



Board of Trustees Regular Meeting
Thursday, August 25, 2016, 5:30pm
Clallam Bay Branch Library
Clallam Bay, WA

MINUTES

1. Call to order, roll call and introductions
Board Chair Jennifer Pelikan called the meeting to order at 5:35pm. Trustees present: Mark Urnes, Robert Streett, Jennifer Pelikan, and Betty Gordon, and Catharine Copass. Library staff present: Director Margaret Jakubcin, Assistant Library Director Noah Glaude, Financial Operations Manager John DeFrancisco, West End Library Manager Theresa Tetreau, West End CSS 3 Jennifer Doherty. Visitors present: Karolyn Burdick, Ann Marie Rahfeldt, and Caren Holding from the Clallam Bay Friends of the Library.
2. Approval of agenda.
*Motion by Ms. Copass to approve agenda as presented. Motion seconded by Ms. Gordon.
Motion carried.*
3. Approval of minutes for regular meeting of July 28, 2016.
*Motion by Ms. Gordon to approve minutes of the July 28, 2016 meeting, as amended to indicate that absences of Catherine Copass and Betty Gordon from the July 28 meeting were excused. Motion seconded by Mr. Urnes.
Motion carried.*
4. Communications. There were no communications.
5. Presentation: West End Regional Manager, Theresa Tetreau, led a walking tour of the branch, highlighting capital projects accomplished during the year and commenting on notable recent programs and activities.
6. Public comments. Ms. Burdick commented on the change to Saturday hours, noting that although she personally misses them she never felt that Saturday hours were practical in Clallam Bay due to the tendency for locals to leave the area to do errands elsewhere on Saturdays. She noted that the Saturday closure had impacted the 2016 Fun Days booksale held in the meeting room, but that the Library had agreed to arrange to have open hours during the Fun Day sale in 2017. Ms. Rahfeldt commented on recent CBFOL fundraising efforts and the Friend's hopes for future fundraisers.
7. Financial report: July 2016
The financial reports for July 2016 were accepted as presented. Mr. Streett's question regarding the balance of the FOSL fund was answered by staff.
8. Approval of vouchers: July 2016

Motion by Ms. Gordon to approve the July 2016 vouchers. Motion seconded by Ms. Copass.
Motion carried.

9. Unfinished business: There was no unfinished business.
10. New business
- N.1. Approval of revisions to Policy 5.1: Privacy and Confidentiality
Motion by Mr. Streett to approve revisions to Policy 5.1. Motion seconded by Ms. Gordon.
Motion carried.
- N.2. Approval of Resolution 16-08-12 Authorizing Disposal of Surplus Equipment and Furniture
Motion by Mr. Streett to approve Resolution 16-08-12. Motion seconded by Ms. Gordon.
Motion carried.
11. Reports
- R.1. Monthly statistics: July 2016. Accepted as presented.
- R.2. Monthly activity reports: July 2016. Accepted as presented.
- R.3. Customer Comments: There were no customer comments for July.
12. Public Comments. There were no 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.
Ms. Pelikan relayed an anecdote regarding positive library comments overheard in the hardware store. Mr. Streett gave kudos to Librarian Danielle Gayman for her recent presentation to the Sequim Chamber of Commerce. He also expressed appreciation for the recent Ron Hobbs presentations at the PA and SQ branches and for the news coverage of the Cliff Mass program.
14. Next meeting: 5:30pm, Thursday, September 22, 2016 at the Port Angeles Main Library
15. Agenda items for next meeting. None were noted at this time.
16. Adjournment
There being no further business, the meeting was adjourned by Ms. Pelikan at 6:25pm.

CERTIFIED AS TRUE AND CORRECT


Chair


Board Secretary