

Notice of Public Hearing

North Olympic Library System
2210 S. Peabody Street
Port Angeles, WA 98362

Public Hearing on Draft 2026 Operating Budget

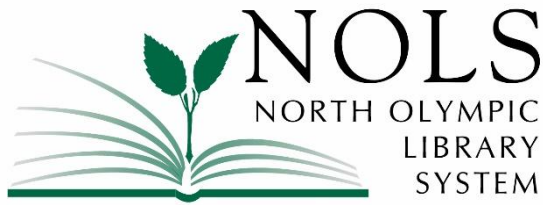
Thursday, October 23, 2025, 5:30pm
Port Angeles Main Library
2210 South Peabody Street, Port Angeles, WA 98362

The North Olympic Library System Board of Trustees will hold a public hearing on the Library's draft 2026 Operating Budget during the Board's regular meeting on Thursday, October 23, 2025, at 5:30pm. The Library's budget for 2025 is \$7,327,025 and the proposed budget for 2026 is \$7,325,178.

Members of the public are encouraged to share their thoughts at the October Board meeting, or if you cannot attend, by emailing the Executive Director, Noah Glaude, at Director@nols.org, or by emailing LibraryBoard@nols.org.

Library budget and financial information is available on the Library's website at nols.org/board-administration/.

A second public hearing and adoption of the 2026 Budget is scheduled for Monday, November 17, 2025, at 5:30pm at the Port Angeles Main Library. Public comment is encouraged at this meeting as well.



Board of Trustees Regular Meeting
Thursday, October 23, 2025 5:30pm
Port Angeles 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.

AGENDA

1. Call to Order, Roll Call and Introductions
2. Land Acknowledgement
3. Approval of Agenda
4. Approval of minutes for the regular meeting of September 25, 2025
5. Communications
6. Public Comments
7. Presentation – Intellectual Freedom in Public Libraries, Dr. Tamara Rotz
8. Financial Reports: September 2025
9. Approval of Vouchers: September 2025
10. Unfinished Business
 - U.1. None
11. New Business
 - N.1. Review and discussion of proposed 2026 Operating Budget
 - N.2. Public Hearing on the proposed 2026 Operating Budget

12. Reports

- R.1. Monthly Statistics Reports: September 2025
- R.2. Monthly Activity Reports: September 2025
- R.3. Customer Comments: September 2025
- R.4. Highlight Log: September 2025

13. Public Comments

14. 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.

15. Next meeting: 5:30pm, November 4, 2025 (Special Board Meeting)

16. Agenda items for next meeting

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>Location</u>
Tuesday, November 4, 2025	5:30pm	Special meeting	Port Angeles
Monday, November 17, 2025	5:30pm	Regular meeting	Port Angeles
Thursday, January 22, 2026	5:30pm	Regular meeting	Sequim

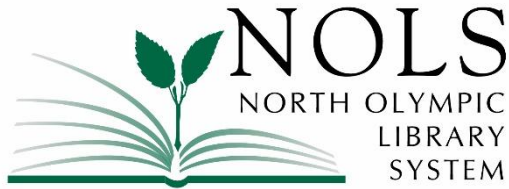
Note: no regular Board meetings scheduled in July or December.

North Olympic Library Foundation Meetings generally occur on the same dates as NOLS Board meetings, usually at 3pm via Zoom.

Friends of the Library Meetings

Clallam Bay Friends of the Library	Varies. Check with Clallam Bay Branch staff for the next date.
Friends of the Forks Library	Varies. Check with Forks Branch staff for the next date.
Port Angeles Friends of the Library	Second Tuesday of the month at 10:15am at the Port Angeles Library.
Friends of Sequim Library	Annual Meeting is held the third Tuesday in July at 9:30am.

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



Board of Trustees Regular Meeting
Thursday, September 25, 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, Bert Caldwell, Cyndi Ross, and Ian Miller. Library staff present: Executive Director Noah Glaude and Public Services Director Meghan Sullivan.
2. Land Acknowledgement
3. Approval of agenda
Motion by Cyndi Ross to approve the agenda as presented. Motion seconded by Ian Miller. Motion carried.
4. Approval of minutes for regular meeting of August 28, 2025
Motion by Bert Caldwell to approve the minutes from the August 28, 2025 regular meeting. Motion seconded by Cyndi Ross. Motion carried.
5. Communications
None
6. Public Comments
7. Financial Reports: August 2025
The financial reports for August 2025 were accepted as presented.
8. Approval of Vouchers: August 2026
Motion by Ian Miller to approve the August 2025 vouchers, numbered #806 through #919, in the amount of \$613,289.40. Motion seconded by Cyndi Ross. Motion carried.
9. Unfinished Business
 - U.1. NOLS Local 1619-L Collective Bargaining Agreement Contract Extensions
Motion by Cyndi Ross to approve the GEU Local 1619-L Collective Bargaining Agreement Contract Extension as presented. Motion seconded by Bert Caldwell. Motion carried.

Motion by Bert Caldwell to approve the MEU Local 1619-L Collective Bargaining Agreement Contract Extension as presented. Motion seconded by Cyndi Ross. Motion carried.
10. New Business
 - N.1. Background Information: Budget/Levy/Fiscal Planning (no action)
 - N.2. NOLS 2026 Budget Guidelines
Motion by Cyndi Ross to approve the NOLS 2026 Budget Guidelines as presented. Motion seconded by Bert Caldwell. Motion carried.

N.3. Status Report on Strategic Roadmap Update Process

I1. Reports

R.1. Monthly Statistics Reports: August 2025

R.2. Monthly Activity Reports: August 2025

R.3. Customer Comments: August 2025

R.4. Highlight Log: August 2025

All reports were accepted as presented.

I2. Public Comments

I3. 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.

I4. Next meeting: 5:30pm, October 23, 2025

I5. Agenda items for next meeting

First public hearing for the NOLS 2026 Operating Budget, Intellectual Freedom Presentation, Strategic Roadmap Update

I6. Adjournment

There being no further business, the meeting was adjourned by the Chair at 6:42pm.

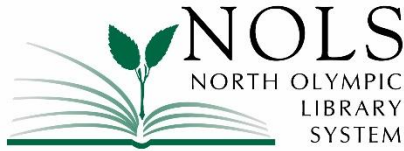
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NOLS Mission Statement
Adopted 11/22/16

CERTIFIED AS TRUE AND CORRECT

Chair

Board Secretary



Staff Report

Meeting Date: October 23, 2025
To: Library Board of Trustees
From: Finance Manager, Amy Hough
Subject: Comments on Financial Reports for September 2025

Topic/Issue: Informational comments on monthly financial reports.

Background: This report provides narrative comments on areas of the monthly financial reports that are out of the ordinary, or may require explanation.

Discussion:

Revenues: Private Grants and Donations totaled \$2,522 for the month. Other revenue is within the expected range for this time of year.

Revised Revenue Report – September:

The September Revenue Report has been updated to separately report Leasehold Excise Taxes and Property Taxes. In previous months, only Property Taxes were budgeted under the "Taxes" line, while actual revenues included both Property and Leasehold Excise Taxes.

To correct this, the "Taxes" line has been renamed "Property Taxes", and Leasehold Excise Taxes have been reclassified under "Grants, Entitlements, and Other Payments."

This adjustment resulted in:

- A decrease of \$20,910.72 in Property Taxes, and
- An increase of \$20,910.72 in Grants, Entitlements, and Other Payments.

Expenditures: Capital construction costs for the Sequim Library Expansion and Renovation Project this month are \$702,898 which includes payments of \$698,410 to Hoch Construction.

Other expenses are within the expected range for this time of year.

Account Balances: Payroll Account (US Bank 1301) shows expenses and reimbursements of \$302,361 for amounts paid by electronic transfers. Electronic transfers fund net payroll,

payroll taxes and PERS Retirement, and sale and use tax payments. Medical and Dental Insurance, Union Dues and other payroll related items are paid by check. Total payroll and benefit expenses paid in September are \$362,048.

Recommendation/Alternatives for Consideration: No action is required. As always, the Board may request clarification or additional information.



Revenue Report^{*}

September 30, 2025

Operating Revenue				9/12ths is	75.0%
	Budgeted	Current	YTD	Difference	Percent
Property Taxes	4,799,650	92,557	3,000,453	1,799,197	62.5
Grants, Entitlements, Other Payments	33,000	40	23,301	9,699	70.6
Goods and Services	18,010	911	9,694	8,316	53.8
Library Fees	15,000	1,033	9,856	5,144	65.7
Miscellaneous Revenues					
Pool Fund Investment Interest	180,000	31,923	267,788	(87,788)	148.8
Facilities Leases (Short Term)	1,200	95	1,459	(259)	121.6
Contributions and donations ⁽¹⁾	128,862	1,959	522,958	(394,096)	405.8
Other Miscellaneous Revenue	127,393	770	17,349	110,044	13.6
Total Miscellaneous Revenues	437,455	34,747	809,554	(372,099)	185.1
Nonrevenues (excise taxes) ⁽²⁾	1,100	89	943	157	85.7
Transfers In	2,022,810	-	-	2,022,810	-
Total Operating Revenue	7,327,025	129,377	3,853,802	3,473,223	52.6
<i>(1) Includes anticipated grants from Friends of the Library groups and other donors.</i>					
<i>(2) Taxes paid for purchases which did not include tax when tax was due. For example, online purchases made by credit card.</i>					
Capital Revenue					
Grants	2,499,500	-	1,969,200	-	78.78
Contributions and donations	30,000	-	-	-	-
LOCAL Investment Interest	-	-	10,660	-	-
Timber Revenues (received in 2025)	-	1,736	331,647	-	-
Total Capital Revenue	-	1,736	2,311,507	-	-
Grand Total Revenues		131,113	6,165,308		



Expenditure Report^{*}

September 30, 2025

				9/12ths is	75.0%
Operating Expenditures	Budgeted	Current	Year To Date	Difference	Percent
<i>Personnel</i>					
Salaries and Wages	3,604,798	272,084	2,508,556	1,096,242	69.6
Benefits	1,527,234	89,964	954,768	572,466	62.5
<i>Total Personnel</i>	5,132,032	362,048	3,463,324	1,668,708	67.5
<i>Supplies</i>					
Supplies, Office and Operating	106,231	8,051	76,875	29,356	72.4
Fuel	19,300	833	5,376	13,924	27.9
Collection Materials	504,000	19,392	196,459	307,541	39.0
Merchandise purchased for resale	2,625	-	744	1,881	28.3
Small Tools/Equip (<\$200)	4,000	531	1,335	2,665	33.4
<i>Total Supplies</i>	636,156	28,806	280,789	355,367	44.1
<i>Services</i>					
Professional Services	469,331	26,111	202,291	267,040	43.1
Communication	220,214	31,339	165,512	54,702	75.2
Travel	33,760	417	11,677	22,083	34.6
Taxes and Operating Assessments	6,000	-	5,990	10	99.8
Operating Rentals and Leases	3,740	7,317	26,320	(22,580)	703.8
Insurance	133,000	-	115,162	17,838	86.6
Public Utilities	113,247	6,877	72,608	40,639	64.1
Repair and Maintenance	117,589	3,383	74,138	43,451	63.0
Miscellaneous Services	11,000	39	3,582	7,418	32.6
Dues	5,730	-	4,285	1,445	74.8
<i>Total Services</i>	1,113,611	75,484	681,565	432,046	61.2
<i>Intergovernmental Services</i>	12,700	-	7,239	5,461	57.0
<i>Nonexpenditures (excise taxes)⁽¹⁾</i>	1,100	91	976	124	88.8
<i>Debt Repayment</i>	231,175	940	202,585	28,590	87.6
<i>Interest & Other Debt Service Costs</i>	200,250	-	101,625	98,625	50.7
<i>Total Operating Expenditures</i>	7,327,024	467,368	4,738,104	2,588,920	64.7

(1) Taxes paid for purchases which did not include tax when tax was due. For example, online purchases made by credit card.



Expenditure Report^{*}

September 30, 2025

				9/12ths is	75.0%
Capital Outlays	Budgeted	Current	Year To Date	Difference	Percent
Buildings and Structures	28,000	-	4,069	23,931	14.5
Other Improvements	676,500	-	65,414	611,086	9.7
Machinery & Equipment	395,750	2,127	210,643	185,107	53.2
Construction of Capital Assets	5,000,000	699,520	4,139,237	860,763	82.8
Total Capital Outlays	6,100,250	701,647	4,419,363	1,680,887	72.4
Grand Total All Expenditures	13,427,274	1,169,015	9,157,467	4,269,807	68.2



Account Balances*

September 30, 2025

	Beginning Balance	Transfers In/(Out)	Current Income	Current Expense	Ending Balance
Investments					
Washington State Local Investment Pool					
<i>Board Designated Accounts</i>	<i>Board Designated Accounts</i>				
Fiscal Emergency Reserve ⁽¹⁾	1,307,019	-	-	-	1,307,019
NOLS Capital Reserve ⁽²⁾	1,107,284	-	1,736	-	1,109,020
Operating Reserve ⁽³⁾	677,199	-	-	-	677,199
PA Capital Reserve ⁽³⁾	394,809	-	-	-	394,809
Sequim Capital Reserve ⁽³⁾	59,680	-	-	-	59,680
NOLS Capital Fund ⁽⁴⁾	195,876	-	-	1,258	194,618
PA Capital Fund ⁽⁴⁾	288,283	-	-	-	288,283
Sequim Capital Fund ⁽⁴⁾	1,864,242	-	2,474	707,366	1,159,350
<i>Total Board Designated Accounts</i>	<i>5,894,392</i>	<i>-</i>	<i>4,210</i>	<i>708,625</i>	<i>5,189,978</i>
<i>Grants and Donations</i>					
Clallam Bay Donations Fund	6,963	-			6,963
Clallam Bay Friends Donations	3,259	-		130	3,128
Forks Donations Fund	22,304	-	0	235	22,070
Forks Friends Donations	1,534	-		156	1,378
NOLS Materials Fund	350,858	-		19,693	331,164
NOLS Donations Fund	72,877	-	28	1,018	71,887
Port Angeles Donations Fund	11,618	-	20		11,638
Port Angeles Friends Donations	22,332	-		1,151	21,181
Sequim Donations Fund	22,116	-	0		22,116
Sequim Friends Donations	34,833	-		833	34,000
NOLF Donations Fund	1,500	-		1,250	250
Outreach Donations Fund	6,968	-		194	6,775
<i>Total Grants and Donations</i>	<i>557,162</i>	<i>-</i>	<i>48</i>	<i>24,660</i>	<i>532,550</i>
<i>Unclaimed Property Account</i>	<i>3,326</i>	<i>-</i>			<i>3,326</i>
<i>Total Designated Cash</i>	<i>6,454,881</i>	<i>-</i>	<i>4,258</i>	<i>733,285</i>	<i>5,725,854</i>
<i>Undesignated Cash Operating Funds</i>	<i>1,659,546</i>	<i>(340,749)</i>			<i>1,318,798</i>
Total WA State Local Investment Pool	8,114,428	(340,749)	4,258	733,285	7,044,652

Notes:

- (1) Reserve buffer against major economic catastrophe.
- (2) Receives timber revenues designated to fund capital improvement projects.
- (3) Reserves to balance deficit budgets.
- (4) Fund management account for designated capital projects.

* All amounts are rounded to the nearest dollar.



Account Balances^{*}

September 30, 2025

	Beginning Balance	Transfers In/(Out)	Current Income	Current Expense	Ending Balance
Total Investments	8,114,428	(340,749)	4,258	733,285	7,044,652
Cash					
Cash Operating Funds					
Cash held by County Treasurer	(0)	31,873			31,873
Imprest Accounts					
Revolving Fund (FF 1503)	6,000	10	-	10	6,000
Payroll Account (US Bank 1301)	200	302,361	-	302,361	200
Merchant Account (FF 7401) ⁽⁵⁾	3,077	(4,037)	2,242	282	1,000
Branch Change Funds					
Port Angeles	180	-	-	-	180
Sequim	180	-	-	-	180
Forks	80	-	-	-	80
Clallam Bay	80	-	-	-	80
<i>Total Branch Change Funds</i>	520	-	-	-	520
Total Imprest Accounts	9,797	298,333	2,242	302,652	7,720
Total Cash	9,797	330,206	2,242	302,652	39,593
Total Cash and Investments	8,124,225	(10,543)	6,500	1,035,937	7,084,245

* All amounts are rounded to the nearest dollar.



Voucher Approval for September 2025

The undersigned Board of Trustees of the North Olympic Library System certify that merchandise or services specified have been received and that the following vouchers #920 through #1023 are approved in the amount of \$1,171,296.24 this 23th day of October 2025.

Trustee	Trustee
Trustee	Trustee
Trustee	Library Director

No.	Claimant	Purpose	Amount
920	Acila Consulting LLC	PO 1164 Capital Construction - Owners's Representatives	2,931.25
921	ADP LLC	Payroll Services - Payroll Processing Fee (PPE 08-31-25) - NOLS	1,885.79
922	ADP Tax/Financial Services	Payroll and Payroll Tax (PPE 08-31-2025) - EFT 1171	261,314.48
923	All Safe Mini Storage	PO 1285 Operating Rentals and Leases - October SQ Storage Unit	255.00
924	Alliance 2020 Inc	PO 1157 Professional Services - Background Checks - NOLS	69.10
925	Amazon.com	Collection Materials	198.60
926	Amazon.com	Collection Materials	66.93
927	Amazon.com	Collection Materials	495.52
928	Angeles Millwork & Lumber	PO 1210 Maintenance Supplies - Vacuum Kit, Mud, Drywall - FAC	130.06
929	Angeles Millwork & Lumber	PO 1256 Maintenance Supplies - Paint Supplies for PA North Wall	67.67
930	Baker & Taylor	Collection Materials	475.14
931	Baker & Taylor	Collection Materials	650.93
932	Baker & Taylor	Collection Materials	1,422.73
933	Baker & Taylor	Collection Materials	388.76
934	Bizy Boys LLC	PO 1161 Groundskeeping - PA Lawn Care - FAC	869.49
935	Bridge Wynelle	C-08 Programming - Clallam County Poet Laureate Q3 (NOLF)	1,250.00
936	Brodart Company	Collection Materials	274.79
937	Brodart Company	Collection Materials	310.14
938	Brodart Company	Collection Materials	673.35
939	Canon Financial Services Inc	PO1216 Leases - Printer & Copier Contract - NOLS	940.03
940	CENGAGE Learning	Collection Materials	222.08
941	CENGAGE Learning	Collection Materials	360.87
942	Center Point Large Print	Collection Materials	202.56
943	Center Point Large Print	Collection Materials	64.63
944	Center Point Large Print	Collection Materials	69.41
945	CenturyLink 300511187 FO	Communications - Voice - FO	95.99
946	CenturyLink 300561130 CB	Communications - Voice - CB	217.64
947	CenturyLink 360-681-7811 468B SQ	Communications - Voice - CB	163.64
948	CenturyLink Bus. Svcs Acct 80206626	Communications - POTS	90.28

No.	Claimant	Purpose	Amount
949	CenturyLink PA 360-457-3125 933B	Communications - Fax - PA	337.60
950	Cerium Networks Inc	PO 1154 Technology Services - Managed Services - IT	2,450.25
951	Cherbib Miriam	PO 1156 Professional Services - Coaching & Strategic Planning	9,437.50
952	City of Forks	Public Utilities - FO	159.46
953	City of Port Angeles/Dump	PO 1291 Public Utilities - Solid Waste - Scrap Metal Recycle	57.53
954	City of Port Angeles/Orcas Avenue	Public Utilities - PA	259.74
955	City of Port Angeles/Peabody St.	Public Utilities - PA	3,860.40
956	City of Sequim	Public Utilities - SQ	423.29
957	Clallam County Public Works Dept. (Sewer)	Public Utilities - CB	56.50
958	Clallam County PUD	Public Utilities - SQ2	771.39
959	Clallam County PUD	Public Utilities - CB	419.43
960	Clallam County PUD	Public Utilities - FO	506.95
961	Clallam County PUD	Public Utilities - SQ	305.44
962	Clallam County Treasurer	AUG 2025 Investment Service Fee paid in SEPT - EFT 1176	50.00
963	Dept. of Retirement Systems	PERS and DCP (PPE 08-31-2025) - EFT 1172	40,633.92
964	Dept. of Revenue - Use/Sales Tax	August 2025 Sales & Use Tax - EFT 1173	412.18
965	Desmarais Corrina	Travel - Business - Mileage Reimbursement - NOLS	10.49
966	E-Rate Expertise	PO 1248 Professional Services - E-Rate Consultant - NOLS	1,435.50
967	Fatbeam LLC	PO 1143 Communications - Internet Services - 2nd Half of Install Fee	12,305.70
968	Fatbeam LLC	PO 1158 Communications - Internet Services September - NOLS	14,908.31
969	Haggard & Ganson LLP	PO 1155 Professional Fees - Legal Services - ADM	82.50
970	Health Care Authority	Medical (PPE 08-31-2025)	48,744.18
971	Hi-Tech Security Inc.	PO 1220 Repair & Maintenance - FO Alarm Monitoring - FAC	377.93
972	Hi-Tech Security Inc.	P 1283, 1284 Repair & Maintenance - PA Fire Alarm Test, Batteries	583.90
973	Hoch Construction Inc	PO 1153 Capital Construction - SQ Project Construction	315,832.78
974	Hoch Construction Inc	PO 1295 Capital Construction - SQ Project Construction	382,577.34
975	Ingram Library Services	Collection Materials	1,811.80
976	Ingram Library Services	Collection Materials	1,153.41
977	Ingram Library Services	Collection Materials	1,593.73
978	Ingram Library Services	Collection Materials	1,481.47
979	KCDA Purchasing Cooperative	PO 1140 Maintenance Supplies - Tissue, Towels, Gloves - FAC	696.42
980	KCDA Purchasing Cooperative	PO 1207 Maintenance Supplies - Towels, Tissue, Liners - FAC	1,122.67
981	Langan Adrienne	Travel - Business - Mileage Reimbursement - NOLS	80.22
982	Lumen	Communications - VOIP - NOLS	498.66
983	McNish Family II LLC	SQ Temp Bldg Lease - October 2025 - SQ CPA	6,977.89
984	Midwest Tape	Collection Materials	1,100.63
985	Midwest Tape	Collection Materials	809.82
986	Midwest Tape	Collection Materials	432.69
987	Midwest Tape	Collection Materials	1,583.88
988	Midwest Tape	Collection Materials	981.64
989	North Olympic Library System	August Revolving Fund Reimbursement	9.99
990	Olympic Laundry & Dry Cleaners Inc.	PO 1162 Professional Services - Laundry - FAC	194.13
991	Olympic Springs Inc	PO 1165 Operating Rentals - SQ Temp Water Service - SQ	84.50
992	OverDrive Inc	Collection Materials	169.98
993	OverDrive Inc	Collection Materials	1,523.59
994	OverDrive Inc	Collection Materials	67.99

No.	Claimant	Purpose	Amount
995	OverDrive Inc	Collection Materials	179.99
996	Pacific Office Equipment Inc.	Copier & Paper Use Charges August 25 - NOLS	1,353.67
997	Peterson Alex	Travel - Training - Tech Services Training Mileage - NOLS	53.90
998	Peterson Alex	Travel - Business - Mileage Reimbursement - NOLS	53.90
999	Phillips Brian	PO 1253 Vehicle Maintenance - Prius Windshield Replacement	555.39
1000	Playaway Products LLC	Collection Materials	161.68
1001	Quarto Monica	C-45 Programming - Bilingual Poetry Workshop - FO	100.00
1002	Rainbow Sweepers Inc.	PO 1181 Groundskeeping - PA Parking Lot Sweeping 8-10-25	245.03
1003	Renell Melissa	Travel - Business - Mileage Reimbursement - NOLS	19.60
1004	Scholastic Inc	PO 891 Program Supplies - SRP Book Prizes (PAFOL)	166.16
1005	Scholastic Inc	PO 1142 Program Supplies - Kids Book Club (PAFOL)	46.39
1006	Scholastic Inc	Collection Materials	216.05
1007	Schvets Ellen	Travel - Business - Mileage Reimbursement - NOLS	19.25
1008	Sullivan Meghan	Travel - Business - Mileage Reimbursement - NOLS	172.90
1009	Summit Law Group	PO 1263 Professional Fees - Legal Services - ADM	467.50
1010	Swains General Store Inc.	PO 1147, 1148 Maintenance Supplies - Cleaners, Hardware - FAC	111.55
1011	Swains General Store Inc.	PO 1209, 1244 Maintenance Supplies - Paint, Glazing Points - FAC	19.53
1012	Swains General Store Inc.	PO 1245 Maintenance Supplies - Insect Traps, Hardware - FAC	22.19
1013	Swank Movie Licensing USA	PO 1188 Professional Services - Copyright Compliance Licenses	1,320.00
1014	Unique Management Services Inc.	Professional Services - Debt Collection	187.15
1015	United Way of Clallam County	United Way Contributions (PPE 08-31-2025)	50.00
1016	US Bank	Credit Card Services - September 2025	18,019.47
1017	Verizon Wireless - HotSpot - 942071551	Verizon Wireless - HotSpot - 942071551 - NOLS	120.03
1018	Verizon Wireless - Hotspot - 942339722	Verizon Wireless - Hotspot - 942339722 - NOLS	593.18
1019	Video Project Inc	PO 1214 Programming - NIH Program Exhibit - FO	147.94
1020	WCIF	Vi/Li/EAP (PPE 08-31-2025)	1,300.18
1021	West Waste & Recycling	Public Utilities - FO & CB	56.43
1022	WSCCCE - WPAS, Inc	Dental Premiums (PPE 08-31-2025) - OCT Coverage	7,774.48
1023	WSCCCE-Council 2, AFSCME AFL-CIO	Union Dues (PPE 08-31-2025)	2,230.52
			1,171,296.24

*** Detail - NOLS Revolving Fund Account -- Voucher #989**

2481	NOLS Patron	Patron Refund	9.99
			9.99

*** Detail - NOLS US Bank Credit Card Purchases -- Voucher #1016**

1	IPassword	PO 1226 Technology Services - 14 Annual Subscriptions - IT	1,978.39
2	76 Gas Station	PO 1103 Business Fuel - Transit Van - NOLS	47.48
3	Acco Brands Direct	PO 1224 Machinery & Equipment - 2 Whiteboards - SQ CPA	868.83
4	Adobe	PO 1198 Technology Services - 6 Creative Cloud Licenses - IT	209.94
5	Amazon	PO 1061 Program Supplies - Storytime Studio (PAFOL)	25.35
6	Amazon	PO 1061 Program Supplies - Storytime Studio, Teen Lit Bags	45.39
7	Amazon	PO 1061 Program Supplies - YS Storage (PAFOL)	69.70
8	Amazon	PO 1076 Program Supplies - Storywalk 2025 (PAFOL)	54.02
9	Amazon	PO 1076 Program Supplies - Storywalk 2025 (PAFOL)	32.65

No.	Claimant	Purpose	Amount
10	Amazon	PO 1076 Program Supplies - Storywalk 2025 (PAFOL)	60.18
11	Amazon	PO 1108 Program Supplies - Art in the Library (PAFOL)	39.94
12	Amazon	PO 1119 Office Supplies - 2026 Calendar - TS	14.17
13	Amazon	PO 1119 Toner & Ink - TS	39.19
14	Amazon	PO 1121 Office Supplies - Erasers, Acrylic Sign Holders - SQ	32.91
15	Amazon	PO 1121 Office Supplies - Magnets - SQ	7.25
16	Amazon	PO 1121 Small Tools & Equipment - Kneepads - SQ	54.44
17	Amazon	PO 1126 Program Supplies - TTRPG Innovation Grant G-8188	23.87
18	Amazon	PO 1128 Machinery & Equipment - Cables, Mesh Sleeving, USB Optical Drives - IT	368.00
19	Amazon	PO 1133 Office Supplies - Labels, Tape, Note Pads, Compressed Air	228.19
20	Amazon	PO 1141 Machinery & Equipment - USB Hubs, DisplayPort - IT	370.26
21	Amazon	PO 1145 Office Supplies - Graph Paper, Notebook - IT	10.88
22	Amazon	PO 1145 Program Supplies - Bad Art Night (PAFOL)	192.83
23	Amazon	PO 1151 Collection Materials - TTRPG Innovation Grant G-8188	85.12
24	Amazon	PO 1151 Program Supplies - TTRPG Innovation Grant G-8188	14.00
25	Amazon	PO 1152 Office Supplies - Mouse Pad, Desk Organizer - ADM	31.62
26	Amazon	PO 1152 Small Tools & Equipment - Video Equipment - ADM	240.28
27	Amazon	PO 1167 Program Supplies - Cozy Comforts (CBFOL)	80.64
28	Amazon	PO 1169 Program Supplies - Bad Art Night (FOFOL)	28.90
29	Amazon	PO 1171 Small Tools & Equipment - Video Equipment - ADM	185.06
30	Amazon	PO 1182 Program Supplies - SRP Prize Legos (NDF)	99.06
31	Amazon	PO 1184 Program Supplies - SRP Prize Legos (NDF)	108.87
32	Amazon	PO 1190 Program Supplies - Kid's Book Club (PAFOL)	329.40
33	Amazon	PO 1197 Program Supplies - Back to School Family Night	27.68
34	Amazon	PO 1197 Program Supplies - Back to School Family Night	27.68
35	Amazon	PO 1215 Program Supplies - Dia de Culturas (FODF)	234.71
36	Amazon	PO 1217 Office Supplies - Desktop Timer - FO	20.62
37	Amazon	PO 1222 Small Tools & Equipment - Mailbox - ADM	29.39
38	Amazon	PO 1223 Small Tools & Equipment - Surge Protector, Ethernet Cable	104.50
39	Amazon	PO 1232 Maintenance Supplies - Card Reader Fobs - FAC	61.23
40	Amazon	PO 1233 Maintenance Supplies - Batteries for Security Alarm Sensors	30.66
41	Amazon	PO 1239 Small Tools & Equipment - Video Equipment - ADM	(82.37)
42	Anime Kat	PO 1177 Program Supplies - SRP Gift Card (NDF)	100.00
43	Cable Ties and More	PO 1242 Maintenance Supplies - Metal Straps for Picnic Table Legs	31.87
44	Chevron	PO 1094 Courier Fuel - Pacifica - OR	34.72
45	Compulocks	PO 1120 Capital Construction - Three Tablet Mounts - SQ CPA	651.00
46	Costco	PO 1079 Business Fuel - Red Subaru - NOLS	51.48
47	Costco	PO 1125 Program Supplies - Friday Night Movie, Youth Programs	132.69
48	Demco Inc.	PO 1116 Office Supplies - Paper Spine Labels - TS	138.67
49	Don Brown Bus Parts	PO 1235 Vehicle Maintenance - Chair Lift Lubricant for Bookmobile	155.47
50	Downrigger's	PO 1175 Program Supplies - SRP Gift Card (NDF)	100.00
51	E-Fax	PO 1174 Technology Services - Confidential HR Fax - ADM	36.84
52	Elm USA	PO 1118 Office Supplies - Disc Machine Supplies - TS	409.95
53	Empty Bowl	PO 1081 Collection Materials - NOLS	47.93
54	Exxon Mobil	PO 1180 Courier Fuel - Pacifica - OR	26.81

No.	Claimant	Purpose	Amount
55	Forks Outfitters	PO 1194 Office Supplies - Bleach - FO	6.72
56	Forks Outfitters	PO 1195 Program Supplies - Hula Hoop Event (FOFOL)	12.99
57	Forks Outfitters	PO 1196 Program Supplies - Ice Cream Party (CBFOL)	22.07
58	GoHunt.com	PO 1240 Maintenance Supplies - Containers for Emergency Supplies	91.44
59	Hess Market	PO 1199 Business Fuel - Prius - NOLS	40.59
60	Hess Market	PO 1202 Business Fuel - Prius - NOLS	29.37
61	Hess Market	PO 1206 Business Fuel - Chevy Van - NOLS	113.18
62	Home Depot	PO 1228 Maintenance Supplies - Plastic Shims - FAC	2.48
63	HumanSpine	PO 1122 Machinery & Equipment - Chair - NOLS	299.99
64	Jiffy Lube	PO 1138 Vehicle Maintenance - Oil Change Pacifica - FAC	121.95
65	Joshua's Restaurant	PO 1090 Travel - Training - 03A Providers Breakfast - NOLS	6.49
66	KCDA Purchasing Cooperative	PO 1115 Office Supplies - Tape, Labels, Rubber Bands - TS	70.50
67	Koto Teriyaki	PO 1183 Program Supplies - SRP Gift Card (NDF)	100.00
68	Labels Direct, Inc.	PO 1113 Office Supplies - Spine Labels - TS	163.35
69	Lower Elwha Food & Fuel	PO 1044 Business Fuel - Bookmobile - OR	33.05
70	Lower Elwha Food & Fuel	PO 1045 Business Fuel - Bookmobile - OR	50.00
71	Lower Elwha Food & Fuel	PO 1096 Business Fuel - White Subaru - NOLS	50.00
72	Lower Elwha Food & Fuel	PO 1109 Business Fuel - Bookmobile - OR	50.00
73	Lower Elwha Food & Fuel	PO 1110 Business Fuel - Bookmobile - OR	50.00
74	Lower Elwha Food & Fuel	PO 1136 Business Fuel - White Subaru - NOLS	50.00
75	Lower Elwha Food & Fuel	PO 1166 Business Fuel - Bookmobile - OR	50.00
76	Lower Elwha Food & Fuel	PO 1192 Business Fuel - Bookmobile - OR	50.00
77	Magpie Games	PO 1097 Program Supplies - TTRPG Innovation Grant G-8188	73.08
78	Matboard and More	PO 1243 Professional Services - Library Card Signup Framing	220.50
79	Meta (Facebook)	PO 1238 Professional Services - Recruitment Ads - NOLS	38.87
80	Meta (Facebook)	PO 1238 Professional Services - Sponsored Posts - Program Ad	53.92
81	Microsoft	PO 1064 Technology Services - Recurring A3 Licenses - IT	397.71
82	Microsoft	PO 1065 Technology Services - Recurring A3 Licenses - IT	525.20
83	Model Railroader Magazine	PO 1071 Collection Materials - NOLS	48.95
84	NAPA Auto Parts	PO 1146 Vehicle Maintenance - AntiFreeze for White Forester	19.04
85	Ninja Forms	PO 1227 Technology Services - Save Progress Single Site - IT	29.00
86	Ninja Forms	PO 901 Technology - Subscription for WordPress - IT	99.00
87	Odyssey Book Shop	PO 1176 Program Supplies - SRP Gift Cards (NDF)	400.00
88	OneBookShelf	PO 1149 Program Supplies - TTRPG Innovation Grant G-8188	17.96
89	OneBookShelf	PO 1150 Collection Materials - TTRPG Innovation Grant G-8188	31.01
90	Port Book and News	PO 1178 Program Supplies - SRP Gift Card (NDF)	100.00
91	POS Supply Solutions	PO 1172 Office Supplies - Receipt Paper - NOLS	211.15
92	Premio	PO 1186 Technology Services - License for Wordpress Folders	18.75
93	Price Ford	PO 1083 Vehicle Maintenance - Transit Van Oil Change - FAC	256.59
94	Price Ford	PO 1234 Vehicle Maintenance - Transit Van Brake Repair - FAC	1,816.26
95	Printful Inc.	PO 1101 Program Supplies - Garments (BMOR)	193.58
96	Roll & Play Press	PO 1173 Program Supplies - TTRPG Innovation Grant G-8188	63.98
97	Safeway	PO 1080 Program Supplies - SRP Hula Hoops & Teen Volunteers	16.28
98	Safeway	PO 1213 Program Supplies - SRP Celebration (FOSL)	11.97
99	Safeway Fuel	PO 1063 Business Fuel - Chevy Van - NOLS	106.00

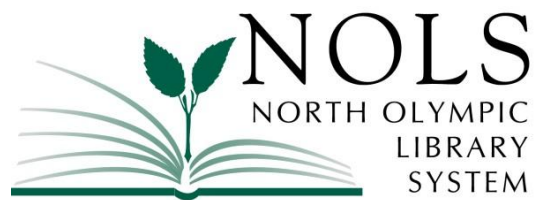
No.	Claimant	Purpose	Amount
I00	Sherwin-Williams	PO I230 Maintenance Supplies - Paint for Tiny Libraries - FAC	47.81
I01	Stamps.com	PO I043 Postage - TS	250.00
I02	Stamps.com	PO I082 Postage - TS	250.00
I03	Stamps.com	PO I123 Postage - TS	250.00
I04	Stamps.com	PO I132 Postage - TS	250.00
I05	Stamps.com	PO I139 Technology Services - Monthly Service Charge - TS	22.86
I06	Stamps.com	PO I159 Postage - TS	250.00
I07	Stamps.com	PO I160 Postage - TS	250.00
I08	Tap Plastics	PO I229 Maintenance Supplies - Acrylic Windows for Tiny Library	251.82
I09	Target	PO I098 Program Supplies - Uno Tournament (FOFOL)	53.21
I10	The Sweet Spot	PO I124 Program Supplies - Teen Volunteers (FOSL)	21.85
I11	Thrift Books	PO I089 Program Supplies - Steven's Middle School Book Club	27.02
I12	Tracfone	PO I104 Communications - Tracfone Annual Service - NOLS	138.51
I13	Tracfone	PO I104 Communications - Tracfone Annual Service - NOLS	138.51
I14	Tracfone	PO I104 Communications - Tracfone Annual Service - NOLS	138.51
I15	Tracfone	PO I104 Communications - Tracfone Annual Service - NOLS	138.51
I16	Uprinting	PO I077 Program Supplies - Storywalk 2025 (PAFOL)	44.17
I17	Uprinting	PO I093 Professional Services - Library Card Signup Posters	80.44
I18	Uprinting	PO I241 Machinery & Equipment - Tiny Olympic Library Signs	140.10
I19	Walmart	PO I099 Program Supplies - Uno Tournament (FOFOL)	20.91
I20	Walmart	PO I117 Office Supplies - Notebooks, Sticky Notes - SQ	18.87
I21	Walmart	PO I179 Program Supplies - Yarn Circle (FOSL)	74.26
I22	Walmart	PO I189 Program Supplies - SRP Party (PAFOL)	17.88
I23	Walmart	PO I200 Miscellaneous Services - Accidental Personal Charge	105.28
I24	Walmart	PO I201 Miscellaneous Services - Accidental Personal Charge Refunded	(105.28)
I25	Walmart	PO I218 Program Supplies - Raffle Tickets (FOFOL)	12.42
I26	Wizards of the Coast	PO I163 Program Supplies - TTRPG Innovation Grant G-8188	32.64
I27	Wizards of the Coast	PO I163 Program Supplies - TTRPG Innovation Grant G-8188	489.96
I28	Zoom	PO I225 Technology Services - Zoom Workplace Business	47.90
			18,019.47

*** Detail - NOLS Electronic Fund Transfer (EFT) Payments for Payroll Services**

I171 ADP Tax/Financial Services	Payroll and Payroll Tax (PPE 08-31-2025)	261,314.48
I172 Dept. of Retirement Systems	PERS and DCP (PPE 08-31-2025)	40,633.92
		301,948.40

2026
Proposed Operating Budget
(October Draft)

First Board Review and Public Hearing
October 23, 2025





Staff Report

Meeting Date: October 23, 2025
To: Library Board of Trustees
From: Noah Glaude, Executive Director
Subject: Review of Draft Operating Budget for Fiscal Year 2026
Public Hearing on the Draft Proposed Budget

Attachments: 2026 Summary Operating Budget Draft
2026 Budget Guidelines

Topic/Issue: The Library Board of Trustees will review a draft of the Library's operating budget for 2026, and conduct the first public hearing on the budget. The Board is not required to adopt the budget at this time.

Background: The public hearing is an opportunity for members of the public to review the draft budget and provide feedback to the Board. It is also an opportunity for the Board to provide guidance and direction to staff, who will be finalizing the budget between now and mid-November. The Board may direct staff to make revisions up until the second public hearing and adoption of the budget at the Board's November meeting.

Background information on NOLS' levy, budget, and fiscal outlook is detailed in the Library's [Fiscal Factors Overview document](#). A copy of this document was provided to the Board at the September meeting, and is always available to the public on the [NOLS website](#).

Policy Considerations: [NOLS Policy 5.15, Fiscal Management Policy](#) states the North Olympic Library System Board of Trustees establishes Fiscal Management Policy in order ensure that the Library's fiscal, financial, and budget practices are conducted according to sound and accepted financial procedures and policies, and to support responsible and sustainable stewardship of public resources.

Discussion: The Management Team played a key role in the development of this draft budget. The Management Team sets system-wide priorities which reflect NOLS' Strategic Roadmap and Initiatives and branch and department work plans for the coming year. Managers developed their respective branch/department budgets, and then worked together to jointly review and finalize this draft. Finance Manager Amy Hough built the 2026 personnel detail spreadsheet. The personnel detail calculates salary and benefit costs for all NOLS positions for the coming year. Personnel costs

represent approximately 72% of the total 2026 budget, so having accurate salary and benefits projections is crucial to having an accurate budget. The Board's Finance Committee has reviewed this draft of the proposed budget.

The October draft of the Library budget generally reflects a conservative estimate of the expected tax revenues. These are calculated based on the preliminary estimates of the Assessed Valuation for the County as provided by the Assessor, and applying the limiting factors imposed by Washington State tax laws. This October draft of the 2026 Operating Budget projects about a 1% tax revenue growth over the 2025 certified levy. NOLS' 2025 levy rate stands at 29¢ per thousand of the county's taxable assessed value (AV). Based on currently projected taxable AV increases and factors limiting NOLS' levy rate, the 2026 levy rate will likely shrink to 28¢/\$1000 AV.

Total Operating Expenditures budgeted for in the current draft of the 2026 Operating Budget stand at \$7,325,178, a decrease of \$1,847 from the 2025 approved Operating Budget of \$7,327,025.

Tax Revenue Estimates

Approximately 66% of funding for the draft 2026 Operating Budget derive from 2026 property taxes. Another \$1,179,285 is budgeted to be transferred in from reserves, accounts which were funded by property tax revenue in prior years. When considering the reserves being utilized in addition to new property tax revenue, the total amount of the 2026 Operating Budget revenues derived from property taxes is 88.5%.

Property tax revenues are levied and collected on the Library's behalf by Clallam County. Official estimates of the County's Assessed Valuation (AV) and new construction values are generally not available during the September/October period during which the first draft of the Library budget is prepared. The current draft budget relies on the Assessor's early estimates: with county-wide taxable AV estimates at \$17,251,794,175, and county-wide new construction value estimates at \$135,275,387. Tax revenues in this draft budget have been conservatively projected based on the 1% growth limitation allowed by law (above the 2025 certified levy rate), with allowance for estimated new construction add-ons. These calculations will be updated as the Assessor's figures continue to firm up, and staff may need to make an upward or downward adjustment of this revenue figure.

Library Fees

Revenues for 2026 from lost and damaged materials fees have been estimated at \$15,000. In 2019, the Library stopped charging fines for overdue material.

Miscellaneous Revenues

The sum of \$300,000 has been budgeted for investment interest income. The bulk of NOLS operating funds are invested via the State Pool. The interest rate on State Pool funds is expected to decrease from a high of about 5% in 2024. For 2026, interest was estimated at 3.75% on about \$8,000,000.

A total of \$76,000, representing donations from the four Friends of the Library groups, has been included as estimated revenue. For the most part, Friends' donations are directed toward support for library programming and events. NOLS' exceptional array of public programming is almost entirely dependent on the generous support of the Friends groups.

The North Olympic Library Foundation is expected to donate \$10,000 to assist with system-wide programs such as the Clallam County Poet Laureate and Clallam County Reads.

E-rate revenues are received as part of the federal reimbursement program related to telecommunications. E-rate reimbursements have been estimated at \$122,234 for 2026. This reimbursement is tied to network upgrades and internet service provided throughout the system.

Transfers-in / Transfers-out

The draft 2026 Operating Budget, as it currently stands, requires a transfer-in from the Operating Reserve in the amount of \$677,199 (9% of total revenues). As of September 30, 2025, NOLS had \$677,199 in the Operating Reserve account.

Due to all of the Operating Reserves being utilized, the budget requires another \$834,285 (11% of total revenues) to be transferred from the Fiscal Emergency Reserve to balance the proposed budget in 2026. As of September 30, 2025, the Fiscal Emergency Reserve balance is \$1,307,019.

The NOLS Fiscal Management Policy states that the Fiscal Emergency Reserve is “designated as a reserve resource to be used in the event of a significant fiscal emergency as declared by the Board, including events such as the need to fund the Undesignated Cash Operating account, payout a substantial portion of the workforce, weather widespread tax default, or respond to significant natural catastrophe or civil disruption.” The policy further states that, “Upon declaring a need for fiscal resources to address a significant emergency having effects that cannot be addressed through the existing budget, the Board may take action to release cash reserves for purposes of meeting fiscal obligations and/or ensuring continuity of operations and services.”

The Board of Trustees signaled their support for utilizing the Fiscal Emergency Reserve when they approved the 2026 Budget Guidelines at their September 2025 regular meeting. Point four of the guideline states: “Knowing that if the Library seeks a levy lid lift and it is approved in 2026, the soonest the Library would receive an increase in property tax revenue is in the second quarter of 2027, the NOLS Fiscal Emergency Reserve may be utilized to balance the 2026 budget to maintain current service levels through 2026.” If the Board of Trustees intends to approve a 2026 Operating Budget that utilizes the Fiscal Emergency Reserve at their November regular meeting, NOLS staff recommend that the Board also passes a resolution approving use of the Fiscal Emergency Reserve, at the November meeting.

The amount needed from reserves to balance the budget is significant, but it is important to consider the amount in context of how much NOLS underspends each year. For example, in January 2024, \$996,793 was transferred from the Operating Reserve account to balance the Operating Budget. At the end of 2024, NOLS expenditures came in under budget by \$459,648 and that amount was able to be transferred back into the Operating Reserve Account. During the past five years, NOLS expenses have been about a half million under budget each year on average.

The budgeting of a transfer from reserves to balance the budget and then transferring about half of that amount back into reserves at the end of the year has been a pattern in recent years. In 2020-2022, even larger savings, especially in the personnel budget, can be attributed to the impacts of the pandemic, including several positions remaining vacant for longer periods of time and projects being

delayed. The trend to not need to utilize reserves as much as budgeted is also a result of the Library's practice to budget and spend conservatively.

Going into 2026 with the Library nearly fully staffed, inflation continuing to be a concern, and the potential for the personnel budget to grow with contracted cost of living and step increases, it was anticipated that the trend of not needing to utilize the full transfer from reserves would come to an end. In adopting the Budget Guidelines for 2026, the Board of Trustees recognized that reserves, which have been carefully nurtured as a buffer against the shrinking levy rate, will play a critical role in balancing next year's budget.

The budget also includes transfers in from the NOLS Donation Fund and several Branch Donation Funds. The transfers include \$8,500 from the NOLS General Donation Fund to cover the cost of Summer Reading Program book and prize giveaways. There will be \$2,000 transferred from the Clallam Bay Donations Fund and \$10,000 from the Forks Donation Fund to help cover programming costs at those branches. Purchasing program prizes and giveaways with donations helps avoid any possible concerns about gifts of public funds that can arise when utilizing property tax revenue to purchase program prizes. An additional \$15,000 will be transferred from the Sequim Library Donation Fund to help inform the public about the Sequim Library move and new library opening events.

The draft 2026 Operating Budget also includes a \$345,000 transfer from the Sequim Capital Project Account to cover the rental costs of the temporary Sequim Library space for the first quarter of 2026 and pay the LOCAL Program financing costs associated with Sequim Library Expansion and Renovation Project. The Sequim Capital Project Account was funded by a mix of timber revenue, grants and donations in past years.

Timber Revenue

In accordance with the Fiscal Management Policy, and established Board practice, projected revenues from timber and forest products are not included in the operating budget for 2026. The Board will be presented with a draft of the Capital Budget for 2026 at the January meeting. Revenue for the Capital Budget is drawn from the Capital Budget Account. The Finance Committee will have opportunities to review drafts of the 2026 Capital Budget prior to its presentation to the Board in January 2026.

Personnel Expenditures

Personnel costs (salaries and benefits) represent 72% of the total 2026 draft budget. Personnel costs stand at \$5,293,204 in this draft of the Operating Budget, up from the \$5,132,032 budgeted in 2025, an increase of 3.1%. The personnel array for 2026, on which the personnel budget is based, is 61 FTE, the current number of NOLS employees.

Personnel expense calculations reflect salaries, a previously negotiated 2.25% cost of living adjustment (COLA), anticipated individual step (proficiency) increases, longevity benefits (CSBs), and other established cost increases and decreases, for all current positions. In 2026, the Washington state minimum wage will increase by \$0.37, 2.8%, to \$17.13/hour. Personnel costs have been adjusted to reflect this increase for positions that earn minimum wage.

There will be a nearly 10% increase to medical premiums for 2026 (\$60,229). L&I rates are estimated to increase 4.9% from 2025 to 2026. The Public Employees' Retirement System (PERS) has

unexpectedly announced significantly lower rates for employers. As a result, NOLS is budgeting 38% less (\$124,144) in 2026 compared to 2025.

As recommended by the State Auditor, provision is also made for “pay out” of compensated leave balances to support anticipated or possible retirements/separations. Instead of paying a flat tax for unemployment costs, NOLS is self-insured, reimbursing the state directly. Based on anticipated claims in 2026, the amount budgeted for unemployment claims has increased from \$20,000 to \$30,000.

Supplies Expenditures

Friends of the Library contributions are essential to NOLS’ ability to provide library programming. For budgeting purposes, Friends’ support for programming is split between *Supplies* and *Services*; in the 2026 Operating Budget, Friends’ funding for program supplies stands at an estimated total of \$38,000. Programming supplies include expenditures for a wide array of items, ranging from craft materials to prizes. Friends’ donations provide a majority of the funding necessary for programming supplies and presenters/services. NOLS truly could not provide this core service without support from the Library’s wonderful and generous Friends of the Library groups.

Collection materials (books, DVDs, downloadable audio books, e-books, online databases and other library materials) are included in the Supplies category. The proposed 2026 Operating Budget keeps the amount budgeted for collection materials the same as 2025 at \$504,000, or approximately 7% of the total budget. The collection materials budget was at \$480,000 from 2020 through 2024.

In 2011 (following the 2010 Levy Lid Lift) NOLS initiated a plan to address longstanding inadequacies in the collection. The proposed 2026 materials budget represents a 59% increase over the pre-levy 2010 materials budget of \$317,754. As a result of this increased funding during the past decade, the NOLS collection has fully recovered from earlier years of tight budgets. The 5% collection spending increase in 2025, the first in five years, was primarily to address inflation, rather than growth.

The fuel budget has been decreased from \$19,300 in 2025 to \$8,900 in 2026, a 54% decrease. A large portion of this is due to NOLS’ reliance on the electric vehicle purchased in 2023 to complete daily courier routes across the county, in addition to a hybrid van purchased in 2020. Additionally, fuel had been budgeted conservatively for the Bookmobile the past couple years as routes and use were getting developed. We now have a much better estimate of how much fuel the Bookmobile uses based on the service NOLS is able to offer.

The Small Tools & Minor Equipment budget line has increased from \$4,000 in 2025 to a proposed \$16,750 in 2026 due to a decision by NOLS finance staff to shift items that cost less than \$2,000, such as IT peripherals, from the Capital Budget to the Operating Budget. The change aligns with best financial practices recommended by the state.

Most of the other proposed costs for general operating supplies have remained relatively stable, with the usual year-to-year small increases and a few minor decreases.

Professional Services

Consultants that assisted NOLS’ with previous strategic initiatives are no longer needed now that their work is complete, so the amount budgeted for professional services has been reduced by 24%. NOLS will continue to budget for an E-rate consultant to ensure the Library is fully and efficiently

utilizing the Federal E-rate program. In 2026, \$12,000 is budgeted for the E-rate consultant, but the Library plans to receive approximately \$122,000 in revenue back from the program.

Communications

After going most of 2024 without an IT Manager, communications were budgeted for conservatively in 2025. All internet, phone and data contracts have been reviewed carefully, allowing for better projections of needs in 2026 to be made and a few unnecessary services to be eliminated. This has allowed the communications budget line to be reduced by \$25,287 (11%) from 2025 to 2026.

Travel

To reduce the amount NOLS need to pull from reserves in 2026, conference travel has been cut, decreasing the travel budget by 35%. Staff training and professional development will still continue to be a priority for NOLS, so conferences identified strategically, ongoing virtual training, and bringing trainers on site for all staff, will continue to receive funding. As NOLS' ongoing investment in this area continues to expand skill sets and staff abilities, the Library will continue to refine this budget line to best address staff professional development needs.

Operating Rentals and Leases

Due to delays with the Sequim Library Expansion and Renovation Project, NOLS is budgeting to pay for the temporary Sequim Library space and a storage unit in Sequim for the first three months of 2026. The two-year lease for the Sequim Library temporary space expired in July 2025, so NOLS is now leasing the space month-to-month. Because NOLS is no longer under the lease, the rent is not considered a long-term liability, and it is now budgeted under the Operating Rentals budget line in 2026, which is why that budget line has a nearly 500% increase compared to 2025.

Insurance

The 2026 insurance premiums are still being determined, so the amount budgeted has remained the same as 2025. NOLS has not had to pay insurance for the Sequim Library during the ongoing construction project, but it is expected that the cost to cover the new facility will significantly increase insurance costs in 2026. Updated insurance information and expected costs will be provided at the November 2025 Board meeting.

Utilities

Utility costs at each facility have been projected based on current use trends and all other data available. In the current draft of the 2026 Operating Budget, utility costs remain stable compared to 2025, but it should be noted that actual costs of operating the new Sequim Library will remain unknown until it is open through several seasons. It is also unknown exactly how new electrical vehicle charging stations, which users will need to pay for to cover costs, will impact utility expenses in future years,

Intergovernmental Services

The Office of the Washington State Auditor completed its three year audit in 2024, but some of the expense was not billed until early 2025. NOLS is audited every three years, so no additional expenses should occur until 2027.

Capital Outlays

As noted elsewhere in this report, all capital outlay expenditures are reflected in the 2026 Capital Budget, which will be presented to the Library Board of Trustees in January 2026. The Capital budget is funded through the Capital Budget account and expenditures are generally scaled to align with timber/forest product revenues received during the previous fiscal year. Timber revenues of \$331,647 have been received through September 30, 2025. The 2026 Capital Budget is still in a very early stage of development. Both Capital Budget revenue and expenditure projections will change between now and adoption of the Capital Budget.

Alternatives for Consideration:

There are several budget elements that are subject to revision between now and the Board's November meeting, when the District's budget will be adopted. One or more of the following may happen:

Expenditure estimates may change as a result of:

- Changes to NOLS personnel array;
- Board direction to staff to make revisions to the proposed budget;

Revenue estimates may change as a result of:

- Ongoing adjustments to the Assessor's AV and new construction estimates;
- Board input regarding transfers from reserves and/or use of gift funds.

A number of factors may affect the bottom line between this review and finalization of the budget at the November 17, 2025 meeting. Staff will continue to explore strategic revenue and expenditure adjustments as the final draft of the Operating Budget is prepared.

Action/Motion:

- No motion is required at this time.
- The Board must conduct the first Public Hearing on the proposed 2026 Operating Budget at the October 23, 2025 meeting.
- The Board may call for additional information, or make recommendations.

North Olympic Library System
2026 Summary Operating Budget
October 2025 DRAFT

	2025 Approved Budget	2026 Proposed Budget	Change from 2025 Approved Budget to 2026 Proposed Budget
Operating Revenue			
Property Taxes	4,799,650	4,859,434	1.25%
Intergovernmental Revenues	-	-	
Grants, Entitlements, Other Payments	33,000	27,000	-18.18%
Goods and Services	18,010	16,325	-9.36%
Library Fees	15,000	15,000	0.00%
Miscellaneous revenues			
Pool Fund and Investment interest	180,000	300,000	66.67%
Facilities rentals (short term)	1,200	1,600	33.33%
Contributions and donations ⁽¹⁾	128,862	86,000	-33.26%
E-Rate reimbursements	124,593	122,234	-1.89%
Other miscellaneous revenues	2,800	4,000	42.86%
Total Miscellaneous Revenues	437,455	513,834	17.46%
Nonrevenues (excises taxes) ⁽²⁾	1,100	1,100	0.00%
Transfers In			
From NOLS Materials Gift Fund	504,000	-	
From Branch Donations Funds	-	27,000	
From NOLS Donations Fund	-	9,000	
From Sequim Capital Project Reserve	365,750	345,000	-5.67%
From Operating Reserve	1,153,060	677,199	-41.27%
From Fiscal Emergency Reserve	-	834,285	
Total Transfers In	2,022,810	1,892,485	-6.44%
Grand Total Operating Revenue	7,327,025	7,325,178	-0.03%

(1) Includes anticipated grants from Friends of the Library groups, the North Olympic Library Foundation, and other donors.

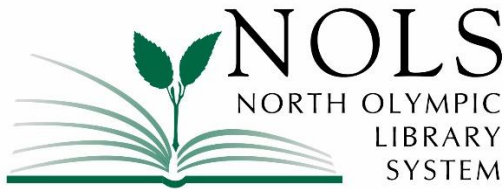
(2) Taxes paid for purchases which did not include tax when tax was due. For example, online purchases made by credit card.

North Olympic Library System
2026 Summary Operating Budget
October 2025 DRAFT

	2025 Approved Budget	2026 Proposed Budget	Change from 2025 Approved Budget to 2026 Proposed Budget
Expenditures			
Personnel			
Salaries and wages	3,604,798	3,792,101	5.20%
Benefits	1,527,234	1,501,103	-1.71%
Total Personnel	5,132,032	5,293,204	3.14%
Supplies			
Collection Materials	504,000	504,000	0.00%
Supplies, office and operating ⁽¹⁾	106,231	102,900	-3.14%
Fuel	19,300	8,900	-53.89%
Merchandise purchased for resale	2,625	1,230	-53.14%
Small Tools/Equipment (<\$200)	4,000	16,750	318.75%
Total Supplies	636,156	633,780	-0.37%
Services			
Professional services ⁽¹⁾	469,331	356,735	-23.99%
Communication	220,214	194,927	-11.48%
Travel	33,760	22,150	-34.39%
Taxes and operating assessments	6,000	6,780	13.00%
Operating rentals and leases	3,740	22,055	489.71%
Insurance	133,000	133,000	0.00%
Utilities	113,247	112,427	-0.72%
Repair and maintenance	117,589	190,105	61.67%
Miscellaneous services	16,730	12,810	-23.43%
Total Services	1,113,611	1,050,989	-5.62%
Intergovernmental services	12,700	700	-94.49%
Nonexpenditures (excise taxes) ⁽²⁾	1,100	1,100	0.00%
Long-term Liabilities	231,176	151,405	-34.51%
Debt Service (Sequim Library)	200,250	194,000	-3.12%
Total Operating Expenses	7,327,025	7,325,178	-0.03%
Transfers out			
To Budget reserve fund			
Total Transfers Out	-	-	
Total Expenditures	7,327,025	7,325,178	-0.03%

(1) Includes anticipated grants from Friends of the Library groups, the North Olympic Library Foundation, and other donors.

(2) Taxes paid for purchases which did not include tax when tax was due. For example, online purchases made by credit card.



2026 BUDGET GUIDELINES

With the 2026 Operating and Capital Budget, the Library Board of Trustees will be a responsible steward of the Library's public and private funds, and manage NOLS resources prudently.

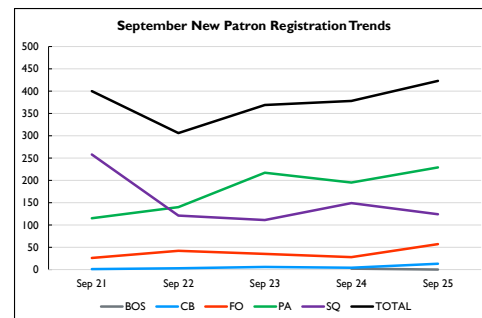
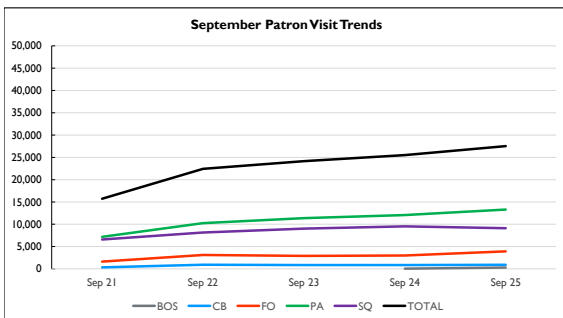
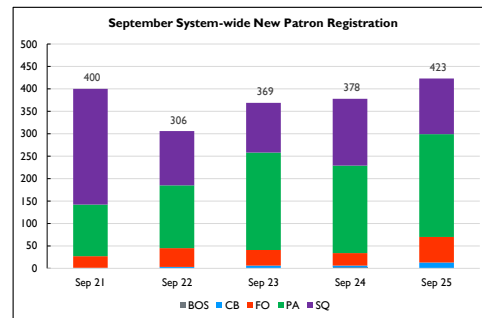
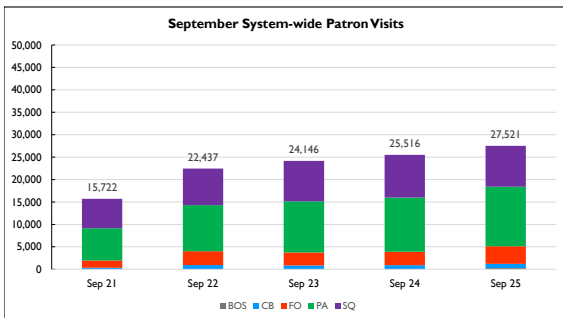
1. Working within available resources, the budget will emphasize services, programs and projects that respond to community needs and support the Library's Strategic Roadmap.
2. Having fulfilled its pledge to the voters by completing implementation of the 2012 Plan, the Board will continue support for the key elements of the 2012 Plan, to the extent fiscally feasible in the context of shrinking levy capacity, reduced reserves, and the unknown trajectory of the economy.
3. The Library will maintain Board Designated Reserve Accounts as described in Fiscal Management Policy 5.15. The Board recognizes that Operating Reserve, which has been carefully maintained against the shrinking levy rate will play a critical role in balancing the 2026 budget.
4. Knowing that if the Library seeks a levy lid lift and it is approved in 2026, the soonest the Library would receive an increase in property tax revenue is in the second quarter of 2027, the NOLS Fiscal Emergency Reserve may be utilized to balance the 2026 budget to maintain current service levels through 2026.
5. The Board agrees that prudence and fiscal responsibility require that operational efficiencies will be continually sought, identified, and swiftly implemented wherever appropriate.

*Adopted by the NOLS Board of Trustees
Proposed for adoption on September 25, 2025*

Patron Visits		
	2025	% of System
Port Angeles	13,294	48.3%
Children	6%	
Sequim	9,103	33.1%
Children	19%	
Forks	3,921	14.2%
Children	4%	
Clallam Bay	911	3.3%
Children	16%	
Bookmobile	292	1.1%
Total	27,521	100.0%

*Door sensors count objects less than 4'7" as children.

New Patron Registration		
	2025	% of System
PA	229	54.1%
SQ	124	29.3%
FO	57	13.5%
CB	13	3.1%
BOS	0	0.0%
Total	423	100.0%



* Due to COVID-19, all NOLS locations offered limited services in 2021.

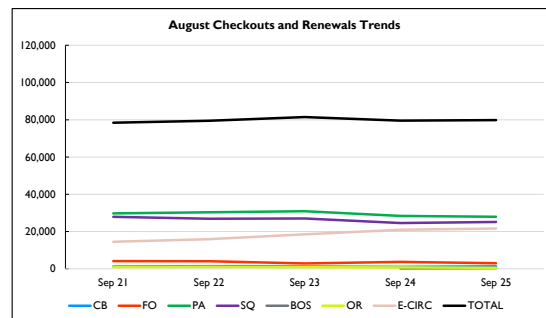
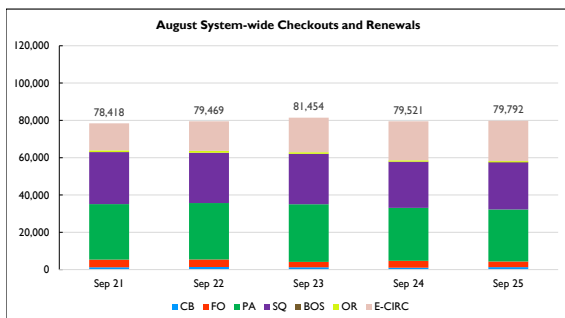
* The Sequim Branch Library started operating out of a temporary location in April 2024.

Checkouts & Renewals		
	2025	% of System
Port Angeles		
Checkouts	16,014	28.5%
% From Self-Check	79%	
% From Holds	28%	
Renewals	11,902	50.5%
Total	27,916	35.0%
Sequim		
Checkouts	14,903	26.5%
% From Self-Check	78%	
% From Holds	38%	
Renewals	10,198	43.3%
Total	25,101	31.5%
Forks		
Checkouts	2,371	4.2%
% From Self-Check	34%	
% From Holds	27%	
Renewals	623	2.6%
Total	2,994	3.8%
Clallam Bay		
Checkouts	703	1.3%
% From Self-Check	27%	
% From Holds	29%	
Renewals	623	2.6%
Total	1,326	1.7%
Outreach		
Checkouts	468	0.8%
% From Holds		
Renewals	51	0.2%
Total	519	0.7%
Bookmobile		
Checkouts	175	0.3%
% From Holds	17%	
Renewals	160	0.7%
Total	335	0.4%
Electronic Circulation <i>(OverDrive/Libby, Hoopla & Kanopy checkouts do not renew)</i>		
Checkouts	21,601	27.1%
Systemwide Totals		
Checkouts	56,235	
Renewals	23,557	
System Total	79,792	

Interlibrary Loan Services	
Items borrowed from other libraries	176
Items loaned to other libraries	137

*Interlibrary Loan items are included in Checkouts & Renewals statistics

Holds		
	Requests Fulfilled	Avg Days to Fill
PA	4,486	18.26
SQ	5,604	19.64
FO	643	18.40
CB	207	11.87
OR	535	9.46
BOS	58	14.00
Total	11,533	18.39



* Due to COVID-19, all NOLS locations offered limited services in 2021.

* The Sequim Branch Library started operating out of a temporary location in April 2024.

Library Programs		
	Programs/Attendees	% of System
Port Angeles	42/801	50%/58%
Sequim	13/199	15%/14%
Forks	14/149	17%/11%
Clallam Bay	2/9	2%/1%
NOLS	1/5	3%/0%
Virtual	12/227	14%/16%
Total	84/1390	100%/100%

Public Meetings		
	Meetings/Attendees	% of System
Port Angeles	43/417	73%/61%
Sequim	0/0	0%/0%
Forks	12/250	20%/36%
Clallam Bay	4/19	7%/3%
Total	59/686	100%/100%

Proctor Exams Administered		
Port Angeles	0	0.0%
Sequim	1	0.0%
Forks	0	0.0%
Clallam Bay	0	0.0%
Total	1	100%/100%

Volunteers		
	Volunteer Hours	# of Volunteers
Port Angeles	39	6
Sequim	0	0
Forks	0	0
Clallam Bay	0	0
Outreach	46.25	1
NOLS	0	0
Total	85	7

Community Outreach Events		
	Events/Attendees	% of System
PA	0/0	0%/0%
SQ	0/0	0%/0%
FO	1/17	33%/26%
CB	1/33	33%/50%
OR	1/16	33%/24%
NOLS	0/0	0%/0%
Total	3/66	100%/100%

Read & Return and Program/Outreach Distributions	
Tiny Olympic Libraries (CB, FO, PA, SQ)	343
Read & Ride (Clallam Transit Buses)	24
Dolly Parton Imagination Library	1,268
Library Programs & Outreach	40
Clallam County Correctional Facility	86
Total	1761

Outreach Delivery Services	
Deliveries/Pickups	81
New Patrons w/ Delivery Services	8

BookMatch Requests Fulfilled	
Number of Requests	1
Titles Suggested	5

Bookmobile	
Routine Stops	9
Special Stops	1
Library Pop-Ups (no bookmobile)	8
Appearance (e.g. parade)	-
Miles Traveled	1,069

General Public Computer Use <i>(excludes Special Computer Use)</i>				
	Number of Computers	Number of Sessions	Hours of Computers Use	Percent of Total Available Hours in Use
Port Angeles	26	2,082	1,929	34.2%
Sequim	6	958	627	48.2%
Forks	9	214	149	7.7%
Clallam Bay	6	35	17	1.7%
Total	47	3,289	2,722	27.6%

Special Computer Use <i>(ADA, Express, Microfilm, Scanner)</i>				
	Number of Computers	Number of Sessions	Hours of Computers Use	Percent of Total Available Hours in Use
Port Angeles	5	313	86	7.9%
Sequim	2	210	58	13.4%
Forks	3	99	25	3.8%
Clallam Bay	1	99	0	0.3%
Total	11	721	169	7.2%

Computer Prints Made		
	# of Prints	% of System
Port Angeles	10,038	51.9%
Sequim	7,228	37.4%
Forks	1,688	8.7%
Clallam Bay	382	2.0%
Total	19,336	100.0%

Wi-Fi Access		
	Wi-Fi Accessed	% of System
Port Angeles	4,649	56.6%
Sequim	1,443	17.6%
Forks	1,548	18.8%
Clallam Bay	578	7.0%
Total	8,218	100.0%

Facebook Activity	
Followers	5,911
Content Published	88
Reach (unique accounts)	16,455
Reactions/Likes/Comments, etc.	1,467

Instagram Activity	
Followers	1,865
Content Published	76
Reach (unique accounts)	6,388
Reactions/Likes/Comments, etc.	910

Advertising	
Ads Run	1
Reach (unique accounts)	2,326

Laptop Checkouts <i>(For Use on Library Property Only)</i>	
Port Angeles	0
Sequim	0
Forks	0
Clallam Bay	0
Total	0

*Laptop checkouts were paused in September 2024 so the service could be revamped.

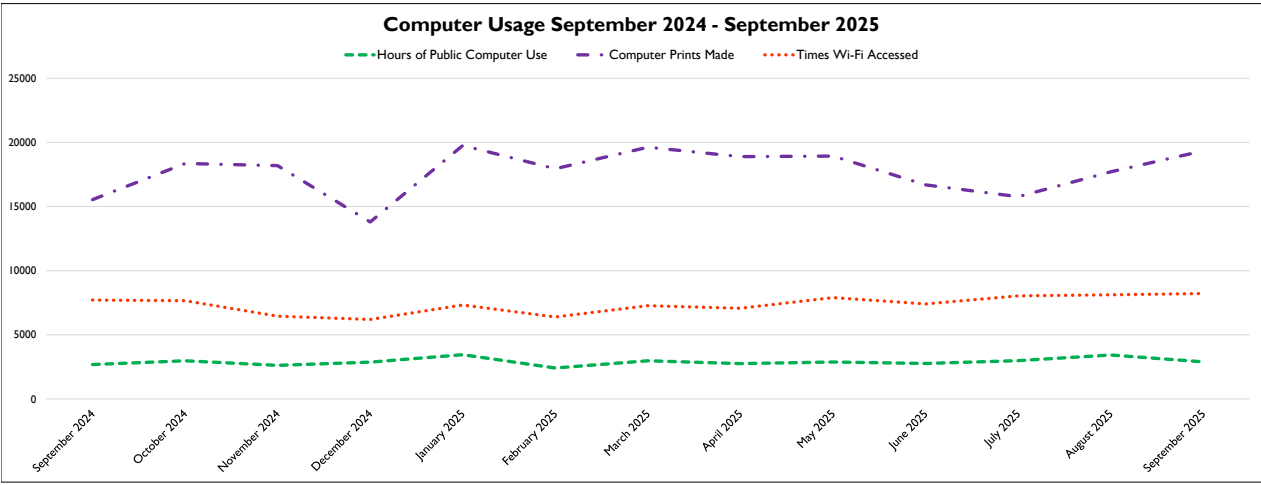
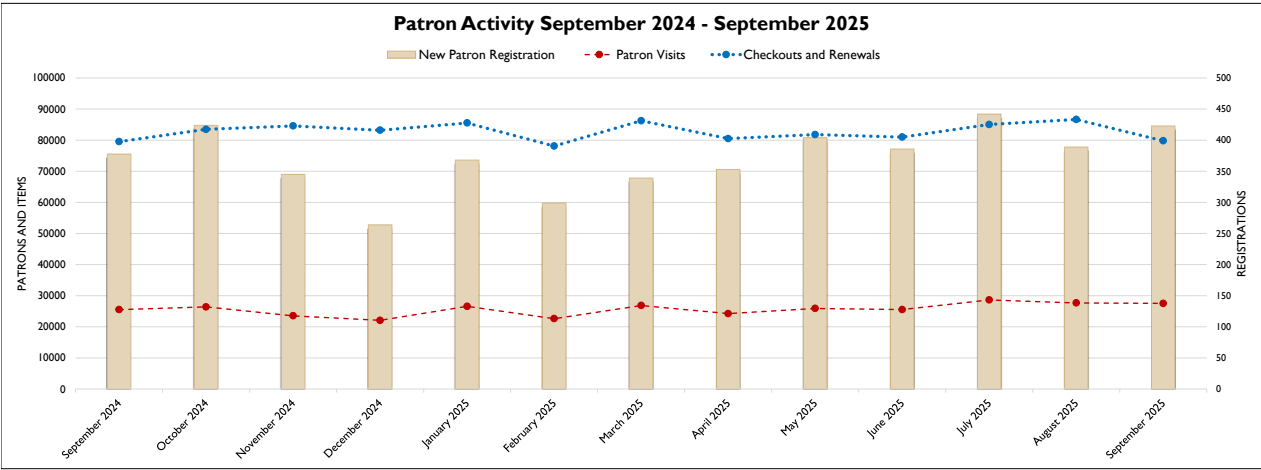
Website Visits	
Total Visits	35,852
Unique Visitors	12,507
Average Time on Site	54s

Database Access	
Total Sessions on all Databases	5,665

YouTube Activity	
Subscribers	462
Videos Published	-
Program Recordings	1
Views (lifetime content)	758
Watch Time (hours)	19

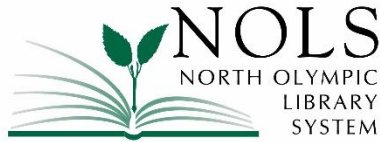
eNewsletter	
Number Sent	27,645
Read Rate	39%
Click-Through Rate	4%

Notices	
Number Sent	15,447
Read Rate	63%



Significant Events During the Past 13 Months:

- July - August 2024 - The Clallam Bay and Forks Branches reduced their hours during the entire month of June, due to staffing limitations.
- September - October 2024 - The Bookmobile was out of service for repairs. Some stopes were completed using an alternative vehicle.
- October 2024 - All branches closed one day for an All Staff Training Day.
- November - December 2024 2024 - New public printers were installed and print station adjustments were made in each branch.
- January 2025 - Operating Hours were adjusted at all branches.
- February 2025 - Inclement weather impacted hours for several days at all branches.
- February 2025 - NOLS launches Kanopy, an online movie streaming service.



Monthly Activity Report

Meeting Date: October 23, 2025
To: Library Board of Trustees
From: Executive Director and Staff
Subject: Monthly Activity Report for September 2025

Port Angeles Main Library

Meghan Sullivan, Public Services Director

Programming in Port Angeles during the month of September included:

- **Baby Storytime** – 75 participants at 4 events. Baby Storytime is growing! A shift has been happening for families that have been attending past Baby Storytimes as the families with now mobile littles are testing the water in Toddler Storytime. A couple of families are attending both to see which will fit best for their child. Additionally, several new families have begun attending Baby Storytime with the youngest participant being 3 months old!
- **Toddler Storytime** – 135 participants at 6 events. The YMCA Resource and Food Security Navigator attended one Friday morning to connect families with community resources – food security, work programs, etc.
- **Family Storytime** – 24 participants at 4 events. A new weekly evening offering for families and their grownups!
- **Storytime Studio** – 5 participants. Preschoolers, kindergarteners, and their families get a closer look at what makes a book special plus a special art activity inspired by the book.
- **Tween Thursday** – 4 participants at 36 events. Tweens from different schools and homeschool groups are becoming friends, getting to know one another while doing some casual crafts and playing board games.
- **Magic Monday** – 31 participants at 4 events.
- **Teen Tuesday** – 4 participants at 35 events. Teen Tuesday is back for the 2025-2026 school year. New teens have joined the group and others are back for their third year coming every week!
- **Financial Beginnings for Teens with First Fed** – 11 participants. Attendees learned about savings and checking accounts as well as what is a need versus a want. The discussion ended with a game of Bingo.
- **Teen Lit Bags** – 18 participants.
- **Tabletop Role-Playing Game Night** – 15 participants.
- **Puzzle Contest** – 20 participants. A steady stream of new participants continue to mix in with regulars.

- **End of Life Ready Workshop with End of Life Washington** – 3 participants. This evening program was ideal for participants to attend after work as previous workshops had been held during the day. A connection was made between a participant who worked at the hospital in staffing and the presenters to have future presentations for hospital staff who often don't have their own Medical Power of Attorney documentation complete.
- **Northstar Digital Literacy Computer Class** – 7 participants.
- **Second Wednesday Book Group** reading *The Book of Unknown Americans* by Cristina Henriquez – 5 participants.
- **Fourth Wednesday Evening Book Group** reading *The House of Broken Angels* by Luis Alberto Urrea – 6 participants.

Other activities Port Angeles staff were involved in during the month of September included:

- Several class visits took place at the Port Angeles Main Library during the month of September. New library cards were provided to students, an overview of NOLS services was given by Youth Services Librarian, Jennifer L., including book care discussions for younger students and online services for older students. Classes included: Queen of Angeles School Kindergarteners & 3rd Graders, Crescent School 4th Graders, and Franklin Elementary School 5th Graders.
- Public Services Librarian, Amber K., assisted Outreach staff in sharing library resources and information at the Olympic Peninsula Local Author Book Fair at Field Arts and Event Hall.
- Youth Services Librarian, Clair D., visited Port Angeles High School to speak to over 275 students about library services, events, and new Young Adult titles during each period.
- Public Services Librarian, Amber K., participated in a tour of the Port Angeles Senior Center for NOLS staff.
- Youth Services Librarian, Jennifer L., attended the Clallam and Jefferson Counties Perinatal Mental Health Task Force quarterly meeting.
- Public Services Librarian, Sarah M., attended weekly meetings with the Washington Digital Library Consortium's Executive Advisory Committee.

Sequim Branch Library

Emily Sly, Library Manager

Programming in Sequim during the month of September included:

- **Family Storytime** (weekly) – 85 participants
At Temporary Location before open hours
- **Nature Storytime** – 52 participants
Dungeness River Nature Center

- **Yarn Circle** (weekly) - 27 participants
At Temporary Location before open hours
- **Drop-In Tech Help** – 1 participant
At Temporary Location during open hours
- **Friday Night Movie: *Dan in Real Life*** – 22 participants
At Temporary Location after hours
- **Teen Advisory Board** – 2 participants
At Temporary Location during open hours
- **Teen Lit Bags** – 13 participants

Virtual Programs coordinated by Librarian Corrina D:

- **Humanities Washington: Coming Home – How the Nez Perce Tribe Regained Their Cultural Heritage** - 36 attendees (75 registrations)
- **Intro to Colored Pencils** – 30 participants
- **Sip & Paint Watercolor** - Landscape on Canvas – 20 participants

Sequim Staff Activity:

Library Manager Emily Sly joined KSQM radio host Susan Sorenson to share an update about the Sequim Project and to promote Library Card Sign-up Month on the Sassy Susan show. Emily also participated in the recruitment for the full-time PSS position in Sequim, and planning for Art in the Library at the new library.

Public Services Specialist Christine W. is training with Librarian Charlotte M. to offer storytime in a backup capacity, when Charlotte needs to be out.

Librarian Corrina D. was focused on weeding the Fiction collection at all branches.

Public Services Specialist Ellen S. participated in planning for 2026 Book Discussion Groups.

West End Branches (Forks and Clallam Bay)

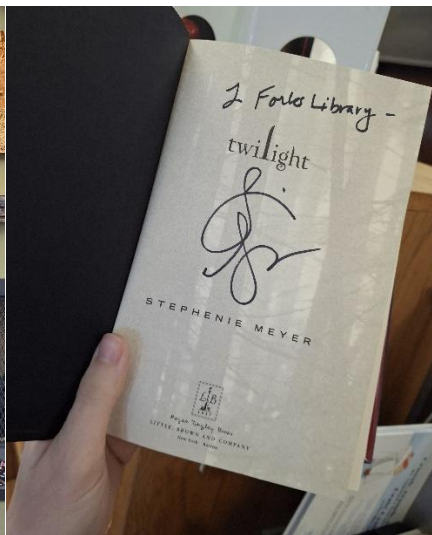
Troi K. Gale, Library Manager

West End Daily Operations

- To prepare for back to school, West End staff all reviewed a two-part Ryan Dowd training focused on interacting with teenagers. All West End staff members were required to review the trainings discussing the basics of teenager behavior and understanding teenagers who have experienced trauma.
- September is Library Card Sign Up Month and staff celebrated with a display exhibiting our new and old library card designs



- To celebrate the Forever Twilight in Forks Festival, staff created Twilight themed displays. Additionally, a reference copy of *Twilight* signed by Stephanie Meyer and dedicated to the Forks Branch Library was put on display.



West End Programming

- The September Nature Journaling program at the North Olympic Land Trust (NOLT) Elk Creek Conservation Area was the final session of the year. Local community member Pam Hunter was present to teach attendees how to create a simple journal for nature journaling. Although no one attended the program, we did have conversations with 3 individuals using the trail, and we were pleasantly surprised to discover the library located there.
- Bad Art Night for Adults resumed in September with a sea-themed event called "Seatemper." Nine people attended and created wonderfully "bad" art.

- The DIY Herbal Heating Pad program at the Clallam Bay Branch library was attended by four people. It was a fun evening of connection and crafting.
- Starting in September, the Forks Library is partnering with the school district to host a prevention-based lunch hangout for high schoolers visiting during their lunch period. The first hangout welcomed 11 teens. Home Slice Take & Bake has partnered to provide some free pizzas for this collaboration.
- The Forks Branch Library hosted a Twilight Trivia event during the Forever Twilight in Forks Festival. Adult Services Library Specialist Jennifer S. and Public Services Lead Alex P. led the event, where 16 teams competed for a basket of Twilight-themed items valued at approximately \$150, donated by Fog + Fern Clothing Co. In total, 50 people participated in or enjoyed the competition.



- Forks patrons enjoyed Fall Family Bingo held on Tuesday and Thursday nights. Both evenings were well attended. Families left with a prize or two, along with a monthly calendar for October. 25 people attended the two programs.



- Dia de Culturas was offered in a modified format and included multiple locations throughout the community. The Forks Library provided a map of the locations as well as hosted a craft zone and a “Yo Soy/I am” and “Soy de/I am From” workshop with the Clallam County Poet Laureate. Two of the people who participated in the poetry workshop have been offered the opportunity to have their poems published to depict life on the peninsula. Over 40 people participated in Library festivities for Dia de Culturas.

West End Community Visits

- Youth Services Specialist Angeles B. attended the Back to School Family Night at the Quileute Tribal School. Patron accounts were updated during the event, along with new cards made and online resources given out.
- Youth Services Specialist Angeles B. attended the Back to School Family Night at Clallam Bay (K-12.) YSS Angeles met with the staff and connected with the students. Kanopy was highly promoted, and families were eager to learn about the newly added online service.
- Library Manager Troi met with multiple school officials for the various schools on the West End to amplify collaboration, solicit feedback, and integrate ideas.

Outreach Services: Bookmobile and Delivery Services

Meghan Sullivan, Public Services Director

Outreach Daily Operations:

- 81 outreach deliveries were made, 8 new patrons registered for delivery services, 468 items were checked out and 51 items renewed for delivery service patrons.
- Couriers transported 766 totes between NOLS branches, plus 16 more for Outreach Deliveries.

Programs and Community Outreach:

- **Neah Bay Boys and Girls Club** (September 9, - 32 participants): The new school year kicked off with Community Outreach Librarian, Adrienne L., reading a book about “opposites and palindromes.” They continue to be interested in graphic novel read-alouds.
- **Department of Social and Health Services Wraparound Services** (September 22, - 5 participants): Community Outreach Librarian, Adrienne L., provided NOLS program and service information alongside other community resource providers at the Port Angeles DSHS office.
- **Park View Villas Presentation** (September 17, - 16 participants): Community Outreach Specialist, Kayla A., and Community Outreach Librarian, Adrienne L., provided residents a presentation on Outreach Delivery Services, signed people up for library cards, and were able to meet some existing Outreach patrons in-person.

- **Clallam Mosaic** (September 24, - 10 participants): Different versions of the fable “Jack and the Beanstalk” were shared with participants who also created their own iterations of the story.
- **Olympic Peninsula** (September 27, - 85 participants): 3 new cards and 12 replacement cards

Bookmobile and Pop-Up Libraries

- **Tuesday Morning Pop-Up Libraries** in Neah Bay continue to be held at a variety of locations prior to the Bookmobile arriving at the Community Gym in the afternoon. Community Outreach Specialist, Arriana M., brought library materials to the Makah Senior Center (September 9 – 8 participants), Recovery Drop-In Center (September 16 – 12 participants), Sail River Longhouse Commons (September 21 – 7 participants), and Neah Bay High School (September 30 – 64 participants). Mossy continues to be a hit with the younger Bookmobile patrons in Neah Bay! We have two friends who keep coming back weekly to get more stickers to pass out to their friends after seeing how greet the stickers look on their bikes.
- **Special Pop-Up Library** at Quileute Teen Event (September 23 – 13 participants): The Quileute Teen Center hosted a back-to-school event focused on reading. Attendees took Tiny Olympic Library books, and some renewed their library accounts.
- **Quileute Senior Center Pop-Up Library** (September 10 & 24 – 20 visitors): One patron was very excited to see we had a book written by one of her best friends and it had a picture of a La Push Beach which she was eager to show staff.
- **Special Bookmobile Stop:** Neah Bay Back to School Bash (September 2 – 49 visitors). There were a lot of new visitors, new library cards issued, and lots of folks excited to hear that Community Outreach Specialist, Arriana M., will be back at the schools this year. It was a great way to kick off the new school year!
- **Routine Bookmobile Stops:** Neah Bay Community Gym (September 2, 9, 16, 23, 30 – 68 visitors), Beaver Grocery Store (September 3 and 19 – 3 visitors), and the Joyce Mobile Market (September 20 – 15 participants). The Saturday stop at Crescent School alongside the Port Angeles Food Bank Mobile Market, continues to grow in popularity, and we continue to meet new patrons who are grateful for the combined services.
- **New Day for Routine Bookmobile Stop:** Port Angeles Food Bank (PAFB) Stop (September 25 – 11 visitors): Our monthly stop at PAFB moved from the third Friday of the month to the fourth Thursday of the month in order to be open during a time with other community partners visiting PAFB. Outreach staff spent the afternoon serving the community alongside Peninsula College, United Way, and the YMCA.

Other Activities for Outreach Staff

- Staff attended the monthly Olympic Area Agency on Aging (O3A) Providers Breakfast and learned about the work that Healthy Families of Clallam County does to help victims of crime.

- Staff continued participation on NOLS work groups and committees including NOLS Gear, All-Staff Training Day, Health & Safety, Book Discussion Group, Beanstack, and Equity Diversity and Inclusion (EDI).

Facilities Department

Brian Phillips, Facilities Manager

Facilities welcomed Sam R. to fill the temporary Facilities Tech I position based in Port Angeles. This five-month position is intended to help Facilities stay on top of several major projects while also tending to routine cleaning and related tasks. Welcome to NOLS, Sam!

Port Angeles Library: Annual fire alarm test and fire extinguishers service; annual backflow assembly inspections; repaired and repainted interior north wall and added library shelving there; refinished public restroom floors; repaired book drop cart wheels; lawn care.

Sequim Library Project: Revised project schedule based on storefront and window delays; coordinated phone line installation; activated electric vehicle chargers; reviewed AV equipment installation, stage construction, and flooring installations.

West End Libraries: Painted Clallam Bay Library exterior and cleaned roof; constructed a new fence at the Clallam Bay Library; lawn care.

Other: Serviced Toyota Prius and replaced brake rotors; refurbished Tiny Olympic Library for Sequim location; serviced temporary Sequim Library fire extinguishers; disposed scrap metal; Brian participated in Outreach Manager interviews; Brian drafted the 2026 Facilities operating budget.

Information Technology (IT) Department

Erin Shield, Technical Services Manager

In September the massive computer replacement project continued in Port Angeles with public workstations getting swapped out and staff computers started in Clallam Bay. The deployments have been going well with some anticipated glitches due to the myriad variables of specialized software, printer integration, and the wide variety of technologies and if they're able to merge smoothly. The remaining deployments on West End have been scheduled throughout October.

Other tasks completed:

- 32 Port Angeles computers replaced
- 10 Clallam Bay computers replaced
- Developed Remote CASSIE (public computer management software) access for front desks
- Server upgrades

- iPads setup and placed on West End for environmental sensor notifications
- West End drop-in sessions, staff training for new computers
- Web page and form created for a spooky story writing contest for kids
- Meetings with members of Management Team to prepare for new SharePoint configuration based on department and branch needs
- Internal audit on Lumen/Century Link accounts underway
- Updated URL for online resource access
- 102 tickets resolved related to issues such as:
 - Printers
 - New computer deployments
 - Label configurations

Technical Services Department

Erin Shield, Technical Services Manager

September was a tumultuous month in the lives of Acquisitions staff as NOLS' primary vendor, Baker & Taylor, announced it was being purchased by a large distribution company that mainly ships books and media to other commercially-based companies. Baker & Taylor has been struggling in many ways over the past couple of years – supply chain issues, staff turnover, etc. A contract extension was signed to allow NOLS the same terms with the new company as the original contract. That acquisition fell through at the last minute and information was sparse on the ground. NOLS and hundreds of other libraries are currently experiencing very long wait times for materials and returns. There is an announcement posted on the catalog so patrons know that we're aware of longer wait times than normal for receiving their requested items.

Over the past month, Technical Services staff participated in trainings, webinars, tasks and meetings related ILS Team, Collection Management, E-Rate, Health and Safety Team, Web Team, Management Team, and Sequim Remodel project.

Notable in September:

- Technical Services Specialist Sarah C. did lots of little database cleanup tasks this month. I enjoy these little tasks that increase the findability/searchability of items in the catalog.
- Technical Services Specialist Cindy T. is enjoying posting the news releases and seeing the variety of programs NOLS offers
- Technical Services Specialist Jennifer F. worked on a book display for the Port Angeles Library

Statistics:

- 1087 physical items processed;
- 246 print materials repaired;

- 112 media items repaired;
- 41 physical donations added to collection;
- 176 InterLibrary Loan requests for NOLS' patrons filled;
- 137 items loaned to other libraries;
- 163 issues resolved by cataloging staff including incorrect cover images, titles not grouping together properly, and a variety of other issues;
- Acquisitions: 1-day average turnaround time from selectors submitting materials shopping carts to getting materials ordered

Administrative Operations Department

Human Resources

Shaina Lent, HR & Business Manager

Significant meetings/events and projects this month:

- Retraining as a backup in payroll processing with Finance Manager
- Attended Northwest Human Resource Management Association (NHRMA) Conference in Anchorage, AK
- EDI Implementation Plan Update Project
- Participation in the SQ Public Services Specialist, Courier, and Outreach Library Manager recruitments
- Routine Management Team, All Staff Training Day Planning, Equity Diversity and Inclusion Team, and one-on-one meetings.

Recruitments:

- Public Services Specialist – SQ
- Outreach Library Manager – OR
- Courier – OR

New Hires:

- Sam Robison – Temporary Facilities Technician I – FAC
- Claire Cook – Public Services Specialist – PA

Separations:

- Anthony Cirincione – Temporary Facilities Technician I – FAC

Marketing and Communications

Karyn Bocko, Marketing and Communications Manager

- Promoted Library Card Sign-up Month through posters and digital marketing, and made three new designs available. Created a display of Library Card Art Contest entries at the Port Angeles Main Library.
- A fun video promoting Library Card Sign-up Month increased Instagram reach by 146% (Librarian Jennifer L. "If I make this, you have to sign up for a library card!" spoofing the Michael Jordan/Larry Bird contest, where the shots get increasingly elaborate).
- Published information about the Computer Replacement Project to the News & Alerts webpage.
- Attended meetings and trainings including a Patron Point email system webinar; History Center exhibit planning for Art in the Library; Law Library communications planning; and Port Angeles Uptown Arts District strategic planning.
- Prepared initial communication plans for future projects including the Sequim Library opening and a "Share Your Story" campaign to show how a variety of community members use NOLS.



News Releases & Articles:

- 22 news releases were sent about NOLS programs.
- The monthly NOLS "Off the Shelf" article in the Sequim Gazette, contributed by librarians Charlotte McGrew and Corrina Desmarais, highlighted Library Card Sign-up Month and free learning resources for back to school and lifelong learners of all ages.
- An update about the Sequim Library construction progress and new photos were published in the September 3 Sequim Gazette and September 8 Peninsula Daily News.
- KSQM 91.5FM invited Noah Glaude as a guest on the September 8 Sassy Susan Show to provide an update on the Sequim Library Project and promote Library Card Sign-up Month.

Sequim branch reopening shifted to late fall

Wall anchor delivery delay holds up portion of project

By MATTHEW NASH

Sequim Gazette

Just a little longer for the renovation and expansion of the Sequim Library to be complete, staff report.

Administrators with the North Olympic Library System (NOLS) had hoped for a spring reopening of the building at 608 N. Sequim Ave., and then a late summer opening, but due to delayed deliveries of large infrastructure elements, the reopening has been pushed out to a late fall timeline.

In an Aug. 25 blog post, NOLS staff wrote that fabricated anchors for the building's east wall of large windows will not be delivered until early September, about a month later than anticipated.

NOLS Executive Director Noah Glaude told trustees in their Aug. 28 meeting that there are many elements within a few feet of the wall, such as gutters, acoustic tiles, and more that cannot be completed until the wall is anchored.

"They're doing everything they can," he said of the contractors.

Hoch Construction and its subcontractors have been working on

landscaping, flooring, cabinetry, lighting and more, he said.

During an Aug. 29 tour, the building's systems were being commissioned.

Glaude said early completion could be in early October.

In the long post, staff wrote, "although delays are disappointing, there are some benefits ... (with) more time to plan for the big move from the temporary space to the new library and develop new procedures for the new space ... (and) contractors are less rushed as they wrap up their work and address any unexpected issues."



Sequim Library modern renovation work and administration with the North Olympic Library System anticipate reopening in the late fall.

The \$18.6 million project updates and expands the library to about 10,000 square feet while adding new amenities outside, such as a walking path, and a new outdoor stage.

See LIBRARY, Page A1

A4 Wednesday, September 3, 2025 Sequim Gazette

Library

From Page A1

NOLS has received about \$1.3 million for the project so far, including donations, and staff said they will seek low-interest financing through the State Treasurer's Office to cover the remainder of the project.

On Aug. 28, trustees recognized three donations totaling \$75,000 from library supporter Brad Littlefield with his third and most recent donation of \$20,000 being used to pay for a flagpole at the new library. A small plaque will be placed to honor his late friend and fellow library supporter John P. Smith.

Currently, the Sequim Library is operating out of a temporary space at 608 N. Washington St., Suite 21. The Sequim Avenue branch closed March 10, 2024 for the move, and the temporary space opened April 1, 2024. NOLS agreed to a \$15,000 two-year lease through July 31, 2025, with an option for month-to-month leasing afterward.

He said in an interview that when the library is finished, they'll make it known where the moving period will occur, and another temporary closure will occur.

"We'll try to make it as minimal as possible," he said.



A customer service desk in the renovated Sequim Library site next to planned self-checkout stations and a build area to the left, and computer stations to the right.

Shaping up

While many windows are yet to be installed that allow visitors to see from one side to the other of the building, many other elements are finished or well on their way.

Glaude told trustees that the project is not just a remodel of the whole site, including new utility lines, and a basement (or riprap ditch for stormwater).

During a tour, he said a combination of more than 1,000 glasses, shelves, and trees have been planted around the library, and they're readying to plant grass in the next future.

A pathway was recently sealed that wheelchair can use, and permitting was recently obtained to build a new stage west of the library with a second or third that will serve as a natural ramp for accessibility.

Glaude said they had

plans to keep the former stage but found its condition to be too rough. The new stage is about 100 feet long, he said, and it will have seating for 100 people.

Beritzy Peltier, a nurse representative from the West End area on the library tour, said Sequim's climate lends itself to outdoor use for storytime and other activities. She also appreciates the efforts to maintain accessibility outside.

"There are a lot of people with mobility issues and (this project) makes it as accessible as possible for the whole community," she said.

Also outside is a new outdoor children's area that will be paved off with a floor like the library's children's area inside. The outside features benches and a rock with honey bees. The inside will have books to sit in.

Financial Operations

Amy Hough, Finance Manager

- Participated in Outreach Manager recruitments
- Met with Women's Professional Finance Network mentor
- Participated in routine Management Team meetings

Public Service Director's Report

Meghan Sullivan, Public Services Director

- Acting interim Port Angeles Library Manager and Outreach Library Manager.
- Participated in recruitment activities for the Outreach Library Manager and onboarding/training activities for our new part-time Public Services Specialist, Claire C., at Port Angeles.
- Supported implementation tasks for environmental sensors in the Clallam Bay and Forks public restrooms.
- Participated in Port Angeles collection space conversations to develop a proposal to increase collection spaces and improve access for patrons.
- Attended monthly Clallam County America250 planning meeting held in-person in the Margaret Coffey Room at Port Angeles.
- Participated in a Clallam County Parks Master Plan focus group.
- Branch Visits to Clallam Bay and Forks Libraries.
- Routine Management Team, Branch Manager, Outreach Services, ILS Team, Health & Safety Team, Youth Services Team, Beanstack Team, Circ Team, Sequim Library Reopening Planning, Branch Staff Meetings, IT Department, NOLF Board Meeting, NOLS Board of Trustees, and One-on-One meetings.

Executive Director's Report

Noah Glaude, Executive Director

Significant meetings/events and projects this month:

- Sequim Library Expansion and Renovation Project
 - Weekly Owner, Architect and Contractor (OAC) meetings
 - Planning for move into new building
- Strategic Roadmap Update
- First Draft of the 2026 Operating Budget
- Outreach Library Manager Recruitment
- Planning shift of Port Angeles Library collections
- Attended the Clallam Bay Friends of the Library Meeting
- Attended the Port Angeles Friends of the Library Meeting
- Attended Clallam County Revenue Advisory Committee Meeting
- Attended the Public Library Directors Meeting in Loon Lake
- Routine Branch Manager, Collection Management, ILS, IT, and Management Team meetings



Customer Comments

September 2025

The following comments were received by the Library during the month of September 2025. Where the customer requested a personal reply by phone or email, it was provided. Customer comments and responses are posted on the Library's website.

Comment:

Dear Sequim Library, I have enjoyed going to Port Angeles library for the jigsaw puzzle contest. I would be very pleased and excited if the Sequim branch would think about hosting a jigsaw puzzle contest once per month. Maybe we could have a little rivalry between the two branches. The winners of Sequim would face off against the winners of Port Angeles?

Response:

We are delighted to hear that you have enjoyed the monthly Puzzle Contests at the Port Angeles Library. Many participants appreciate the friendly competition while others enjoy completing puzzles at their own pace. We will share your interest in bringing a Puzzle Contest to the Sequim Library with the staff who plan programming there.

Comment:

I have been using the library internet for a few years. I have noticed recently that the wifi upload speed has gotten much slower than it has been in the past. I want to know if anything has changed, what information can you provide as to what could have caused the change.

Response:

We're sorry you've had some problems with the Wi-Fi. No changes have been made recently that would impact Wi-Fi speed. The problem you're experiencing is not something easily reproducible but if the problem persists, please reach out with more specifics, such as: size of download file, which NOLS location is providing the Wi-Fi, etc. Thanks!

Comment:

Suggestion - Hi! Love all the kids' programs at NOLS - BUT: All those programs are supervised by adults, in a public adult space. I've long been involved in entertainment conventions, all of which understand the legal ramifications of parents using adult spaces - conventions, shops, and libraries, for example - as babysitting services.

Groups of children are using the computers for gaming after school at Clallam Bay. I admit I find them amusing, but sooner or later there's going to be a problem. Adults need the computers to work, if nothing else. Parents might not like those games. In any case, you might want to look for volunteer supervisory parents.

NOLS is working with Forks Raincon to provide a children's event - which conventions call a kiddie track - which we appreciate.

Thank you!

Response:

Thank you for sharing your concerns and experience. Finding exactly the right balance between different patron needs and perspectives is a continual challenge for library staff as perspectives on appropriate public behavior and library usage continue to shift.

Public Computer use is available on a first come, first served basis and can be reserved with staff if all terminals are in use.

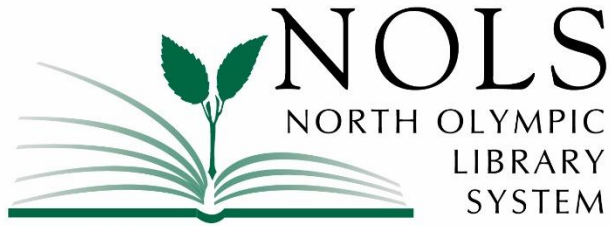
Currently, NOLS has an [Internet Policy \(4.5\)](#) that is guided by the following American Library Association statements on access to information:

- The Library Bill of Rights
- Freedom to Read Statement
- Interpretation of the Library Bill of Rights: Access to Library Resources and Services for Minors and Access to Digital Information, Services, and Networks.

In Section 7 of the policy, Internet Access by Minors is addressed. It is the responsibility of parents or legal guardians to guide and control their child's use of the Library and library resources, including the Internet. Beyond the implementation of filtering software, the Library cannot and will not act in the place of parents in providing supervision of children as they explore the Internet.

Library staff do their best to address inappropriate library behavior when it occurs in accordance with the [Library's Basic Rule of Conduct Policy \(4.1\)](#), but it is not always simple or straightforward to do so, particularly when children are involved. In essence this policy requires that all patrons refrain from conduct that hinders others from enjoying the library in peace.

In the future, you are not able to access a computer or if volume of other patrons hinders your library experience, please know that staff are happy to assist in accordance with our policies.



Highlight Log

(September 2025)

The Highlight Log provides an intranet location for NOLS staff to share uplifting anecdotes and patron comments. It was created in 2016 to provide an emotional counter-balance to the DE Log, which is used to track and document disruptive events in that occur in the library. It provides an interesting glimpse into community perceptions about the Library. The following is a list of Highlights logged during the past month.

9/3/2025 – Sequim

A patron had been looking at the banned book display for quite a while. Taking pics of the books, asking why some would be banned. Before she left she wanted to tell the staffer that made the display that she appreciated it and thought it was really cool. Shout out to the current display queen herself (she's been on a real roll lately), Kim of Sequim!

9/6/2025 – Sequim

Yarn Circle has resumed after a four-month hiatus. The regulars were happy to be back and provided a very warm welcome to the first-timers! It is heartwarming to witness community connections being made and nurtured. One of the regulars, who works in healthcare, helped another regular over the summer with bandage changes following a surgical procedure. They did not know each other before they started attending Yarn Circle.

9/8/2025 – Outreach

An outreach patron called to share that they no longer need delivery services—they expressed how valuable the service was to them during their recovery time and shared some of their favorite horror films we've sent them. They are looking forward to visiting the Port Angeles branch and potentially joining the computer class.

9/8/2025 – Port Angeles

Just now a patron came up to the front desk and wanted to say thank you for having such an amazing Summer Reading Program! She also shared that her granddaughter was excited to get a tote bag so she could have her very own book bag to bring to the library.

9/9/2025 – Bookmobile

The new Mossy stickers were a hit in Neah Bay. They are already on two cars and one super rad bike! Patrons all swooned over how adorable Mossy is. Way to go Marketing and Matthew Fleming!

9/9/2025 – Port Angeles

An educator at Port Angeles High School included this sweet P.S. in an email about another topic: "P.S. I wore my summer reading challenge shirt on the first day of school. My whole family earned them. Filling out the tracker was a very important summer ritual for our 5-year-old daughter."

9/12/2025 – Forks

Patron visiting from out of town stopped at the front desk before leaving expressing their gratitude for the fast Wi-Fi and the unisex bathroom.

9/15/2025 – Sequim

A patron just said he never met a librarian that wasn't friendly, nice and helpful. He said the world should be run by librarians and then it would be a much nicer place.

9/15/2025 – Port Angeles

The ladies setting up the Constitution Day display at the Port Angeles Main Library dropped off some donuts for the staff, as an appreciation and thank you for allowing them to use our space.

9/16/2025 – Bookmobile

We were visited by our favorite bikers in Neah Bay this week! They stopped by for more little library books and some Mossy stickers to distribute to their friends. The best looking bikes in Clallam County!

**9/17/2025 – NOLS**

The Beanstack Reading Challenge, "Read to Feed," organized by Heifer International, concluded on August 31st. For every 2,000 minutes read, Heifer International donates a flock of chicks to families in need. A total of 339 readers participated in the challenge and recorded an impressive 536,923 minutes of reading. Readers from NOLS earned a total of 268 flocks of chicks.

9/17/2025 – Outreach

Outreach staff were able to do a presentation for a local retirement community. The attendees were very excited to hear about Outreach delivery. Some were already Outreach patrons and it was great to meet them in person. They came with many compliments and much appreciation for staff including the rave reviews for the Interlibrary Loan team. We signed up four new accounts for Outreach delivery!

9/18/2025 – Port Angeles

Overheard at the library: "The library is actually a pretty cool place to have a playdate!"

9/19/2025 – Sequim

A patron wanted to find an article that featured him jumping off the Railroad Bridge as a teen in the '90s to cool off on a hot summer day. He had gone to the Sequim Gazette but they told him to come here. The article was available on <https://nols.newspapers.com/>! He was very excited and his partner was moved to tears. They left with some prints of the article.

9/25/2025 – Port Angeles

I signed a patron up for his first library card this afternoon and he let me know that his interest in the library is mostly for our programs! He mentioned many programs on the West End that caught his eye online—some he wasn't able to make it to, but he's going to keep looking at our website to see what's coming up at all of our branches.

9/26/2025 – Forks

I was completing a mid-day rove outside when the group of teens eating their lunch asked me why staff always come outside when they are there. I said that, "We complete three roves a day to pick up trash, make sure people are feeling safe, and to answer questions. And we do always try to come outside during y'all's lunch to make sure that everyone is safe while having a good lunch." One teen said, "That is kind. We do appreciate that." Another said, "That makes sense, sometimes we are wild." Then another asked me about the history of the library being a bank. It was a positive pro-social interaction.