



Board of Trustees Regular Meeting
Thursday, September 27, 2018, 5:30pm
Sequim Branch Library
Sequim, WA

MINUTES

1. Call to order, roll call and introductions

Board Vice Chair Betty Gordon called the meeting to order at 5:30 pm. Trustees present: Betty Gordon, Jennifer Pelikan, Clea Rome, and Suzi Ure. Mark Urnes was unable to attend and was excused. Library staff present: Director Margaret Jakubcin, Assistant Library Director Noah Glaude, Sequim Branch Manager Emily Sly, and Customer Service Specialist, Cheryl Martin. Visitors present: None.

2. Approval of agenda

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

3. Approval of minutes for regular meeting of August 23, 2018

Motion by Ms. Ure to approve the minutes from the August 23, 2018 meeting. Motion seconded by Ms. Rome. Motion carried.

4. Communications. None.

5. Presentation: Rethinking Craft Time: Recycled Art, Community Partnerships & Zero-Waste Programming. (NOLS Customer Services Specialist Cheryl Martin)

6. Public comments. None.

7. Financial report: August 2018

The financial reports for August 2018 were accepted as presented.

8. Approval of vouchers: August 2018

Motion by Ms. Rome to approve the August 2018 vouchers, numbered #942 through h#1066, in the amount of \$391,000.13. Motion seconded by Ms. Pelikan. Motion carried.

9. Unfinished business

None.

10. New business

N.1. Background Information: Budget/Levy/Fiscal Planning

Trustees had the opportunity to review the background information provided (no action required or taken.)

N.2. Approval of 2019 Budget Guidelines

Motion by Ms. Pelikan to approve the 2019 Budget Guidelines. Motion seconded by Ms. Ure.

Motion carried.

N.3. Routine bi-annual review of Board Protocol Statement

Trustees had the opportunity to review the Board Protocol Statement. No revisions were suggested or made, so no action was taken. The next routine review will be calendared for June 2020.

11. Reports

- R.1. Monthly statistics: August 2018
- R.2. Monthly activity reports: August 2018
- R.3. Customer Comments: August 2018 – (None)
- R.4. Highlight log: August 2018

All reports were accepted as presented.

12. Public Comments. None.

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.

14. Next meeting: 5:30pm, Thursday, October 25, 2018 at the Port Angeles Main Library

15. Agenda items for next meeting: First Public Hearing on 2019 Operating Budget

16. Executive session to discuss Collective Bargaining.

At 6:20pm the Chair announced that the Board would move to executive session to discuss collective bargaining, and that the session was expected to last approximately 30 minutes.

At 7:05pm the Chair announced that the Board had concluded its executive session, without taking any action, and would now return to open session.

17. (Action on executive session, if any.

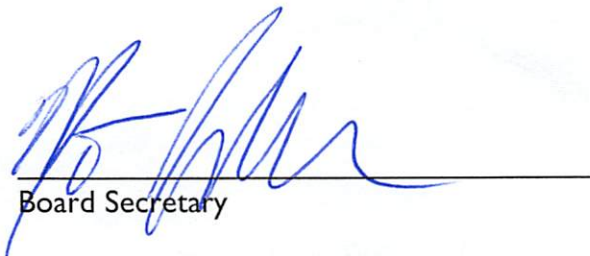
None.

18. Adjournment. There being no further business, the meeting was adjourned by the Chair at 7:05pm.

CERTIFIED AS TRUE AND CORRECT



Chair



Board Secretary