

Board of Trustees Special Meeting  
Thursday, October 29, 2020, 5:30pm  
Zoom Video Conference

**PANDEMIC RESPONSE**

Governor Inslee issued Proclamation [20-28.11](#) on October 1, 2020, waiving and suspending any in-person requirements in the Open Public Meetings Act (OPMA) and the Public Records Act (PRA) during the public health emergency. The proclamation is intended to reduce unnecessary person-to-person contact to slow the spread of COVID-19.

*In accordance with Proclamation 20-28.11, the following will be in effect at the October 29, 2020 Board meeting:*

- Board action will be limited to matters that are either (1) necessary and routine, or (2) necessary to respond to the COVID-19 outbreak and the current public health emergency. All other matters must be postponed until regular meetings may resume that are in full compliance with the OPMA.
- Trustees and Staff will participate remotely by teleconference.
- Members of the public may participate by phoning or linking in, using the instructions available prior to the meeting at [www.nols.org/board-administration/](http://www.nols.org/board-administration/).

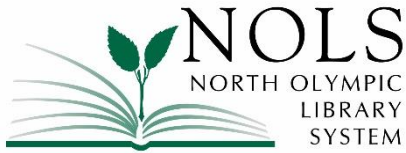
**Public Comments**

*Any person or group desiring to bring an item to the attention of the Library Board may do so by addressing the Board at meetings. Individuals having comments specifically related to agenda topics should raise their hand at the appropriate point on the agenda to indicate a wish to speak. Public comments on items not on the agenda, but within the jurisdiction of the North Olympic Library System Board of Trustees, are heard at the beginning of the meeting. When time constraints require, the Chair may limit public remarks during meetings to less than three minutes. The Board will not discuss or take action on items raised during Public Comment, but may choose to add items to a future meeting agenda. Public comments may also be sent to: Library Board of Trustees, North Olympic Library System, 2210 South Peabody Street, Port Angeles, WA 98362 or [LibraryBoard@nols.org](mailto:LibraryBoard@nols.org).*

**AGENDA**

1. Call to order, roll call and introductions
2. Approval of agenda
3. Public comments
4. Executive session to discuss collective bargaining
5. New business  
N.I. MOU for Collective Bargaining Agreement with General Employees Union
6. Adjournment





## Staff report

Meeting Date: October 29, 2020  
To: Library Board of Trustees  
From: Noah Glaude, Library Director  
Subject: Approval of Memorandum of Understanding with General Employees Union

Attachments: Memorandum of Understanding between NOLS and AFSCME AFL-CIO Local 1619L

**Topic/Issue:** Approval of Memorandum of Understanding with General Employees Union, AFSCME AFL-CIO Local 1619L.

**Background:** NOLS has two separate AFSCME units – a General Employees Unit (GEU) and Manager Employees Unit (MEU). The GEU's Collective Bargaining Agreement (CBA) is currently set to expire December 31, 2020. During the fall of 2020, NOLS engaged in collective bargaining with the GEU. Due to the uncertainty caused by the COVID-19 pandemic, economic and otherwise, all parties involved in the collective bargaining agreed that a Memorandum of Understanding (MOU) extending the 2019-2020 GEU CBA for one additional year, with limited specific adjustments, would be the most effective path forward.

**Policy and Fiscal considerations:** Collective Bargaining Sessions, including discussions with the governing Board regarding collective bargaining strategies, are exempt from the requirements of the Open Public Meeting Act. The CBA as negotiated reflects fiscal and policy considerations previously discussed with the Board in closed session.

**Discussion.** The attached MOU reflects contact language that was negotiated and agreed to by the GEU and NOLS negotiating teams. It has been approved by vote of the GEU membership, and now requires Board approval.

**Action/Motion:** *That the Board approve the Memorandum of Understanding with the General Employees Unit, AFSCME Local No. 1619L, as presented.*



## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into between the North Olympic Library System (“NOLS”) and AFSCME AFL-CIO, Local 1619L representing the General Employees Unit (“Union”).

WHEREAS, the collective bargaining agreement (“CBA”) between NOLS and the Union is expiring on December 31, 2020; and

WHEREAS, the parties desire to extend the CBA through 2021 based on the terms and conditions stated below; it is therefore

AGREED BY AND BETWEEN THE PARTIES HERETO, in consideration of the mutual promises contained herein that:

1. The 2019-2020 General Employees Unit (“GEU”) CBA is hereby extended in duration through December 31, 2021.
2. A COLA of one percent (1%) will be awarded to the General Employees Unit effective January 1, 2021. The parties agree that wages for the 2022 GEU collective bargaining agreement will be negotiated in consideration of the results of the NOLS compensation survey.
3. Effective January 1, 2021, a new section shall be added to Article 15 of the GEU CBA as follows:

Section 3. Employer Contribution to Deferred Compensation Plan.

Effective January 1, 2021, for Employees enrolled in the DRS deferred compensation plan offered by the Employer, the Employer will match Employee contributions up to a maximum employer contribution of \$30 per month per employee.

4. Effective January 1, 2021, Article 13, Section 6 of the GEU CBA shall be amended as follows:

Section 6. Emergency Library Closure Leave. Each employee may take leave with pay for up to ~~fifteen-thirty~~ (4530) hours per calendar year as emergency library closure leave. Such leave may be used when the employee cannot work because the Library facility the employee is assigned to work at is officially closed as the result of adverse weather or similar emergency conditions. Emergency library closure leave does not roll over from one calendar year to the next and shall not be cashed out.

5. Effective January 1, 2021, a new section shall be added to Article 13 of the GEU CBA as follows:

Section 7. Washington State Paid Family Medical Leave. The Employer will comply with the Washington State Paid Family and Medical Leave (PFML) program. Premiums are established by the State of Washington. Employees will pay the designated employee share of premiums via payroll deduction and the Employer will pay the designated employer share.

6. On a one-time non-precedent setting basis, any GEU Employee with a vacation leave balance over their vacation cap on November 30, 2020, can choose to be paid out for any amount of the vacation leave over the cap. The hours will be cashed out in the Employee's December 10, 2020 paycheck. Employees must notify NOLS of the number of hours they wish to cash out by November 25, 2020.
7. This MOU is effective when signed by both parties.

IN WITNESS WHEREOF, we have set our hands on the dates indicated.

NORTH OLYMPIC LIBRARY  
SYSTEM

AFSCME, AFL-CIO LOCAL 1619L

\_\_\_\_\_  
Jennifer Pelikan, Chair  
NOLS Board of Trustees

\_\_\_\_\_  
Cheryl Martin, President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Noah Glaude, Director  
NOLS

\_\_\_\_\_  
Aaron Cole, Staff Representative  
Council 2, AFSCME

Date: \_\_\_\_\_

Date: \_\_\_\_\_