



Board of Trustees Regular Meeting
Thursday, February 26, 2015, 5:30pm
Port Angeles Main Library
2210 S. Peabody Street, Port Angeles, WA

Public comments and questions

The public comments and questions portions of the agenda allows you, as a member of the public, to speak for a maximum of three minutes on any subject which is within the jurisdiction of the North Olympic Library System Board of Trustees and which is not on the agenda. Any person or group desiring to bring an item to the attention of the Library Board may do so by addressing the Board during Public comments and questions or by addressing a letter of explanation to: Library Board of Trustees, North Olympic Library System, 2210 South Peabody Street, Port Angeles, WA 98362 or LibraryBoard@nols.org. The appropriate staff person will contact the sender concerning the details. NOTE: Public comments and questions are taken at the beginning of the meeting and at the end. Individuals may choose to speak at either point. Depending on the agenda, the Chair may choose to limit remarks made during Public comments and questions to three minutes or less.

AGENDA

1. Call to order, roll call and introductions
2. Approval of agenda
3. Approval of minutes for regular meeting of January 29, 2015
4. Communications
5. Presentation: Collection Management Overview – Erin Shield, Technical Services Manager
6. Public comments and questions
7. Financial report: January 2015
8. Approval of vouchers: January 2015
9. Unfinished business
None.
10. New business
 - N.1. Adjustments to Board Committees and Assignments
 - N.3. Approval to close library for All Staff Training Day
 - N.4. Approval of Resolution 15-02-04: Designation of Signature Authority
 - N.5. Consideration of changes to Voucher list presentation (verbal report)
 - N.6. Revision of Circulation Policies 3.1 – 3.5
 - Policy 3.1: Library Cards
 - Policy 3.2: Borrowing Privileges and Responsibilities

- Policy 3.3: Circulation of Special Collections and Materials
- Policy 3.4: Hold Requests and Held Materials
- Policy 3.5: Penalties for Overdue, Lost or Damaged Materials

- N.7. Revision of Policy 4.2 Fines and Fee Schedule
- N.8. Approval of Library Public Use Policies 4.11, 4.13, 4.14, 4.15
 - Policy 4.11: Dangerous Weapons
 - Policy 4.13: Smoking on Library Property
 - Policy 4.14: Food and Beverage in the Library
 - Policy 4.15: Animals in the Library
- N.9. Revision of Policies 4.9 and 5.7
 - Policy 4.9: Meeting Room Use
 - Policy 5.7: Cash Management

11. Reports

- R.1. Monthly statistics: January 2015
- R.2. Monthly activity reports: January 2015
- R.3. Customer Comments: January 2015
- R.4. 2014 Annual Report
- R.5. 2015 Budget-at-a-Glance Document

12. Public Comments and Questions

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.

14. Next meeting: 5:30pm, Thursday, March 26, 2015 at the Sequim Branch Library

15. Agenda items for next meeting

16. Executive session to discuss Library Directors performance review.

17. Adjournment

Upcoming Board meetings

<u>Date</u>	<u>Time</u>		<u>Location</u>
Thursday, February 26, 2015	5:30pm	Regular meeting	Port Angeles Library
Thursday, March 26, 2015	5:30pm	Regular meeting	Sequim Branch Library
Thursday, April 23, 2015	5:30pm	Regular meeting	Port Angeles Library
Thursday, May 28, 2015	5:30pm	Regular meeting	Forks Branch Library
Thursday, June 25, 2015	5:30pm	Regular meeting	Port Angeles Library
Thursday, July 23, 2015	5:30pm	Regular meeting	Sequim Branch Library
Thursday, August 27, 2015	5:30pm	Regular meeting	Clallam Bay Branch Library

Thursday, September 24, 2015	5:30pm	Regular meeting	Port Angeles Library
Thursday, October 22, 2015	5:30pm	Regular meeting	Port Angeles Library
Thursday, November 19, 2015	5:30pm	Regular meeting	Port Angeles 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	Third Monday of month 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 as follows: Annual Meeting 1/20/15 at 1:30pm at the Pioneer Memorial Park Clubhouse at 387 E. Washington in Sequim. 4/21/15, 7/21/15 and 10/20/15 at 9:30am at the Sequim Branch Library.