MINUTES

PANDEMIC RESPONSE. Governor Inslee issued Proclamation 20-28 on March 24, 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 the following measures were in effect at the May 28, 2020 Board meeting.

- Board action 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 participated remotely by teleconference.
- Members of the public participated by phoning or linking in, using the instructions available prior to the meeting at www.nols.org/board-administration/.

1. Call to order, roll call and introductions

Board Chair Jennifer Pelikan called the meeting to order at 5:30 pm. Trustees present: Mark Urnes, Jennifer Pelikan, Betty Gordon, and Clea Rome. Library staff present: Director Margaret Jakubcin, Assistant Library Director Noah Glaude, Sequim Branch Manager Emily Sly. Visitors present: None.

2. Approval of agenda
Motion by Ms. Gordon to approve agenda as presented. Motion seconded by Ms. Rome. Motion carried.

3. Approval of minutes for regular meeting of April 30, 2020
Motion by Ms. Rome to approve the minutes from the April 30, 2020 meeting. Motion seconded by Mr. Urnes. Motion carried.

4. Communications None.

5. Financial report: April 2020
The financial reports for April 2020 were accepted as presented.
6. Approval of vouchers: April 2020
Motion by Ms. Rome to approve the April 2020 vouchers, numbered #299 through #384, in the amount of $355,537.27. Motion seconded by Ms. Gordon. Motion carried.

7. Unfinished business
None.

8. New business
N.1. Verbal update and discussion regarding NOLS coronavirus response
N.2. Verbal report about the Washington State Department of Commerce’s Library Capital Improvement Program and the opportunity to use the program to expand the Sequim Branch Library
Motion by Ms. Rome that the Board authorize staff to continue the work necessary to submit a grant application for the WA State Department of Commerce’s Library Capital Improvement Program, and additionally approving matching funds as needed to meet the requirements of the grant.
Motion seconded by Ms. Gordon. Motion carried.

9. Reports
R.1. Monthly activity reports: April 2020
R.2. Monthly statistics March and April 2020
All reports were accepted as presented.

10. 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.

11. Next meeting: 5:30pm, Thursday, June 25, 2020, at the Port Angeles Main Library or by teleconference, as appropriate to public health parameters in effect.

12. Agenda items for next meeting: Election of Officers and committee appointments.

13. Adjournment
There being no further business, the meeting was adjourned by the Chair at 6:47pm.

CERTIFIED AS TRUE AND CORRECT

Chair

Board Secretary

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