



**Board of Trustees Regular Meeting**  
Thursday, March 24, 2022 5:30pm  
Port Angeles Main Library  
Zoom Video Conference

## MINUTES

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, Bert Caldwell, Cyndi Ross and Ian Miller. Library staff present: Executive Director Noah Glaude, HR & Business Manager Shaina Rajala, IT Manager Shane Miller, Public Services Specialists Jessica R. and Kristin O., and Youth Services Librarians Clair D. and Kristine T. Visitors present: none.
2. Approval of agenda  
*Motion by Ms. Pelikan to approve agenda as presented. Motion seconded by Mr. Caldwell. Motion carried.*
3. Approval of minutes for regular meeting of February 24, 2022  
*Motion by Ms. Pelikan to approve the minutes from the February 24, 2022 regular meeting. Motion seconded by Ms. Ross. Motion carried.*  
  
Approval of minutes for special meeting of March 11, 2022  
*Motion by Mr. Caldwell to approve the minutes from the March 11, 2022 special meeting. Motion seconded by Ms. Pelikan. Motion carried.*
4. Communications:  
None
5. Presentation: A Look into Youth Services, presented by the NOLS Youth Services Team
6. Public Comments
7. Financial reports: February 2022  
The financial reports for February 2022 were accepted as presented.
8. Approval of vouchers: February 2022  
*Motion by Ms. Pelikan to approve the February 2022 vouchers, numbered #76 through #176, in the amount of \$370,907.37. Motion seconded by Mr. Caldwell. Motion carried.*
9. Unfinished business: None
10. New business

N.1. Designation of Signature Authority Resolution 22-03-02

*Motion by Mr. Caldwell to approve Resolution 22-03-02. Motion seconded by Ms. Ross. Motion carried.*

N.2. Verbal Update on NOLS' COVID-19 Response

N.3. Verbal Update on Sequim Expansion and Renovation Project

I.1. Reports

R.1. Monthly Statistics Reports: February 2022

R.2. Monthly Activity Reports: February 2022

R.3. Customer Comments February 2022

R.4. Highlight Log: February 2022

*All reports were accepted as presented.*

I.2. Public Comments

I.3. 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.*

I.4. Next meeting: 5:30pm, Thursday, April 28, 2022 at the Port Angeles Main Library.

I.5. Agenda items for next meeting: Presentation by SHKS Architects on the Sequim Library Expansion and Renovation Project

I.6. Adjournment

*There being no further business, the meeting was adjourned by the Chair at 6:55pm.*

**CERTIFIED AS TRUE AND CORRECT**

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Chair

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Board Secretary