



Board of Trustees Regular Meeting
Thursday, November 19, 5:30pm
Port Angeles Main Library
Port Angeles, WA

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, Elaine Fredrickson, Betty Gordon and Jennifer Pelikan. Library staff present: Director Margaret Jakubcin, Administrative Operations Manager Elizabeth Hill, Financial Operations Manager John DeFrancisco, Technical Services Manager Erin Shield, Main Library Manager Noah Glaude and Public Communications Coordinator Garrett Fevinger.

2. Approval of agenda:

Addition to agenda: Resolution 15-11-14, authorizing disposal of surplus equipment and furniture
Motion by Ms. Gordon to approve agenda as amended.
Motion seconded by Ms. Fredrickson, motion carried.

3. Approval of minutes of regular meeting of October 22, 2015:

Ms. Pelikan made a correction to the October 22, 2015 minutes. In Trustee Comments (#13), the branch she was referring to was Forks, not Clallam Bay.
Motion by Mr. Urness to approve the amended October minutes.
Motion seconded by Ms. Fredrickson, motion carried.

4. Communications:

None.

5. Presentation: NOLS Public Communications Year in Review

Public Communications Coordinator Garrett Fevinger provided an overview of the public communications program at NOLS and 2015 highlights.

6. Public comments and questions:

A member of the audience raised a question regarding NOLS' privacy policy in relation to the Hoopla digital media service. Director Jakubcin provided the Board with clarifying information about NOLS' established privacy policies and practices.

7. Financial reports: October 2015

The financial reports for October 2015 were accepted as presented.

8. Approval of vouchers: October 2015; submission of September Credit Card detail

*Motion by Ms. Gordon to approve the October vouchers and submission of September Credit Card detail.
Motion seconded by Ms. Fredrickson, motion carried.*

9. Unfinished business:

U.1. Public Hearing: Review and adoption of proposed 2016 budget
*Motion by Ms. Pelikan to approve the proposed 2016 budget.
Motion seconded by Ms. Gordon, motion carried.*

U.2. Approval of Resolution 15-11-10 authorizing the library levy for 2016
*Motion by Ms. Pelikan to approve Resolution 15-11-10.
Motion seconded by Mr. Urnes, motion carried.*

U.3. Approval of Resolution 15-11-11 proving substantial levy need
*Motion by Ms. Gordon to approve Resolution 15-11-11.
Motion seconded by Ms. Fredrickson, motion carried.*

10. New business:

N.1. Approval of revisions to circulation policies 3.2 and 3.3
*Motion by Ms. Fredrickson to approve revisions.
Motion seconded by Ms. Gordon, motion carried.*

N.2. Approval of revisions to policy 4.2: Fee Matrix
*Motion by Ms. Gordon to approve Fee Matrix.
Motion seconded by Ms. Pelikan, motion carried.*

N.3. Approval of Resolution 15-11-12 authorizing termination of Lease with City of Port Angeles
*Motion by Ms. Pelikan to approve Resolution 15-11-12.
Motion seconded by Ms. Gordon, motion carried.*

N.4. Approval of Resolution 15-11-13 honoring departing Board Member (verbal presentation)
*Motion by Ms. Gordon to approve Resolution 15-11-13.
Motion seconded by Mr. Urness, motion carried.*

N.5. Approval of Resolution 15-11-14 authorizing disposal of surplus equipment and furniture
*Motion by Mr. Urness to approve Resolution 15-11-14.
Motion seconded by Ms. Pelikan, motion carried.*

11. Reports:

- R.1. Monthly statistics: October 2015
Accepted as presented
- R.2. Third quarter statistics: July-September 2015
Accepted as presented
- R.3. Monthly activity reports: October 2015
Accepted as presented
- R.4. Customer Comments: October/November 2015
Accepted as presented

12. Public Comments and Questions:

Additional citizen comments were made regarding privacy and the changing nature of library service and collection in the digital age.

13. Trustee comments:

Betty Gordon commented on how the Board was going to miss departing Trustee Elaine Fredrickson.

14. Next meeting:

The next meeting will be held at 5:30pm on Thursday, January 28, 2016, at the Port Angeles Main Library.

15. Agenda items for next meeting:

Presentation on Port Angeles Facilities Assessment; confirmation of Board Committee assignments; approval of 2016 Capital Budget; Executive session to complete Director's performance evaluation; approval of collective bargaining agreements.

16. Executive Session:

At 6:32pm. Ms. Copass announced that the Board would move into Executive Session to discuss collective bargaining, and that the session was expected to last approximately 50 minutes.

17. Action following executive session:

The Board concluded the Executive Session 7:35pm. Ms. Copass announced that no action had been taken.

18. Adjournment:

Ms. Copass adjourned the meeting 7:35pm.

CERTIFIED AS TRUE AND CORRECT



Chair



Secretary to the Board

