



Board of Trustees Regular Meeting  
Thursday, July 28, 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 June 23, 2016
4. Communications
5. Presentation: Polaris Overview. Noah Glaude and Erin Shield (Polaris System Administrators)
6. Public comments
7. Financial report: June 2016
8. Approval of vouchers: June 2016
9. Unfinished business
10. New business
  - N.1. Presentation of Customer Service Standards Document
  - N.2. Approval of Policy 5.14: Public Records
  - N.3. Approval of Resolution 16-07-10 regarding indexing of public records
  - N.4. Approval of revisions to Policy 4.2: Fees and Charges Schedule
  - N.5. Approval of Resolution 16-07-11: Designation of Signature Authority
  - N.6. October Staff Training Day (verbal report)

11. Reports

- R.1. Monthly statistics: June 2016
- R.2. Corrected statistics: March 2016, April 2016, May 2016
- R.3. Monthly activity reports: June 2016
- R.4. Customer Comments: June-July 2016

12. Public Comments

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.*

14. Next meeting: 5:30pm, Thursday, August 25, 2016 at the Clallam Bay Branch Library

15. Agenda items for next meeting: Clallam Bay Branch Annual Review.

16. Executive session on mid-year review of progress on Director’s workplan (no action expected).

17. Adjournment.

**Upcoming Board meetings**

<u>Date</u>	<u>Time</u>		<u>Location</u>
Thursday, August 25, 2016	5:30pm	Regular meeting	Clallam Bay Branch Library
Thursday, September 22, 2016	5:30pm	Regular meeting	Port Angeles Main Library
Thursday, October 27, 2016	5:30pm	Regular meeting	Port Angeles Main Library
<b>Tuesday, November 22, 2016</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.