MINUTES

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, Clea Rome, and Elaine Fredrickson. Library staff present: Director Margaret Jakubcin, Assistant Library Director Noah Glaude, Sequim Branch Manager Emily Sly. Visitors present: Robert Baer, Suzi Ure, Mike Dashielle.

2. Approval of agenda

Agenda was amended to include informational items N.5. and R.3. Motion by Ms. Pelikan to approve agenda as amended. Motion seconded by Ms. Gordon. Motion carried.

3. Approval of minutes for regular meeting of January 23, 2018

Motion by Ms. Fredrickson to approve the minutes from the January 23, 2018 meeting. Motion seconded by Ms. Gordon. Motion carried.

4. Communications None

5. Presentation None

6. Public comments None

7. Financial report: January 2018

The financial reports for January 2018 were accepted as presented.

8. Approval of vouchers: January 2018

Motion by Ms. Gordon to approve the January 2018 vouchers, numbered #1 through #142, in the amount of $373,098.74. Motion seconded by Ms. Pelikan. Motion carried.

9. Unfinished business None

10. New business

N.1. Discussion/decision regarding construction approach for Sequim Expansion Project

Following presentation by the Library Director, review of the information provided in the staff report, and discussion by the Board, public comments were invited. There being no public comments, discussion was returned to the Board, and the following motion was made.

Motion by Ms. Gordon that the Board direct staff to work with SHKS Architects to conclude conceptual planning activities for construction option 2. Motion seconded by Ms. Pelikan. Motion passed unanimously.

N.2. Approval of revisions to Policy 5.15: Fiscal Management
Motion by Ms. Pelikan to approve revisions to Policy 5.15 as presented. Motion seconded by Ms. Rome. Motion carried.

N.3. Approval to close Libraries for 2018 All Staff Training Days
Motion by Ms. Gordon to approve closure of NOLS libraries for staff training days on April 19, 2018 and September 13, 2018. Motion seconded by Ms. Fredrickson. Motion carried.

N.4. Approval of Resolution 18-02-02 Designating Signature Authorities
Motion by Ms. Rome to approve Resolution 18-02-02 Designating Signature Authorities. Motion seconded by Ms. Gordon. Motion carried.

N.5. Informational report regarding movement of Port Angeles Capital Reserve funds.
Ms. Jakubcin provided an informational reminder regarding an upcoming internal adjustment of PACR funds from CD investment to the liquid fund, to support previously approved 2018 capital budget expenditures. No action was required or taken.

11. Reports
   R.1. Monthly statistics: January 2018 Accepted as presented.
   R.2. Monthly activity reports: January 2018 Accepted as presented.

12. Public Comments

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

14. Next meeting: 5:30pm, Thursday, March 22, 2018 at the Port Angeles Main Library

15. Agenda items for next meeting: None were noted.

16. Adjournment
There being no further business, the meeting was adjourned by the Chair at 6:10pm.

CERTIFIED AS TRUE AND CORRECT

[Signatures]
Chair
Board Secretary