



Board of Trustees Regular Meeting
Thursday, September 22, 2022 5:30pm
Port Angeles Main Library

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, Ian Miller, and Bert Caldwell. Library staff present: Executive Director Noah Glaude, Public Services Director Meghan Sullivan, and HR & Business Manager Shaina Rajala.
2. Approval of agenda
Motion by Mr. Caldwell to approve agenda as amended. Motion seconded by Ms. Pelikan. Motion carried.
3. Approval of minutes for regular meeting of August 25, 2022
Motion by Mr. Caldwell to approve the minutes from the August 25, 2022 regular meeting. Motion seconded by Ms. Pelikan. Motion carried.
4. Communications
5. Public Comments
6. Financial reports: August 2022
The financial reports for August 2022 were accepted as presented.
7. Approval of vouchers: August 2022
Motion by Ms. Pelikan to approve the August 2022 vouchers, numbered #707 through #807, in the amount of \$554,082.39. Motion seconded by Mr. Miller. Motion carried.
8. New Business
 - N.1. Verbal update regarding NOLS' Bookmobile
 - N.2. Verbal update regarding the Sequim Library Expansion and Renovation Project
 - N.3. Approval of MOU with United Way of Clallam County to partner on a Financial Aid Outreach Pilot Program
Motion by Mr. Miller to approve the MOU with United Way of Clallam County. Motion seconded by Ms. Pelikan. Motion carried.
 - N.4. Approval of Revisions to Policy 4.2: Fines and Fees
Motion by Ms. Pelikan to approve the revisions to policy 4.2. Motion seconded by Mr. Caldwell. Motion carried.

N.5. Approval of Revisions to Policy 5.6: Credit Cards

Motion by Mr. Caldwell to approve the revisions to policy 5.6. Motion seconded by Mr. Miller. Motion carried.

N.6. Discussion of NOLS Employee Ethics Statement

N.7. Discussion of NOLS 2021-24 Strategic Roadmap

N.8. Background Information: Budget/Levy/Fiscal Planning (no action)

N.9. Discussion of NOLS 2023 Budget Guidelines

Motion by Ms. Pelikan to approve the NOLS 2023 Budget Guidelines. Motion seconded by Mr. Caldwell. Motion carried.

9. Reports

R.1. Monthly Statistics Reports: August 2022

R.2. Monthly Activity Reports: August 2022

R.3. Customer Comments: August 2022

R.4. Highlight Log: June - August 2022

All reports were accepted as presented.

10. Public Comments

11. 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.

12. Agenda items for next meeting

*First Public Hearing on the 2023 Operating Budget
Compensation Study Presentation by NFP*

13. Executive session to discuss collective bargaining

At 7:05pm the Chair announced that the Board would move to executive session to discuss collective bargaining, and that the session was expected to last approximately 30 minutes.

At 7:50pm the Chair announced that the Board had concluded its executive session, without taking any action, and would now return to open session.

14. (Action on executive session, if any) *None.*

15. Next meeting: 5:30pm, Thursday, October 27, 2022 at the Port Angeles Main Library

16. Adjournment

There being no further business, the meeting was adjourned by the Vice Chair at 7:50pm.

CERTIFIED AS TRUE AND CORRECT

DocuSigned by:

Mark Umes

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Chair

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Noah Glaupe

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Board Secretary