1. Call to order, roll call and introductions

   Board Chair Mark Urnes called the meeting to order at 5:30 pm. Trustees present: Mark Urnes, Jennifer Pelikan, Betty Gordon, Catharine Copass, and Elaine Fredrickson. Library staff present: Director Margaret Jakubcin, Assistant Library Director Noah Glaude. Visitors present: none.

2. Approval of agenda

   Ms. Jakubcin noted that the executive session to conduct the Library Director’s annual review had been inadvertently omitted from the agenda, and that item was added to the agenda as item 19.

   Motion by Ms. Copass to approve agenda as amended. Motion seconded by Ms. Pelikan.
   Motion carried.

3. Approval of minutes for regular meeting of October 26, 2017

   Motion by Ms. Gordon to approve the minutes from the October 26, 2017 meeting. Motion seconded by Ms. Copass. Motion carried.


   There were no communications.

5. Presentation.

   There was no presentation.

6. Public comments.

   There were no public comments.

7. Financial report: October 2017

   The financial reports for October 2017 were accepted as presented.

8. Approval of vouchers: October 2017

   Motion by Ms. Copass to approve the October 2017 vouchers, numbered #1201 through #1354, in the amount of $379,721.48. Motion seconded by Ms. Gordon. Motion carried.

9. Unfinished business

   U.I. Status report on Sequim Branch Expansion Project.

   A verbal update of recent activities was provided by Ms. Jakubcin.

10. New business

    N.I. Review and discussion of 2018 Operating Budget
N.2. Public Hearing on the 2018 Operating Budget
The Chair announced the second public hearing on the 2018 budget. There being no public present, and therefore no comment offered, the Chair then closed the public hearing and brought the discussion back to the Board.

Motion by Ms. Pelikan to adopt the 2018 operating budget as presented. Motion seconded by Ms. Fredrickson. Motion carried.

N.3. Approval of Resolution 17-11-07: Authorizing levy for 2018
Motion by Ms. Copass to approve Resolution 17-11-17; Authorizing the levy for 2018. Motion seconded by Ms. Gordon. Motion carried.

N.4. Withdrawal of Policy 4.7: Community Profiles
Motion by Ms. Pelikan to withdraw Policy 4.7: Community Profiles, rendering it void. Motion seconded by Ms. Gordon. Motion carried.

N.5. Approval of Resolution 17-11-08: Honoring Catharine Copass
Resolution 17-11-08: Honoring Catharine Copass for her service to NOLS (copy attached hereto) was read into the minutes. Motion by Ms. Pelikan to approve Resolution 17-11-08. Motion seconded by Ms. Gordon. Motion carried.

12. Reports
   R.1. Monthly statistics: October 2017 Accepted as presented.
   R.2. Monthly activity reports: October 2017 Accepted as presented.
   R.3. Customer Comments: October 2017 Accepted as presented.
   R.4. Highlights from the 2017 Highlight Log Accepted as presented.

13. Public Comments
There were no public comments.

14. Trustee comments
Library Board members may ask a question for clarification, make a brief announcement or make a brief report on his or her 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.

Ms. Copass commented on the Street Memorial event. Mr. Urnes mentioned that he had attended David Fenner’s presentation The Long Haul: Stories of Human Migration.

15. Next meeting:
Ms. Jakubcin noted that a December meeting will need to be scheduled in order to approve and execute the collective bargaining agreements; date to be determined. The January meeting is scheduled for 5:30pm, Thursday, January 25, 2018 at the Port Angeles Main Library.

16. Agenda items for next meeting:
The following possible agenda items for the January meeting were noted:
Review and Approval of 2018 Capital Budget;
2017 Financial Reconciliations:
Authorization to transfer funds from/to Reserve accounts;
Approval of 2018 holiday closures;
Policy revisions (tentative).

18. Executive session to discuss collective bargaining.

19. Executive session to conduct Library Director’s annual performance review.
   At 6pm Mr. Urnes announced that the Board would move to executive session to discuss
   collective bargaining, followed immediately by a second executive session to conduct the Library
   Director’s annual review. He stated that the two sessions were expected to last approximately
   30 minutes.

   At 6:30pm Mr. Urnes announced that the Board had concluded its executive sessions, without
   taking any action, and returned the meeting to open session.

20. (Action on executive session, if any).

   No action was taken following executive session. It was noted that the Director’s evaluation
   would be concluded at the December meeting.

21. Adjournment
   There being no further business, the meeting was adjourned by the Chair at 6:30pm.

CERTIFIED AS TRUE AND CORRECT

______________________________    ________________________________
Chair                              Board Secretary

Attachment: Copy of Resolution 17-11-08
WHEREAS Catharine Copass joined the Board of Trustees of the North Olympic Library System in January 2013, bringing to the Board a unique and valuable blend of life experience, and a refreshingly new generational perspective; and

WHEREAS the above mentioned generational perspective placed Ms. Copass in the unique position of being the Trustee most likely to attend, and provide first-hand reports, on some of NOLS’ more energetic and colorful youth program offerings; and

WHEREAS, whenever a quorum of Trustees was required to travel together to outlying branches, Ms. Copass was willing to draw upon her professional experience as a Woman of the Wild, in order to support congenial, lively, non-library-related conversation; and

WHEREAS NOLS may never again find a Trustee who reviews the Monthly Statistical Report with such open and profound delight; and

WHEREAS Ms. Copass has served conscientiously and with great dedication not only as a member of the Board, but also as Board Chair and Vice Chair, and as a member of the Policy, Personnel, and Finance Committees; and

WHEREAS, in her time as Chair Ms. Copass mastered archaic protocols such as Robert’s Rules, OPMA, PRA, and Tingling the Bell; and

WHEREAS in all her Board assignments Ms. Copass has played a valuable and significant role in shaping policy, fiscal strategy, and organizational vision; and

WHEREAS Ms. Copass has always demonstrated keen intelligence, good sense, and effective communication, and has invariably served the Board, the Library, and the Community well;

NOW THEREFORE BE IT RESOLVED by the North Olympic Library System Board of Trustees that Catharine Copass be recognized and honored for her extraordinary service to the Library and to the Community.

PASSED BY THE BOARD OF TRUSTEES OF THE NORTH OLYMPIC LIBRARY SYSTEM at the regular meeting held this 21st day of November 2017.