



Board of Trustees Regular Meeting
Thursday, May 25, 2017, 5:30pm
Forks Branch Library
Forks, WA

MINUTES

1. Call to order, roll call and introductions

Board Chair Jennifer Pelikan called the meeting to order at 5:30 pm. Trustees present: Mark Urnes, Robert Streett, Jennifer Pelikan, and Betty Gordon, and Catharine Copass. Library staff present: Director Margaret Jakubcin, West End Manager Theresa Tetreau. Visitors present: Tom O'Donnel (PAFOL).

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 April 27, 2017

Motion by Mr. Streett to approve the minutes from the April 27, 2017 meeting. Motion seconded by Mr. Urnes. Motion carried.

4. Communications.

Ms. Jakubcin noted that email correspondence had been received from Jim McEntire, who is working as a consultant for the Port of Port Angeles, requesting an appointment with the Director and Board Chair to discuss DNR timber harvest policy/advocacy. In accordance with NOLS Board protocol the Public Communications Committee was informed, so that a timely response could be provided. In accordance with prior Board discussion around this topic, the request to meet for this purpose was declined. Ms. Jakubcin indicated that if the Board wished to discuss this matter further it should be agendaized. There was no Trustee request to place the matter on an agenda.

5. Presentation:

Theresa Tetreau, Volunteer Manager, provided an overview of the NOLS Volunteer Program.

6. Public comments

7. Financial report: April 2017

The financial reports for April 2017 were accepted as presented.

8. Approval of vouchers: April 2017

Motion by Ms. Copass to approve the April 2017 vouchers, numbered 407 through 540, in the amount of \$325,276.39. Motion seconded by Ms. Gordon.

Motion carried.

9. Unfinished business - **None.**

10. New business

N.1. Approval of Resolution 17-05-06: Authorizing Disposal of Surplus Equipment and Furniture
Motion by Ms. Gordon to approve Resolution 17-05-06. Motion seconded by Mr. Urnes. Motion carried.

N.2. Authorizing staff to issue an RFQ/RFP for schematic design for expanded Sequim Branch
Motion by Mr. Streett to authorize staff to issue an RFQ/RFP for schematic design for expanded Sequim Branch. Motion seconded by Ms. Copass. Motion carried.

N.3. Review of Board Committee Assignments in preparation for annual meeting in June
No action was taken.

12. Reports

R.1. Monthly statistics: April 2017 **Accepted as presented.**

R.2. Monthly activity reports: April 2017 **Accepted as presented.**

R.3. Customer Comments: **None**

R.4. Sequim Branch Expansion Project update **Accepted as presented.**

13. Public Comments

14. Trustee comments

15. Adjournment

There being no further business, the meeting was adjourned by Ms. Pelikan at 6:22 pm.

CERTIFIED AS TRUE AND CORRECT


Chair


Board Secretary