



Board of Trustees Regular Meeting
Thursday, July 27, 2017, 5:30pm
Sequim Branch Library
Sequim, WA

MINUTES

1. Call to order, roll call and introductions

Board Chair Mark Urnes called the meeting to order at 5:30pm. Trustees present: Mark Urnes, Jennifer Pelikan, and Catharine Copass. Betty Gordon was unable to attend and was excused. Library staff present: Director Margaret Jakubcin, Assistant Library Director Noah Glaude, Sequim Branch Manager Emily Sly, Administrative Operations Assistant Shaina Rajala. Visitors present: Marcus Rajala.

2. Approval of agenda

Ms. Jakubcin noted that an error in the agenda numbering resulted in a jump from item #16 to #19. There were no missing agenda items. Number #19 was corrected to #17.

*Motion by Ms. Copass to approve agenda as presented. Motion seconded by Ms. Pelikan.
Motion carried.*

3. Statement from the Board of Trustees Chair

Mr. Urnes read the following statement, and asked that it be recorded in the minutes:

"The members of our community were profoundly shocked and saddened at the news that our colleague Robert Streett and his family were involved in a terrible accident while on vacation. The accident took the lives of Robert and son Robby and seriously injured his wife Josslyn and son Sawyer. Our condolences go out to Josslyn and Sawyer along with our thoughts and prayers during their recovery.

Robert proudly served our community especially in matters of education and his enthusiasm for the mission of NOLS made him a valued voice on our board.

I would like to ask for a moment of silence to remember Robert and his family at this difficult time."

4. Approval of minutes for regular meeting of June 22, 2017

Motion by Ms. Copass to approve the minutes from the June 22, 2017 meeting. Motion seconded by Ms.

Pelikan. Motion carried.

5. **Communications.** There were no communications.
6. **Public comments.** There were no public comments.
7. **Financial report: June 2017**
The financial reports for June 2017 were accepted as presented.
8. **Approval of vouchers: June 2017**
Motion by Ms. Pelikan to approve the June 2017 vouchers, numbered #693 through #821, in the amount of \$340,392.63. Motion seconded by Ms. Copass.
Motion carried.
9. **Unfinished business**
None.
10. **New business**
 - N.1. **Approval of revisions to Policy 3.1: Library Cards**
Motion by Ms. Copass to approve revisions to Policy 3.1. Motion seconded by Ms. Pelikan. Motion carried.
 - N.2. **Approval of revisions to Policy 3.2: Borrowing Privileges**
Motion by Ms. Pelikan to approve revisions to Policy 3.3. Motion seconded by Ms. Copass. Motion carried.
 - N.3. **Approval of revisions to Policy 3.5: Penalties for Overdue, Lost or Damaged Material**
Motion by Ms. Copass to approve revisions to Policy 3.1. Motion seconded by Ms. Pelikan. Motion carried.
 - N.4. **Approval of revisions to Policy 5.9: Surplus Materials**
Motion by Ms. Pelikan to approve revisions to Policy 3.3. Motion seconded by Ms. Copass. Motion carried.
12. **Reports**
 - R.1. **Monthly statistics: June 2017** Accepted as presented.
 - R.2. **Quarterly statistics: January – June 2017** Accepted as presented.
 - R.3. **Monthly activity reports: June 2017** Accepted as presented.
 - R.4. **Customer Comments: May/June 2017** There were no customer comments.
13. **Public Comments** Marcus Rajala noted his appreciation for the Board's recognition of Robert Streett.
14. **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.

Mark Urnes was appointed to the Finance Committee by consensus in order to fill the vacancy.


- 15. Next meeting: 5:30pm, Thursday, August 24, 2017 at the Clallam Bay Branch Library
- 16. Agenda items for next meeting. Food For Fines proposal and Sequim Expansion Project update
- 17. Adjournment

There being no further business, the meeting was adjourned by the Chair at 5:50pm

CERTIFIED AS TRUE AND CORRECT



Chair



Board Secretary