



Board of Trustees Regular Meeting  
Thursday, January 23, 2025 5:30pm  
Port Angeles Main Library

## MINUTES

1. Call to order, roll call and introductions  
Board Chair Jennifer Pelikan called the meeting to order at 5:30pm. Trustees present: Jennifer Pelikan, Ian Miller, Bert Caldwell, and Cyndi Ross. Library staff present: Executive Director Noah Glaude, Public Services Director Meghan Sullivan, HR and Business Manager Shaina Lent, Port Angeles Library Manager Lynn Johnson, Outreach Library Manager Victoria Harmon. Guests present: Superintendent of Sequim School District Regan Nickels.
2. Approval of agenda  
*Motion by Mr. Miller to approve the agenda as presented. Motion seconded by Mrs. Ross. Motion carried.*
3. Approval of minutes for special meeting of December 11, 2024  
*Motion by Ms. Ross to approve the minutes from the December 11, 2024 special meeting. Motion seconded by Mr. Miller. Motion carried.*
4. Communications  
None
5. Public Comments  
None
6. Presentation: Information about the February 11 Special Election Construction Bond and EP&O Levy, presented by Sequim School District Superintendent Regan Nickels
7. Financial Reports: November 2024; December 2024  
*The financial reports for November and December 2024 were accepted as presented.*
8. Approval of Vouchers: November 2024; December 2024  
*Motion by Mr. Caldwell to approve the November 2024 vouchers, numbered #1245 through #1392, in the amount of \$1,058,968.37. Motion seconded by Mr. Miller. Motion carried.*  
  
*Motion by Mr. Miller to approve the December 2024 vouchers, numbered #1393 through #1517, in the amount of \$1,460,007.95. Motion seconded by Ms. Ross. Motion carried.*
9. Unfinished Business  
None
10. New Business  
N.I. Approval of the 2025 Capital Budget  
*Motion by Mr. Miller to approve the 2025 Capital Budget as presented. Motion seconded by Mr. Caldwell. Motion carried.*

N.2. Approval of Resolution 25-01-01: Authorizing Staff to Transfer Funds

*Motion by Mr. Miller to approve Resolution 25-01-01 as presented. Motion seconded by Mr. Caldwell.  
Motion carried.*

N.3. Approval of Resolution 25-01-02: Authorizing Disposal of Surplus Equipment and Furniture

*Motion by Mr. Caldwell to approve Resolution 25-01-02 as presented. Motion seconded by Ms. Ross.  
Motion carried.*

N.4. 2025 Board of Trustees Meeting Locations

*The Board agreed to a tentative plan to meet in Forks in February, Clallam Bay in May, Sequim in August  
and Port Angeles all other months. Locations may be adjusted depending on presentations or other needs.*

I.1. Reports

R.1. Monthly Statistics Reports: November 2024; December 2024

R.2. 2024 Annual Statistics Report

R.3. Monthly Activity Reports: November 2024; December 2024

R.4. Customer Comments: November 2024 and December 2024

R.5. Highlight Log: November and December 2024

*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 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.*

I.4. Next meeting: 5:30pm, Thursday, February 27, 2025

I.5. Agenda items for next meeting

I.6. Adjournment

*There being no further business, the meeting was adjourned by the Chair at 7:47pm.*

*"Nurturing imagination, connection, and understanding,  
to improve lives and strengthen community."*

*NOLS Mission Statement  
Adopted 11/22/16*

**CERTIFIED AS TRUE AND CORRECT**

Signed by:

*Jennifer Pelikon*

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Chair

Signed by:

*Noah Glauke*

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Board Secretary