

Board of Trustees Regular Meeting  
Thursday, October 28, 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/](http://www.nols.org/board-administration/).

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, Bert Caldwell, and Ian Miller. Library staff present: Executive Director Noah Glaude, HR & Business Manager Shaina Rajala, and Public Services Specialist K'Ehleyr McNulty. Visitors present: Debbie Crumb.
2. Approval of agenda  
*Motion by Ms. Pelikan to approve agenda as presented. Motion seconded by Ms. Gordon. Motion carried.*
3. Approval of minutes for regular meeting of September 23, 2021  
*Motion by Ms. Gordon to approve the minutes from the September 23, 2021 meeting. Motion seconded by Mr. Caldwell. Motion carried.*
4. Communications: Notice that NOLS was awarded a grant from the Port of Port Angeles for the Sequim Library Expansion and Renovation project for just over \$2,000.
5. Presentation: None
6. Public Comments
7. Financial reports: September 2021  
*The financial reports for September 2021 were accepted as presented.*
8. Approval of vouchers: September 2021  
*Motion by Ms. Pelikan to approve the September 2021 vouchers, numbered #811 through #932, in the amount of \$423,625.12. Motion seconded by Ms. Gordon. Motion carried.*
9. Unfinished business: None

10. New business

N.1. Verbal update and discussion regarding NOLS' COVID-19 response

N.2. Approval of Surplus Resolution 21-10-05

*Motion by Ms. Gordon to approve Resolution 21-10-05. Motion seconded by Mr. Caldwell. Motion carried.*

N.3. Review and discussion of proposed 2022 Operating Budget

*No action.*

N.4. Public Hearing on the proposed 2022 Operating Budget

*No action.*

11. Reports

R.1. Monthly Statistics Reports: September 2021

R.2. Monthly Activity Reports: September 2021

R.3. Highlight Log: September 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 agendize a matter of business on a future agenda.*

14. Next meeting: 5:30pm, Thursday, **November 18**, 2021 by teleconference.

15. Agenda items for next meeting:

*Second Public Hearing on the 2022 Operating Budget*

*Approval of updates to Collection Management Policy*

*Approval of contract with SHKS Architects for the SQ Library Expansion and Renovation project*

*Approval of a naming policy to honor NOLS' donors, friends and supporters*

*Updates on library hours*

16. Executive session to discuss collective bargaining

*At 6:35pm the Chair announced that the Board would move to executive session to discuss collective bargaining, and that the session was expected to last approximately 20 minutes.*

*At 7:08pm the Chair announced that the Board had concluded its executive session, without taking any action, and would now return to open session.*

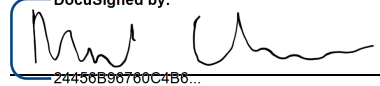
17. (Action on executive session, if any)

*None*

18. Adjournment

There being no further business, the meeting was adjourned by the Chair at 7:09pm.

**CERTIFIED AS TRUE AND CORRECT**

DocuSigned by:  
  
24456B96760C4B6...  
Chair

DocuSigned by:  
  
0955162A29064D8...  
Board Secretary