



Board of Trustees Regular Meeting
Thursday, September 24, 2015, 5:30pm
Port Angeles Main Library
2210 S. Peabody Street
Port Angeles, WA 98362

Board Meeting Minutes

1. Call to order, roll call and introductions

Board Chair Catharine Copass called the meeting to order at 5:30pm. Trustees present: Mark Urnes, Elaine Fredrickson, Betty Gordon and Jennifer Pelikan. Library staff present: Library Director Margaret Jakubcin, Main Library Manager Noah Glaude and Librarian Danielle Gayman, Administrative Operations Manager Elizabeth Hill, Financial Operations Manager John DeFrancisco. Guests present: John White and Marsha Robin.

2. Approval of agenda

Motion by Ms. Pelikan to approve the agenda.

Motion seconded by Mr. Urnes, motion carried.

3. Approval of minutes of regular meeting of August 27, 2015

Motion by Ms. Gordon to approve the minutes of the prior meeting.

Motion seconded by Ms. Fredrickson, motion carried.

4. Communications

None

5. Presentation:

Main Library Manager and Stats Committee Chair Noah Glaude presented statistics gathered for each of the branches on patron visits, circulation trends, daily use averages, and computer usage.

6. Public comments and questions:

Friends of the Library Board member Marsha Robin commented on Jammin' in the Park. It was a great opportunity to promote NOLS and the information was well received by the audience.

7. Financial reports: August 2015

The Financial reports for August 2015 were accepted as presented.

8. Approval of vouchers:

Motion by Ms. Gordon to approve August vouchers #953 through #1095 in the amount of \$367,165.75 as presented.

Motion seconded by Mr. Urnes, motion carried.

9. Unfinished business

U.1. Ms. Jakubcin reported that the selection for the Community Taskforce on Sequim Library Expansion has been completed. The members include John White, Jim Weatherly, Robert Streett and Ingrid Klaussen. The first meeting will be on Friday, October 2nd. Ms. Gordon and Ms. Fredrickson will be attending.

10. New business

N.1. Approval of Resolution 15-09-01: Designation of Signature Authority

Motion by Ms. Pelikan to approve Resolution 15-09-01 as presented.

Motion seconded by Ms. Gordon, motion carried.

N.2. Approval to close the Libraries at 5:00 p.m. on New Year's Eve

Motion by Ms. Fredrickson to approve.

Motion seconded by Mr. Urnes, motion passed.

11. Reports

R.1. Monthly Statistics: August 2015

Accepted as presented.

R.2. Monthly Activity Reports: August 2015

Accepted as presented.

R.3. Customer Comments: August 2015

Accepted as presented.

12. Public comments and questions:

John White asked about the background on reasoning for having two public comment segments at the Board meetings. Ms. Copass replied that occasionally items come up in new business reports that sparks new public comment. Ms. Jakubcin added that the public may also comment on agenda topics throughout the meeting.

13. Trustee comments:

Ms. Pelikan asked about the status of the installation of the Tiny Olympic Library in Forks.

Ms. Jakubcin commented that there was a ribbon cutting at the Clallam Transit Board meeting on Monday, September 21 at the Forks Chamber of Commerce. West End Manager Theresa Tetreau attended the ceremony and took the traveling Tiny Library in place of the actual. The installation date at the Clallam Transit Center is still being coordinated and should be within the next week or so. NOLS is also looking at recruiting volunteers to replace the time our current employees spend stocking the Tiny Libraries.

14. Next meeting: The next meeting will be held Thursday, October 22, 2015, at the Port Angeles Main Library.

15. Agenda items for next meeting:

First public hearing on 2016 budget; Executive session on labor contract negotiations.

16. AMENDMENT: Executive Session: The Board concluded their regular meeting at 6:10 pm to move into Executive Session. No action was taken.

17. AMENDMENT: Adjournment: Executive Session concluded at 7:30 pm.

CERTIFIED AS TRUE AND CORRECT



Chair



Secretary to the Board