



Board of Trustees Regular Meeting  
Thursday, January 26, 2017 5:30pm  
Port Angeles Main Library  
Port Angeles, WA

### **Public Comments**

*Any person or group desiring to bring an item to the attention of the Library Board may do so by addressing the Board at meetings. Individuals having comments specifically related to agenda topics should raise their hand at the appropriate point on the agenda to indicate a wish to speak. Public comments on items not on the agenda, but within the jurisdiction of the North Olympic Library System Board of Trustees, are heard at the beginning of the meeting and at the end; individuals may choose to speak at either point. When time constraints require, the Chair may limit public remarks during meetings to less than three minutes. The Board will not take action on items raised during Public Comment, but may choose to add items to a future meeting agenda. Public comments may also be sent to: Library Board of Trustees, North Olympic Library System, 2210 South Peabody Street, Port Angeles, WA 98362 or [LibraryBoard@nols.org](mailto:LibraryBoard@nols.org).*

## AGENDA

1. Call to order, roll call and introductions
2. Approval of agenda
3. Approval of minutes for regular meeting of November 22, 2016
4. Communications
5. Presentation: Overview of Administrative Operations Department (Administrative Staff)
6. Public comments
7. Financial report: November and December 2016
8. Approval of vouchers: November and December 2016
9. Unfinished business  
None.
10. New business
  - N.1. Approval of the 2017 Capital Budget
  - N.2. End-of-year/Start of year fiscal reconciliation
  - N.3. Approval of Resolution 17-01-01: Authorizing staff to transfer funds
  - N.4. Approval of Resolution 17-01-02: Authorizing Disposal of Surplus Equipment and Furnishings
  - N.5. Approval to close Libraries for 2017 All Staff Training Days
  - N.7. Granting sidewalk and temporary construction easement to the City of Forks (Tentative)

12. Reports

- R.1. Monthly statistics: November and December, 2016
- R.2. Annual Statistics 2016
- R.3. Monthly activity reports: November and December, 2016
- R.4. Customer Comments: November and December, 2016
- R.5. Preview of Changes to Financial Report Form in 2017
- R.6. Preview of Changes to 2017 Statistical Report format

13. Public Comments

14. 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.*

15. Next meeting: 5:30pm, Thursday, February 23, 2017 at the Port Angeles Main Library

16. Agenda items for next meeting

17. Executive session to discuss the Library Director’s performance evaluation.

18. (Action on executive session, if any).

19. Adjournment

**Upcoming Board meetings**

<b><u>Date</u></b>	<b><u>Time</u></b>		<b><u>Location</u></b>
Thursday, February 23, 2017	5:30pm	Regular meeting	Port Angeles Main Library
Thursday, March 23, 2017	5:30pm	Regular meeting	Sequim Branch Library
Thursday, April 27, 2017	5:30pm	Regular meeting	Port Angeles Main Library
Thursday, May 25, 2017	5:30pm	Regular meeting	Forks Branch Library
Thursday, June 22, 2017	5:30pm	Regular meeting	Port Angeles Main Library
Thursday, July 27, 2017	5:30pm	Regular meeting	Clallam Bay Branch Library
Thursday, August 24, 2017	5:30pm	Regular meeting	Port Angeles Main Library
Thursday, September 28, 2017	5:30pm	Regular meeting	Sequim Branch Library
Thursday, October 26, 2017	5:30pm	Regular meeting	Port Angeles Main Library
<b>Tuesday, November 21, 2017</b>	5:30pm	Regular meeting	Port Angeles Main Library

North Olympic Library System Strategic Initiatives for 2015-2016:

Learn. Create. Connect.

- Provide literacy, education and enrichment opportunities for people of all ages.
- Provide resources and opportunities for personal empowerment.
- Provide library facilities that are safe, comfortable, functional, and energy efficient.
- Be the Third Place, where community comes together to think, meet, work, play, and create.
- Engage with community partners; connect community resources to community needs.
- Promote community vitality and economic development.
- Be nimble, flexible, and adaptable in responding to social and technological change.
- Utilize public resources responsibly.

**Friends of the Library meetings**

*(Note: meeting schedules can vary; please check with Library Administration to confirm before attending)*

Clallam Bay Friends of the Library	Second Tuesday of month at 4pm at Clallam Bay Branch Library
Friends of the Forks Library	Quarterly, on third Monday at 6pm at Forks Branch Library
Port Angeles Friends of the Library	Second Tuesday of month at 10am at Port Angeles Main Library
Friends of Sequim Library	Quarterly, on third Tuesday of month (April, July, October) at 9:30am at the Sequim Branch Library. Annual Meeting, January 2017, date/location to be determined.