



Board of Trustees Regular Meeting
Thursday, February 25, 2016, 5:30pm
Sequim Branch Library
Sequim, WA

MINUTES

1. Call to order, roll call and introductions

Board Chair Catherine Copass called the meeting to order at 5:30 pm. Trustees present: Mark Urnes, Robert Streett, Jennifer Pelikan, and Betty Gordon (joined late). Library staff present: Director Margaret Jakubcin, Sequim Branch Manager Emily Sly, and Youth Services Staff, Jennifer Knight, Jennifer Lu'Becke, Patty Swingle, and Pam Force. Visitors present: Bob Flood and Sue Flood of the Port Angeles Friends of the Library.

2. Approval of agenda:

*Motion by Ms. Pelikan to approve agenda as presented. Motion seconded by Mr. Urnes.
Motion carried.*

3. Approval of minutes for regular meeting of January 28, 2016:

*Motion by Mr. Urnes to approve the January 28, 2016 minutes. Motion seconded by Ms. Pelikan.
Motion carried.*

4. Communications: The Library Director noted that the Port Angeles Mayor had signed the PA Building deed during an informal photo op earlier that day. The deed will be recorded and tendered to NOLS shortly.

5. Presentation: Members of the Youth Services Team, together with their favorite hand puppets, provided the Board with an overview presentation of YS programming, collection, and activities.

6. Public comments: Mr. Flood commented on the positive changes to library service that have occurred over the past decade, and noted that memorial service for past PAFOL president Fowler Stratton would be held on February 28 at the PA Senior Center.

7. Financial reports: January 2016

The financial reports for January 2016 were accepted as presented.

8. Approval of vouchers: January 2016

*Motion by Ms. Pelikan to approve the January 2016 vouchers. Motion seconded by Ms. Gordon.
Motion carried.*

9. Unfinished business

U.I. Review of alternative presentation format for vouchers. The Board reviewed the alternative

format, which organizes vouchers by expenditure category, and agreed by consensus that they would like to see this format incorporated into the monthly voucher document (as a supplement, not a replacement, to the current numerical approval listing).

10. New business

N.1. Approval of Library Materials Vendor Contract:

Motion by Mr. Streett to approve the vendor contract with Baker & Taylor. Motion seconded by Ms. Pelikan. Motion carried.

11. Reports

R.1. Monthly statistics: January 2016

Accepted as presented.

R.2. Corrected Annual Statistics: 2015

No action required (previously accepted as corrected at January meeting).

R.3. Monthly activity reports: January 2016

Accepted as presented.

R.4. Customer Comments: January 2016

Accepted as presented.

R.5. 2015 Annual Report

Copy presented to Board. No action required. Will now be distributed generally.

R.6. 2016 Budget Glance

Copy presented to Board. No action required. Will now be distributed generally.

12. Public Comments

Mr. Flood expressed strong accolades for Main Library Manager Noah Glaude, and for those who had hired and promoted him.

13. Trustee comments

Library Board members may ask a question for clarification, make a brief announcement or make a brief report on his or her activities. In addition, Board members may refer an item to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any NOLS matter, or direct staff to agendaize a matter of business on a future agenda.

Ms. Copass extended thanks to the FOL groups for their support for youth programming, and mentioned that she and her children had personally enjoyed the recent visit of Caspar Babypants. Ms. Pelikan applauded Forks CSSII Rebecca Barker for her recent customer assistance with a printing issue. Mr. Urnes asked about stats being collected on Hoopla usage, and mentioned that he enjoys the Hoopla audio book offerings.

14. Next meeting: 5:30pm, Thursday, March 24, 2016, at the Port Angeles Main Library.

15. Agenda items for next meeting

None were noted at this time.

16. Adjournment

Motion by Ms. Pelikan to adjourn meeting. Motion seconded by Ms. Gordon.

Motion carried.

Meeting adjourned at 6:50pm.

CERTIFIED AS TRUE AND CORRECT

Chair

Board Secretary