



Board of Trustees Regular Meeting
Thursday, March 24, 2016, 5:30pm
Port Angeles Main Library
Port Angeles, 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, IT Manager Gabe Kitts, Main Library Manager Noah Glaude. Visitors present: Mark Teater.

2. Approval of agenda:

The agenda was amended to add an item N.3. Approval of Resolution 6-03-06: Authorizing designation of PA Capital Replacement Account and transfer of funds.

*Motion by Ms. Pelikan to approve agenda as amended. Motion seconded by Ms. Gordon.
Motion carried.*

3. Approval of minutes for regular meeting of February 25, 2016:

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

4. Communications: None.

5. Presentation: IT Manager Gabe Kitts presented an overview of NOLS Information Technology system and the work, projects and responsibilities of IT Staff.

6. Public comments: Mr. Teater referenced an email he had sent to the Library Board earlier in the day, which none of the Trustees had yet had the opportunity to read. He reiterated several concerns he has regarding the Hoopla digital service.

7. Financial reports: February 2016

The financial reports for February 2016 were accepted as presented.

8. Approval of vouchers: February 2016

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

9. Unfinished business. None.

10. New business

N.I. N.I. Approval of Shipping Vendor Contract

Motion by Ms. Gordon to approve the service agreement with Olympic Delivery Service. Motion seconded by Mr. Urnes. Motion carried.

N.3. Approval of Resolution 16-03-05: Authorizing Disposal of Surplus Equipment and Furnishings
Motion by Ms. Pelikan to approve Resolution 16-03-05. Motion seconded by Ms. Gordon. Motion carried.

N.3. Approval of Resolution 6-03-06: Authorizing designation of PA Capital Replacement Account and transfer of funds.
Motion by Ms. Gordon to approve Resolution 16-03-06. Motion seconded by Ms. Pelikan. Motion carried.

11. Reports

R.1. Monthly statistics: February 2016
Accepted as presented.

R.3. Monthly activity reports: February 2016
Monthly Activity Report was accepted as presented. Mr. Streett requested an update on the status of the disruptive events at the Forks Branch, which Ms. Jakubcin provided.

R.4. Customer Comments: None.

12. Public Comments

None.

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 agendize a matter of business on a future agenda.

Mr. Streett requested an update on the status of the recruitment for the two vacant administrative positions, which Ms. Jakubcin provided.

Ms. Gordon commented on the excellent news coverage regarding the PA Bond Retirement and the celebratory reception.

14. Next meeting: 5:30pm, Thursday, April 28, 2016, at the Sequim Branch 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 6:48pm.

CERTIFIED AS TRUE AND CORRECT



Chair



Board Secretary