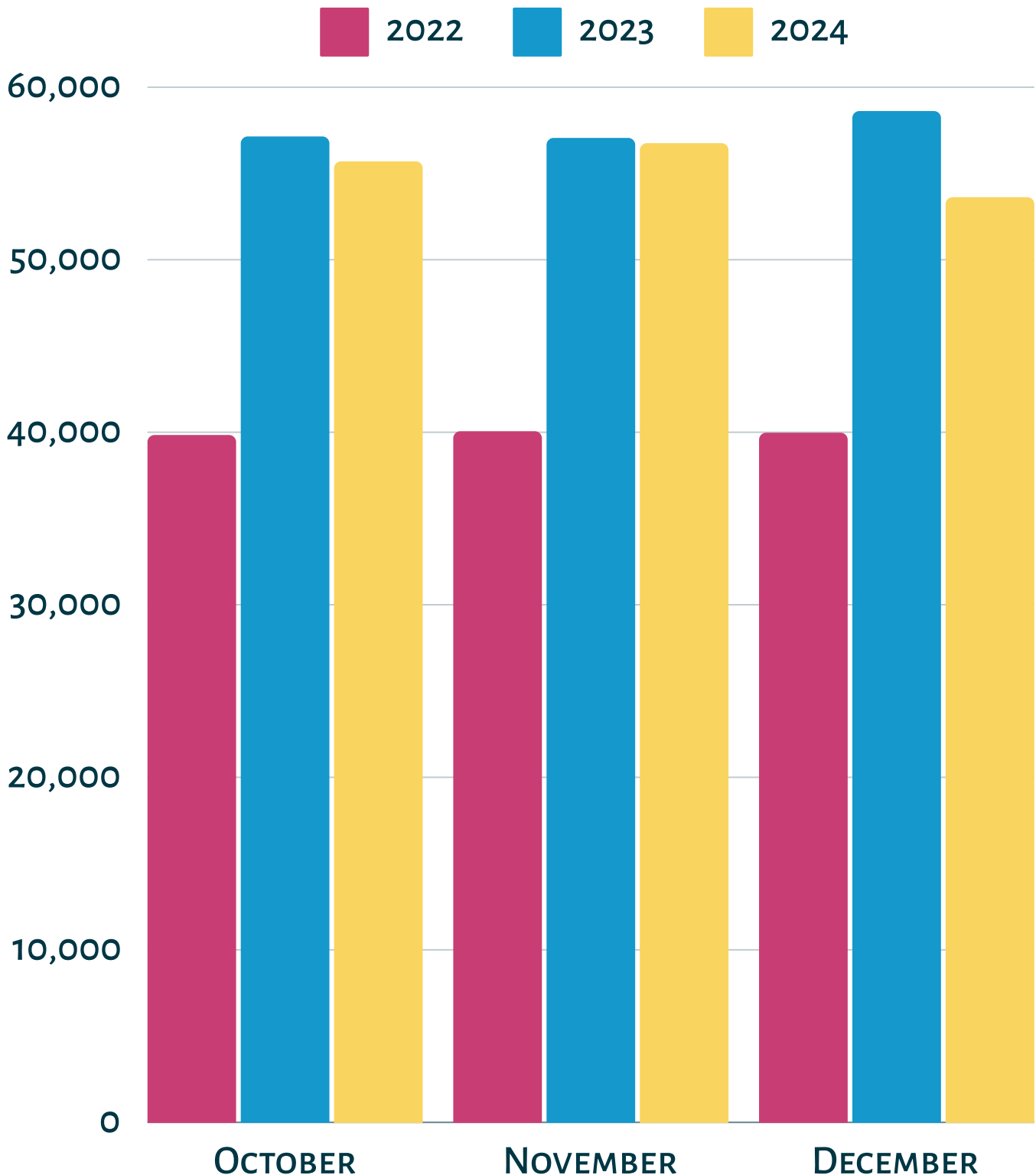
ONLINE CATALOG VIEWS

The new online public access catalog (OPAC) soft-launched to the public on October 18, 2021.



CIRCULATION OF DIGITAL MATERIALS

The number of digital materials borrowed by the public via Hoopla, Kanopy, and OverDrive. Digital materials include eBooks, eAudiobooks, and online music and video streaming.



NEW LIBRARY CARDS

The number of library cards issued to newly registered members of the public using Koha library software. Card types include: Computer, eCard, Educator, Fee, NCW Libraries (standard), Outreach, Owns Property, and Reciprocal.

