



Board of Trustees Regular Meeting  
Thursday, September 28, 2023 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, and Ian Miller. Library staff present: Public Services Director Meghan Sullivan, HR & Business Manager Shaina Rajala, West End Library Manager Troi Gale, and Executive Director Noah Glaude.
2. Approval of agenda  
*Motion by Ms. Pelikan to approve agenda as amended. Motion seconded by Mr. Miller. Motion carried.*
3. Approval of minutes for regular meeting of August 24, 2023  
*Motion by Ms. Pelikan to approve the minutes from the August 24, 2023 regular meeting. Motion seconded by Mr. Miller. Motion carried.*
4. Communications
5. Public Comments
6. Financial reports: August 2023  
The financial reports for August 2023 were accepted as presented.
7. Approval of vouchers: August 2023  
*Motion by Ms. Pelikan to approve the August 2023 vouchers, numbered #785 through #659, in the amount of \$508,467.99. Motion seconded by Mr. Miller. Motion carried.*  
  
Approval of vouchers: July 2023  
*Motion by Ms. Pelikan to approve the July 2023 vouchers, numbered #670 through #900, in the amount of \$644,612.87. Motion seconded by Mr. Miller. Motion carried.*
8. Unfinished Business  
None
9. New Business
  - N.1. Verbal update regarding NOLS' Bookmobile
  - N.2. Background Information: Budget/Levy/Fiscal Planning (no action)

### N.3. NOLS 2024 Budget Guidelines

*Motion by Ms. Pelikan to approve the NOLS 2024 Budget Guidelines. Motion seconded by Mr. Miller.  
Motion carried.*

### 10. Reports

R.1. Monthly Statistics Reports: August 2023

R.2. Monthly Activity Reports: August 2023

R.3. Customer Comments: August 2023

R.4. Highlight Log: August 2023

*All reports were accepted as presented.*

### 11. Public Comments

### 12. 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.*

### 13. Next meeting: 5:30pm, Thursday, October 26, 2023 at the Forks Branch Library

### 14. Agenda items for next meeting

### 15. Adjournment

*There being no further business, the meeting was adjourned by the Chair at 6:37pm*

“Nurturing imagination, connection, and understanding,  
to improve lives and strengthen community.”

NOLS Mission Statement  
Adopted 11/22/16

## CERTIFIED AS TRUE AND CORRECT

DocuSigned by:

Mark Unnes

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Chair

DocuSigned by:

Noah Claude

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Board Secretary