



Board of Trustees Regular Meeting
Thursday, May 27, 2021 5:30pm
Zoom Video Conference

MINUTES

PANDEMIC RESPONSE

Governor Inslee issued Proclamation [20-28.15](#) on January 19, 2021, 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 20-28.15, 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/.

1. Call to order, roll call and introductions
Board Chair Jennifer Pelikan called the meeting to order at 5:31 pm. Trustees present: Jennifer Pelikan, Mark Urnes, Betty Gordon, Ian Miller and Bert Caldwell. Library staff present: Executive Director Noah Glaude, HR & Business Manager Shaina Rajala, Facilities Manager Brian Phillips, SQ Library Manager Emily Sly. Visitors present: Debbie Crumb.
2. Approval of agenda
Motion by Ms. Gordon to approve agenda as presented. Motion seconded by Mr. Miller. Motion carried.
3. Approval of minutes for regular meeting of April 22, 2021
Motion by Mr. Caldwell to approve the minutes from the April 22, 2021 meeting, as amended. Motion seconded by Mr. Urnes. Motion carried.
4. Communications
None.
5. Presentation: [Overview of NOLS Facilities Department](#) presented by Brian Phillips
6. Public Comments
7. Financial reports: April 2021
The financial reports for April 2021 were accepted as presented.
8. Approval of vouchers: April 2021
Motion by Ms. Gordon to approve the April 2021 vouchers, numbered #303 through #397, in the amount of \$419,261.82. Motion seconded by Mr. Urnes. Motion carried.

9. Unfinished business

None

10. New business

N.1. Verbal update and discussion regarding NOLS' expansion of in-library services

N.2. Position Description Review Project update

N.3. Approval of Resolution 21-05-03: Authorizing Transfer of Funds for Sequim Capital Project

Motion by Ms. Gordon to approve Resolution 21-05-03 authorizing staff to transfer funds as indicated.

Motion seconded by Mr. Caldwell. Motion carried.

11. Reports

R.1. Monthly Statistics Reports: April 2021

R.2. Monthly Activity Reports: April 2021

R.3. Customer Comments: April 2021

R.4. Highlight Log: April 2021

All reports were 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 regular meeting: 5:30pm, Thursday, June 24, 2021 by teleconference.

15. Agenda items for next meeting: Presentation from Ascending Leadership, NOLS' Diversity Equity and Inclusion consultants.

16. Adjournment

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

CERTIFIED AS TRUE AND CORRECT

DocuSigned by:

Jennifer Pelikan

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Chair

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Board Secretary