



Board of Trustees Regular Meeting
Tuesday, April 29, 2025 5:30pm
Forks Branch 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, Cyndi Ross, and Betty Marcoux. Library staff present: Executive Director Noah Glaude, Public Services Director Meghan Sullivan, HR & Business Manager Shaina Lent, West End Library Manager Troi Gale, Library Services Specialist Jennifer Smathers, and Marketing & Communications Manager Karyn Bocko.

2. Approval of agenda

Motion by Cyndi Ross to approve the agenda as presented. Motion seconded by Ian Miller. Motion carried.

3. Approval of minutes for regular meeting of March 27, 2025

Motion by Bert Caldwell to approve the minutes from the March 27, 2025 regular meeting. Motion seconded by Cyndi Ross. Motion carried.

4. Communications

None

5. Public Comments

Community members commented that the Library is great and a supportive place for Peninsula College students, noting that internet access on Fridays when the campus is closed has been especially helpful. They also noted that they appreciated how the Library helps families and has events in their small rural town. Some community members were motivated to come to the Board meeting because of hearing about changes that may be coming.

Francesca Velasquez commented that when she worked at NOLS many years ago, she was the only Hispanic person who worked at NOLS. She appreciates that now see individuals that look like her and speak Spanish.

Guadeloupe commented that she appreciates how the Library helps students by providing important resources like copies and faxes.

6. Presentation

New Online Registration and Auto-Renewal Process – Karyn Bocko, Marketing and Communications Manager

7. Financial Reports: March 2025

The financial reports for March 2025 were accepted as presented.

8. Approval of Vouchers: March 2025

Motion by Ian Miller to approve the March 2025 vouchers, numbered #218 through #331, in the amount of \$1,644,355.46. Motion seconded by Betty Marcoux. Motion carried.

9. Unfinished Business

None

10. New Business

N.1. Revision to Policy 3.1 – Library Cards

Motion by Bert Caldwell to approve Revision to Policy 3.1 as presented. Motion seconded by Cyndi Ross. Motion carried.

N.2. Revision to Policy 3.2 – Borrowing Privileges

Motion by Cyndi Ross to approve Revision to Policy 3.2 as presented. Motion seconded by Betty Marcoux. Motion carried.

N.3. Revision to Policy 3.3 – Circulation of Special Collections

Motion by Cyndi Ross to approve Revision to Policy 3.3 as presented. Motion seconded by Ian Miller. Motion carried.

N.4. Revision to Policy 3.4 – Hold Requests and Held Materials

Motion by Betty Marcoux to approve Revision to Policy 3.4 as presented. Motion seconded by Cyndi Ross. Motion carried.

N.5. Revision to Policy 3.5 – Penalties for Overdue, Lost or Damaged Material

Motion by Bert Caldwell to approve Revision to Policy 3.5 as presented. Motion seconded by Betty Marcoux. Motion carried.

N.6. Revision to Policy 4.1 – Basic Rule of Conduct

Motion by Ian Miller to approve Revision to Policy 4.1 as presented. Motion seconded by Cyndi Ross. Motion carried.

N.7. New Policy 4.18 – Social Media

No action taken. Library staff will make revisions to the draft policy and present them at the May Board Meeting.

11. Reports

R.1. Monthly Statistics Reports: March 2025

R.2. Monthly Activity Reports: March 2025

R.3. Customer Comments: March 2025

R.4. Highlight Log: March 2025

All reports were accepted as presented.

12. Public Comments

13. 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 agendaize a matter of business on a future agenda.

14. Next meeting: 5:30pm, Thursday, May 22, 2025

15. Agenda items for next meeting

[Approval of new social media policy](#)

16. Adjournment

[There being no further business, the meeting was adjourned by the Chair at 7:30pm.](#)

“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

8AF36E3926804B4...

Chair

Signed by:

Noah Claude

09551C2A290C4D8...

Board Secretary