



**Board of Trustees Regular Meeting**  
Monday, November 17, 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 5:33pm. Trustees present: Jennifer Pelikan, Bert Caldwell, Cyndi Ross, Betty Marcoux, and Ian Miller. Library staff present: Executive Director Noah Glaude, Public Services Director Meghan Sullivan, Finance Manager Amy Hough, and HR and Business Manager Shaina Lent. Guests present: Miriam Cherbib of Speaking Justice.

2. Land Acknowledgement

3. Approval of agenda

*Motion by Betty Marcoux to approve the agenda as presented. Motion seconded by Cyndi Ross. Motion carried.*

4. Approval of minutes for the regular meeting of October 23, 2025

*Motion by Bert Caldwell to approve the minutes from the October 23, 2025 regular meeting. Motion seconded by Betty Marcoux. Motion carried.*

Approval of minutes for the special meeting of November 4, 2025

*Motion by Cyndi Ross to approve the minutes from the November 4, 2025 special meeting. Motion seconded by Ian Miller. Motion carried.*

5. Communications

None

6. Public Comments

7. Unfinished Business

U.1. Updating NOLS Strategic Roadmap

*Motion by Ian Miller to adopt the updated NOLS Strategic Roadmap. Motion seconded by Cyndi Ross. Motion carried.*

8. New Business

N.1. Review and discussion of proposed 2026 Operating Budget

N.2. Public Hearing on the proposed 2026 Operating Budget

The Chair announced the second public hearing on the 2026 operating budget at 5:56pm. There were no public comments. The Chair then closed the public hearing and brought the discussion back to the Board.

*Motion by Betty Marcoux to adopt the 2026 operating budget in the amount of \$7,323,969 as presented.*

*Motion seconded by Bert Caldwell. Motion carried.*

**N.3. Approval of Resolution 25-11-08 (Library Levy)**

*Motion by Cyndi Ross to adopt Resolution 25-11-08 authorizing the levy for 2026. Motion seconded by Betty Marcoux. Motion carried.*

**N.4. Approval of Resolution 25-11-09 (Transfer from Capital Reserves for LOCAL Financing)**

*Motion by Bert Caldwell to adopt Resolution 25-11-09 authorizing the Transfer from Capital Reserves for LOCAL Financing. Motion seconded by Cyndi Ross. Motion carried.*

**9. Public Comments**

**10. 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.*

**11. Next meeting: 3:00pm, December 18, 2025 (Special Board Meeting)**

**12. Agenda items for next meeting**

**13. Executive session to discuss performance of a public employee**

*At 6:40pm the Chair announced that the Board would move to executive session to discuss the performance of a public employee, and that the session was expected to last approximately 20 minutes.*

*At 6:57pm the Chair announced that the Board had concluded its executive session and would now return to open session.*

**14. Action on executive session, if any**

*Motion by Ian Miller to conduct the Executive Director's annual evaluation in June each year, in line with his anniversary date, as it is for all other NOLS employees. Motion seconded by Betty Marcoux. Motion carried.*

*Motion by Betty Marcoux to approve paying the Public Services Director, Meghan Sullivan, for 58.36 hours of her current vacation leave balance. Motion seconded by Bert Caldwell. Motion carried.*

*Note for the record that since July 2025, Meghan Sullivan has been covering two Library Manager positions and has had less opportunity to utilize her vacation. As of November 17, 2025, Meghan Sullivan had a vacation leave balance of 283.36 hours. The end of year cap on vacation rollover is 225 hours.*

**15. Adjournment**

*There being no further business, the meeting was adjourned by the Chair at 7:01pm.*

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

**NOLS Mission Statement  
Adopted 11/22/16**

## CERTIFIED AS TRUE AND CORRECT

Signed by:

*Jennifer Pelikon*

8AF38E3926004B4...

Chair

Signed by:

*Nbali Claude*

09551C2A290C4D8...

Board Secretary