



Board of Trustees Regular Meeting
Thursday, October 26, 2017, 5:30pm
Port Angeles Main Library
Port Angeles, WA

MINUTES

1. Call to order, roll call and introductions

Board Chair Mark Urnes called the meeting to order at 5:30 pm. Trustees present: Mark Urnes, Jennifer Pelikan, Betty Gordon, Catharine Copass, and Elaine Fredrickson Library staff present: Director Margaret Jakubcin, Assistant Library Director Noah Glaude, Financial Operations Manager John DeFrancisco, Library Operations Manager Jina Felton. Visitors present: none.

2. Approval of agenda

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

3. Approval of minutes for regular meeting of September 28, 2017

Motion by Ms. Gordon to approve the minutes from the September 28, 2017 meeting. Motion seconded by Ms. Pelikan. Motion carried.

4. Communications. There were no communications.

5. Presentation: Port Angeles Main Library Annual Report – Jina Felton

6. Public comments

7. Financial report: September 2017

The financial reports for September 2017 were accepted as presented.

8. Approval of vouchers: September 2017

Motion by Ms. Copass to approve the September 2017 vouchers, numbered #1077 through #1200, in the amount of \$434,307.51. Motion seconded by Ms. Pelikan.

9. Unfinished business

None.

10. New business

N.I. Review and approval of 2018 Budget Guidelines

*Motion by Ms. Fredrickson to approve the 2018 Budget Guidelines. Motion seconded by Ms. Gordon.
Motion carried.*

N.2. Review and discussion of proposed 2018 Operating Budget

No action.

N.3. Public Hearing on the proposed 2018 Operating Budget

The Chair announced the first public hearing on the 2018 budget. There being no public present, and therefore no comment offered, the Chair then closed the public hearing and brought the discussion back to the Board.

N.4. Approval of revisions to Policy 4.2: Fee and Charges Schedule

Motion by Ms. Pelikan to approve revisions to Policy 4.2. Motion seconded by Ms. Gordon. Motion carried.

11. Reports

R.1. Monthly statistics: September 2017 Accepted as presented.

R.2. Monthly activity reports: September 2017 Accepted as presented.

R.3. Status Update on Sequim Branch Expansion Project (verbal report) No action.

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 agendaize a matter of business on a future agenda.

14. Next meeting: 5:30pm, **TUESDAY**, November 21, 2017 at the Port Angeles Main Library

15. Agenda items for next meeting: 2nd Public Hearing on the 2018 Operating Budget

16. Executive session to discuss Collective Bargaining.

At 6:25pm the Chair announced that the Board would move into executive session to discuss collective bargaining, and that the session was expected to last approximately 15 minutes.

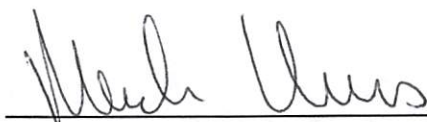
17. Action on executive session, if any (none expected)

At 6:38pm the Chair closed the executive session and returned the Board to open session, announcing that no action had been taken.

18. Adjournment

There being no further business, the meeting was adjourned by the Chair at 6:38pm.

CERTIFIED AS TRUE AND CORRECT



Chair



Board Secretary