



Board of Trustees Special Meeting
Wednesday, December 11, 2024 5:30pm
Port Angeles Main Library

REMOTE ACCESS

If unable to join in person, members of the public may participate in the meeting via internet or phone using the instructions available prior to the meeting at www.nols.org/board-administration.

PUBLIC COMMENTS

Any person or group desiring to bring an item to the attention of the Library Board may do so by addressing the Board at meetings. Individuals having comments specifically related to agenda topics should raise their hand at the appropriate point on the agenda to indicate a wish to speak. Public comments on items not on the agenda, but within the jurisdiction of the North Olympic Library System Board of Trustees, are heard at the beginning of the meeting and at the end; individuals may choose to speak at either point. When time constraints require, the Chair may limit public remarks during meetings to less than three minutes. The Board will not discuss or take action on items raised during Public Comment, but may choose to add items to a future meeting agenda. Public comments may also be sent to: Library Board of Trustees, North Olympic Library System, 2210 South Peabody Street, Port Angeles, WA 98362 or LibraryBoard@nols.org.

LAND ACKNOWLEDGEMENT

The North Olympic Library System acknowledges that the lands on which we live and gather are the appropriated homelands of Indigenous Peoples. We want to express our deepest respect to those peoples past and present, including the [Hoh Tribe](#), [Jamestown S'Klallam Tribe](#), [Lower Elwha Klallam Tribe](#), [Makah Indian Tribe](#), [Quileute Tribe](#), [Quinault Indian Nation](#), [Port Gamble S'Klallam Tribe](#) and the [Skokomish Tribe](#), for their care of these lands throughout the generations. Let us learn more about the histories, cultures, and traditions of Indigenous Peoples. Let us strengthen relationships with sovereign tribal nations to provide an inclusive space fostering innovation and collaboration at the Library.

AGENDA

1. Call to order, roll call and introductions
2. Approval of Agenda
3. Approval of minutes for regular meeting of November 18, 2024
4. Communications
5. Public Comments
6. Financial Reports: October 2024
7. Approval of Vouchers: October 2024

8. Unfinished Business

U.1. Branch Operating Hours

9. New Business

- N.1. Policy 2.1 Update – Collection Management
- N.2. Policy HR I I.4 Update – All Staff Training Day
- N.3. Resolution 24-12-09 Adopting a Public Records Fee Schedule Consistent with RCW 42.56
- N.4. Policy 5.14 Update – Public Records Requests
- N.5. Resolution 24-12-10 Authorizing an Increase to Branch Cash Funds
- N.6. Resolution 24-12-11 Honoring Mark Urnes for his Service to the Library and Community

10. Reports

- R.1. Monthly Statistics Reports: October 2024
- R.2. Monthly Activity Reports: October 2024
- R.3. Highlight Log: October 2024

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 their 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.

13. Next meeting: 5:30pm, Thursday, January 23, 2025

14. Agenda items for next meeting

15. Executive session on annual performance review of Executive Director

16. Action on executive session, if any

17. Adjournment

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

NOLS Mission Statement
Adopted 11/22/16

Upcoming Board meetings

<u>Date</u>	<u>Time</u>	<u>Meeting Type</u>	<u>Location</u>
Thursday, January 23, 2025	5:30pm	Regular Meeting	Port Angeles
Thursday, February 27, 2025	5:30pm	Regular Meeting	TBD
Thursday, March 27, 2025	5:30pm	Regular Meeting	TBD
Thursday, June 22, 2025	5:30pm	Regular Meeting	TBD

Note: no regular Board meetings scheduled in July or December.

North Olympic Library Foundation meetings generally occur on the same dates as NOLS Board meetings, usually at 3pm in the Administrative conference room of the Port Angeles Main Library.

Friends of the Library meetings

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| Clallam Bay Friends of the Library | Second Tuesday of March, June, September, and December at 1:30pm at Clallam Bay Branch Library |
| Friends of the Forks Library | Varies. Check with the Forks Branch for the next date. |
| Port Angeles Friends of the Library | Second Tuesday of month at 10am at Port Angeles Main Library |
| Friends of Sequim Library | Third Tuesday in July, 9:30am at the Sequim Branch Library. Annual Meeting is held in January, date/location usually announced in December. |

Note: Foundation and Friends meeting schedules can vary; please check with Library to confirm before attending.