

Board of Trustees Regular Meeting
Thursday, March 22, 2018, 5:30pm
Port Angeles Main Library
Administrative Conference Room
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, Clea Rome, and Elaine Fredrickson. * was unable to attend and was excused. Library staff present: Director Margaret Jakubcin, Librarian Danielle Lepping. Visitors present: Jean Hayes (PAFOL).

2. Approval of agenda

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

3. Approval of minutes for regular meeting of February 22, 2018

Motion by Ms. Gordon to approve the minutes from the February 22, 2018 meeting. Motion seconded by Ms. Fredrickson. Motion carried.

4. Communications None.

5. Presentation: Listen Up! Project: Librarian Danielle Lepping

6. Public comments None.

7. Financial report: February 2018

The financial reports for February 2018 were accepted as presented.

8. Approval of vouchers: February 2018

Motion by Ms. Gordon to approve the February 2018 vouchers, numbered #143 through #268, in the amount of \$336,193.74. Motion seconded by Ms. Pelikan. Motion carried.

9. Unfinished business

10. New business

N.I. Approval of revisions to Policy HR 12.14: Sick Leave

Motion by Ms. Pelikan to approve the proposed revisions to Policy Hr 12.14: Sick Leave. Motion seconded by Ms. Fredrickson. Motion carried.

N.2. Update on the Sequim Expansion Project (verbal report)

Ms. Jakubcin provided a verbal update on recent activities in connection with the Sequim Expansion planning project.

N.3. Informational Background Report on LCFA process

Informational report only. No action taken.

11. Reports

R.1. Monthly statistics: February 2018

Accepted as presented.

R.2. Monthly activity reports: February 2018

Accepted as presented.

R.3. Customer Comments: February 2018

Accepted as presented.

R.4. Highlight Log Summary: January-March 2018

Accepted as presented.

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 agendaize a matter of business on a future agenda.

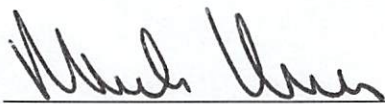
14. Next meeting: 5:30pm, Thursday, April 26, 2018 at the Sequim Branch Library

15. Agenda items for next meeting: Sequim Branch Expansion LCFA discussion

16. Adjournment

There being no further business, the meeting was adjourned by Mr. Urnes at 6:45pm

CERTIFIED AS TRUE AND CORRECT



Chair



Board Secretary