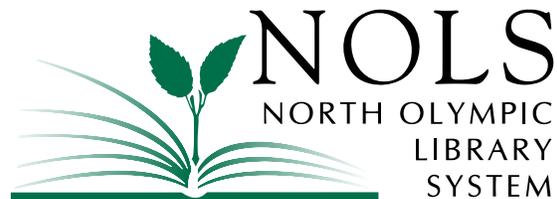


# 2024 ANNUAL REPORT



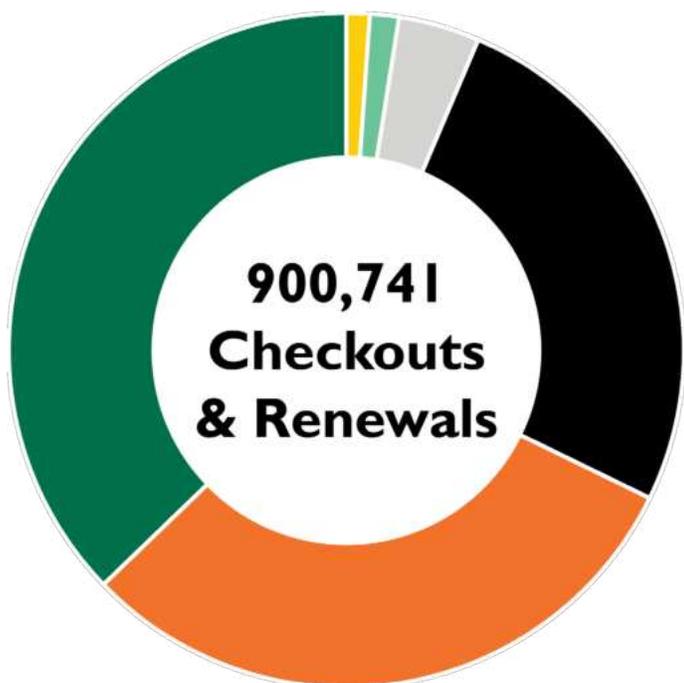
**2025** BUDGET  
GLANCE  
*Pages 10-11*

# ABOUT YOUR LIBRARY

The North Olympic Library System (NOLS) is a junior taxing district serving all of Clallam County, Washington. NOLS is primarily funded through property taxes, with a 2024 rate of 29¢ per \$1,000 of assessed property valuation. The Library also receives funding from fees, investments, and miscellaneous charges.

NOLS is governed by a five-member Board of Trustees appointed at large by the Clallam County Commissioners for five-year terms. The System consists of the main library in Port Angeles and branches in Clallam Bay, Forks, and Sequim, a Bookmobile, Outreach Services for patrons who cannot travel to the library, and an array of online services.

## FACTS, STATS & FIGURES JANUARY 1 - DECEMBER 31, 2024



### LIBRARY USE & STATISTICS

#### CHECKOUTS & RENEWALS

Clallam Bay	12,051
Forks	36,764
Port Angeles	334,908
Sequim	275,270
Outreach Delivery Service	8,383
E-Circulation	231,194
Bookmobile	2,171
<b>Total</b>	<b>900,741</b>

#### PATRON VISITS

Clallam Bay	10,496
Forks	35,106
Port Angeles	147,678
Sequim	104,473
Bookmobile	989
<b>Total</b>	<b>298,742</b>

#### ACTIVE CARD HOLDERS

30,262

#### NEW CARDS ISSUED

4,264

- PORT ANGELES
- SEQUIM BRANCH
- FORKS BRANCH
- CLALLAM BAY BRANCH
- OUTREACH DELIVERY SERVICE
- E-CIRCULATION
- BOOKMOBILE

# FACTS, STATS & FIGURES JANUARY 1 - DECEMBER 31, 2024



## 30,262

Active Cardholders



## 21,107

Library Event Attendees



## 205,604

Physical Items in Collection



## 21,958

Free Books Given to Community Members

### LIBRARY EVENTS / ATTENDEES

Clallam Bay	75 / 639
Forks	185 / 2,455
Port Angeles	372 / 7,258
Sequim	141 / 2,602
Community Outreach	89 / 7,419
Virtual	32 / 734
<b>Total Events / Attendees</b>	<b>894 / 21,107</b>

### MEETING ROOM USE / ATTENDEES

Clallam Bay	10 / 36
Forks	140 / 996
Port Angeles	421 / 4,718
Sequim	0 / 0
<b>Total Meetings / Attendees</b>	<b>571 / 5,750</b>

### COLLECTIONS Books & Other Materials

Clallam Bay	13,213
Forks	25,307
Port Angeles	116,556
Sequim	49,282
Bookmobile	999
Magazine & Newspaper Subscriptions	247
<b>Total Physical Items in Collection</b>	<b>205,604</b>

### VIRTUAL LIBRARY

Visits to NOLS.org & Catalog	220,979
Wi-Fi Sessions	83,314
Online Databases Available	12

### HOURS OF PUBLIC COMPUTER USE

Clallam Bay	3,291
Forks	2,356
Port Angeles	19,959
Sequim	4,774
<b>Total Hours</b>	<b>30,380</b>
<b>Total Computer Prints</b>	<b>186,478</b>

<b>STAFF Positions/Full-Time Equivalents</b>	<b>72 / 60</b>
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<b>VOLUNTEER HOURS</b>	<b>851</b>
Individuals/Full-Time Equivalents	19 / 0.44



Kids in Forks participate in "Bugs for Breakfast" with author Mary Boone while wearing their Summer Reading Program T-shirts.



## **BUILDING THE NEXT CHAPTER, TOGETHER: SEQUIM LIBRARY CONSTRUCTION BEGINS**

Construction on the new Sequim Library started with a groundbreaking ceremony in April, a momentous occasion several years in the making. Demolition and construction progressed steadily, and by the end of the year, underground infrastructure was completed, and walls and framing were nearly complete. The project remained on track for a spring 2025 opening.

The renovated and expanded building will be nearly twice as large as the old library and will include ADA-accessible bathrooms, a fire-sprinkler system, increased space for collections, improved access to broadband and computers, new study and conference rooms, adequate staff space, and more room for educational, cultural, and civic events.

### **Temporary Location**

Prior to moving to the temporary location at 609 W. Washington St., the building required remodeling to meet basic requirements. Hoch Construction added power and networking, fixed emergency exits and egress, and improved the accessibility to the entrance and restrooms.

Once the temporary location was ready in March, the Sequim Library closed its doors to the public after one last

party to celebrate the space and all the memories it held. Staff and professional movers who specialize in relocating library materials packed and moved the collection, shelves, furniture, and computers—50,000 items—to the temporary site. The Sequim Library Temporary Location opened on April 1, with a long line of patrons waiting at the door.

### **Construction**

With the lowest qualified bid, Hoch Construction of Port Angeles was selected for the project and the contract was finalized in early April. During the demolition phase, much of the old library was removed, but key elements like concrete slabs and walls were salvaged for reuse. To meet LEED Silver standards, materials such as windows, cabinets, and pavers were repurposed, while debris was sorted for recycling.

Site preparations continued through June and July, including grading, drainage, and installing deep footings for structural steel columns. Infrastructure such as electrical conduits and plumbing was placed under the new concrete slab, which is insulated to improve energy efficiency. A temporary tent enabled contractors to fabricate building sections on site.

By August, new walls were erected, giving a clear sense of the library's expanded layout. Staff offices and workspaces were framed on the north side. Temporary supports held some walls in place until custom structural steel pieces arrived.

In September and October, utility work along Sequim Avenue brought critical improvements, including a dedicated water line for a fire suppression system. Underground



infrastructure—networking conduits, sewer lines, and irrigation—was nearly completed. Grading wrapped up, and paving of the new parking lot was set to begin.

Although a two-month delay in steel delivery postponed roof assembly, steel structural support framing was added throughout the main part of the building. Parking lot curbing was placed, sidewalks were poured, and beams went up over portions of the building. The cedar siding was treated in the site's temporary tent.

### Next Steps

Regular construction updates have been added to the website to keep the public informed as the Sequim Library Project progresses. Set to open in June 2025, the innovative infrastructure and expanded layout of the new building promise a modern, energy-efficient library that will serve Sequim for generations to come.

More than 500 donors made gifts to help build the library. Learn more on page 9.



Page 4 (left to right): Staff members place the last items onto moving carts. Carts filled with library materials were wrapped in preparation for the move to the Sequim Library Temporary Location. Page 5 (clockwise from top left): Construction progressed throughout 2024. The Sequim Library Temporary Location opened its doors April 1.

# NEW COMMUNICATION TOOLS TO SERVE PATRONS

## Notices for Holds, Renewals, and Due Dates

In February, NOLS enhanced customer service with upgraded email and text notices. The notices now include detailed information such as important dates, material details, pickup locations, and images for easy reference.

## New Program Calendar, Room Reservation System, and Digital Signage

To replace a discontinued system, NOLS modernized to a robust web-based platform in May, connecting patrons with free programs, streamlining public meeting space bookings, and providing digital signage at branch locations.

The new program calendar can be searched by keywords or filtered by location, event type, and age group. Patrons can share event listings with their contacts and print event brochures tailored to their filter settings.

Members of the public can now quickly see meeting room availability, request equipment, and make multiple reservations at once. They can now receive email and text notifications after making a reservation request, view booking status, or cancel reservations online at any time.

Using existing TV screens, the new digital signage software syncs with the program calendar, room reservation system, and additional promotions about free library services, improving awareness within the branches.

## NOLS Sends First Email Newsletter

The Library's first e-newsletter, sent on June 13, highlighted the Summer Reading Program. Now sent monthly, these new email communications are an effective and efficient way to increase awareness about library services and programs, and foster community connections.

## Systemwide Phone and Printer Upgrade

In June, to replace a discontinued phone system, NOLS migrated to Microsoft Exchange Online and Microsoft Teams voice deployment. This initiative leverages current technology for advanced security, support, Outlook integration, and reliability.

To further bolster communication tools, NOLS replaced outdated staff and public printers, and added public coin-operated machines for print and copy payment. A service contract keeps machines functioning at full capacity.



## LIBRARY PROGRAMS

From skills acquisition to creative fun, NOLS offered more than 800 free programs to provide literacy, education, and enrichment opportunities for people of all ages.

Some highlights this year included:

- Author visits and Book Discussion Groups
- Creative workshops, open mics, and art exhibitions
- Cultural celebrations including Día Del Niño
- Game events and puzzle contests
- Health and wellness programs such as Aging Well
- History programs with regional presenters
- Movie screenings, singalongs, Barbie watch parties
- Music by Ant Bath, Brian Vogan, and Eli Rosenblatt
- Nature journaling, explorations, and presentations
- Poetry events with Poet Laureate Jaiden Dokken
- STEAM workshops and LEGO building
- Storytime, Sensory Storytime, and Storywalk
- Tech help and computer classes
- Teen programs and advisory boards
- Virtual and hybrid presentations to expand access

... and many others.



# COMMUNITY PARTNERS

In addition to valuable collaborations with small businesses, presenters, creatives and others, NOLS partnered with these community organizations in 2024.

- AARP Tax-Aide
- Boys & Girls Clubs of the Olympic Peninsula
- Boys & Girls Club of the Makah Tribe
- Burke Museum
- Center for Inclusive Entrepreneurship
- Clallam County Emergency Management
- Clallam Mosaic
- Discovery Bay Wild Bird Rescue
- Dungeness River Nature Center
- End of Life Washington
- Feiro Marine Life Center
- Field Arts & Events Hall
- First Step Family Support Center
- Ginger's Closet and Mendful
- Hoh Tribal Library
- Humanities Washington Speakers Bureau
- Irrigation Festival Royalty
- Jamestown S'Klallam Youth Center and Tribal Library
- League of Women Voters of Clallam and Jefferson Counties
- Makah Community Gym and Senior Center
- Mariposa House
- National Library of Medicine
- Neah Bay Chamber of Commerce
- New Old Time Chautauqua
- North Olympic Peninsula Beekeepers' Association
- North Olympic History Center
- North Olympic Land Trust
- Olympic Area Agency on Aging
- Olympic National Park
- Peninsula College and ṭaṭkwustəṅáwtx<sup>w</sup> House of Learning, Peninsula College Longhouse
- Port Angeles Community Players
- Port Angeles Fine Arts Center
- Port Angeles Food Bank
- Port Angeles Uptown Arts District
- Quileute Head Start
- Quileute Senior Center
- Rainforest Council for the Arts
- Schools throughout Clallam County
- Three Rivers Fire Department
- United Way of Clallam County
- WA State Arts Commission & Nisqually Indian Tribe
- WA State Department of Natural Resources
- WA State Library
- WSU Clallam County Extension



Page 6 (top to bottom): A young patron builds with LEGOs at the Clallam Bay Branch Library. The new Yarn Circle program at the Sequim Branch Library provides an opportunity to meet others and share skills. Page 7 (top to bottom): Erika Lindholm of the North Olympic Land Trust explores StoryWalk at the Lyre Conservation Area. Children from the Jamestown S'Klallam Youth Center explore the Bookmobile. Biologist Patrick Loafman presents at the Olympic National Park: Perspectives Speaker Series.



# SUMMER READING PROGRAM SETS RECORD

The Summer Reading Program offers people of all ages a chance to attend entertaining and educational events, and provides a fun daily reading challenge. The program’s main goal is to help kids develop a lifelong love of reading, and prevent the “summer slide” of learning loss. A new record was set this year with more Clallam County residents signing up for the reading challenge than ever before. In total, 3,852 participants registered—a 35% increase from 2023.

Activities were planned around the theme, “Read, Renew, Repeat,” which focused on sustainability, nature, and reading as a restorative practice. Kids enjoyed a visit from The Reptile Man, weekly Discovery Club activities, and Storytimes, while tweens and teens attended workshops such as cartoon drawing and video game coding. Adults learned about beekeeping, meditation, and composting. People of all ages explored tidepools with Feiro Marine Life Center.

Over 2,300 participants tracked their reading for at least 30 days to earn a T-shirt designed by local artist Daria Hunt.

# 3,852

Patrons Registered for the Summer Reading Challenge

# MICROFILM DIGITIZATION GIVES FREE, EASY ACCESS TO NEWSPAPER ARCHIVE

NOLS partnered with Newspapers.com to digitize the library’s local newspaper archive, which was previously only accessible through aging microfilm. This initiative not only preserves vital historical content in danger of being lost due to the certain obsolescence of the microfilm format, but also provides free online access to a word-searchable database for NOLS patrons. It became critical to finish the project, as several reels had already deteriorated beyond repair and could not be replaced. Most of the 915 microfilm reels were decades old, and the last reel was added to the collection in 2018.

While another vendor quoted over \$137,000 to digitize the collection, Newspapers.com completed the project at no cost, aiming to expand its own archive for paid subscribers. Now, NOLS patrons can explore the database for free by logging into the portal via library Wi-Fi or public computers, connecting the community with its rich local history.

# 915

Microfilm Reels Digitized

Above (left to right): A young patron in Sequim enjoys a visit from The Reptile Man, part of the Summer Reading Program. Various local newspapers from the NOLS’ archive, now available through a word-searchable online database.

# DONOR GENEROSITY HELPS BUILD NEW SEQUIM LIBRARY

More than 500 donors gave to help build the Sequim Library, reflecting widespread community support for the project.

NOLS and the North Olympic Library Foundation raised over \$500,000 in 2024, with individual gifts ranging from \$10 to \$100,000. A donor wall near the library entrance will recognize contributors who donated \$250 or more and wished to be acknowledged.



Above (top to bottom): Patrons, like the Brooks Family, encouraged support for an expanded, modernized library. "I don't think the community could do without it," shared Rebekah. The new library will provide a dedicated space for meetings and programs such as Storytime with the Sequim Irrigation Festival Royalty Court.

# 2024 FINANCIAL SUMMARY (ACTUAL)

## OPERATING REVENUES

Property taxes and other government revenue	\$5,085,491
Grants and donations	\$386,926
Investment interest	\$574,478
Miscellaneous	\$129,732
Library fees, goods, and services	\$30,393
<b>TOTAL</b>	<b>\$6,207,021</b>

## OPERATING EXPENDITURES

Salaries and benefits	\$4,294,267
Supplies, services, utilities, and miscellaneous	\$1,252,445
Books and other library materials	\$454,690
<b>TOTAL</b>	<b>\$6,001,402</b>

## CAPITAL REVENUES & EXPENDITURES

2024 Timber Revenues	\$320,033
2024 Capital Budget Expenditures	\$4,672,308

**\$6,207,021**  
Operating Revenues

**\$6,001,402**  
Operating Expenditures

## FRIENDS OF THE LIBRARY

The generous support of Friends of the Library groups helps to make NOLS great. Donations fund Summer Reading Program activities, supplies, and prizes; speakers; author events; programs for all ages; and much more.

## THANK YOU, FRIENDS!

Friends of Sequim Library	\$25,000
Port Angeles Friends of the Library	\$24,716
Friends of the Forks Library	\$2,500
Clallam Bay Friends of the Library	\$3,500

Donations received in 2024; included in Operating Revenues above.

# 2025 BUDGET GLANCE

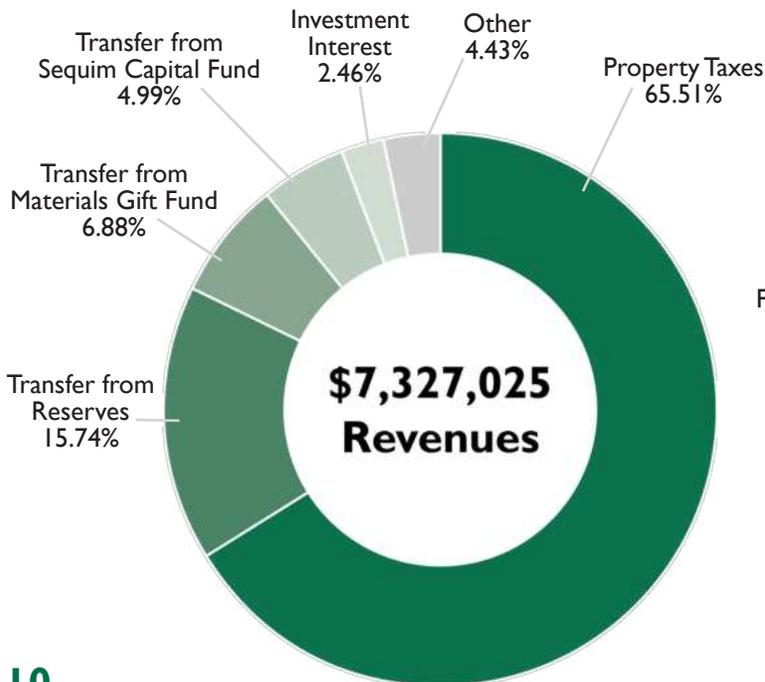
## OPERATING BUDGET *Adopted by the Board of Trustees on November 18, 2024*

The Operating Budget funds salaries and benefits, library collection materials, technology and communication charges, operating supplies, repairs and maintenance, professional fees and services, utilities, insurance premiums, staff training, and more. Revenues include a draw from Operating Reserves in the amount of \$1,153,060. Most of NOLS' extensive programming activities are funded by Friends of the Library donations.

### OPERATING REVENUES

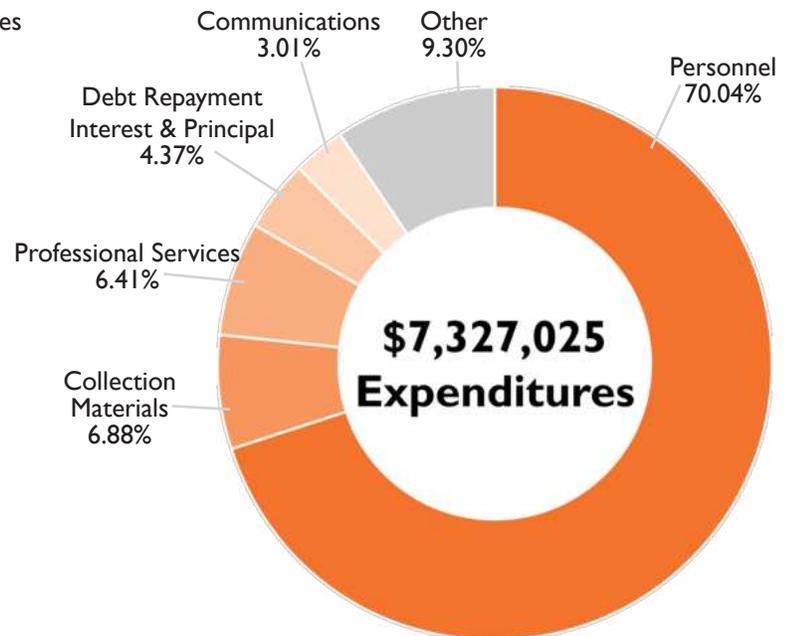
<b>Property Taxes</b>	<b>\$4,799,650</b>	<b>65.51%</b>
<b>Transfer from Reserves</b>	<b>\$1,153,060</b>	<b>15.74%</b>
<b>Transfer from Materials Gift Fund</b>	<b>\$504,000</b>	<b>6.88%</b>
<b>Transfer from Sequim Capital Fund</b>	<b>\$365,750</b>	<b>4.99%</b>
<b>Investment Interest</b>	<b>\$180,000</b>	<b>2.46%</b>
<b>Other</b>	<b>\$324,565</b>	<b>4.43%</b>
Contributions	\$128,862	1.76%
E-Rate Discount*	\$124,593	1.70%
Grants, Entitlements & Other Payments	\$33,000	0.45%
Goods and Services	\$18,010	0.25%
Library Fees	\$15,000	0.20%
Miscellaneous	\$5,100	0.07%

\*E-Rate is a Federal program that provides internet discounts to libraries and schools.



### OPERATING EXPENDITURES

<b>Personnel</b>	<b>\$5,132,033</b>	<b>70.04%</b>
<b>Collection Materials</b>	<b>\$504,000</b>	<b>6.88%</b>
<b>Professional Services</b>	<b>\$469,331</b>	<b>6.41%</b>
<b>Debt Repayment Interest &amp; Principal</b>	<b>\$320,250</b>	<b>4.37%</b>
<b>Communications</b>	<b>\$220,214</b>	<b>3.01%</b>
<b>Other</b>	<b>\$681,197</b>	<b>9.30%</b>
Insurance	\$133,000	1.82%
Supplies	\$132,156	1.80%
Repairs/Maintenance	\$117,589	1.60%
Utilities	\$113,247	1.55%
Leases & IT Subscriptions	\$111,175	1.52%
Travel	\$33,760	0.46%
Miscellaneous	\$27,570	0.38%
Intergovernmental Services	\$12,700	0.17%



# 2025 BUDGET GLANCE

The Capital Budget funds improvements and enhancements to NOLS facilities, purchases of capital machinery and equipment, and construction of capital assets.

NOLS receives **TIMBER REVENUES** from timber harvests in Clallam County on Washington State Department of Natural Resources (DNR) managed lands. Timber revenues are volatile and unpredictable. Capital expenditures are more discretionary than personnel-heavy operating expenses; in times of low timber revenues, capital projects can be postponed or scaled appropriately.

The **NOLS CAPITAL RESERVE (NCR)** is the repository for timber revenues and is the primary revenue source for the Capital Budget. It is supplemented by gifts and other designated capital reserve funds.

The **PORT ANGELES CAPITAL RESERVE (PACR)** was established and funded in connection with the Port Angeles Library Construction Bond. It provides funding for significant, large-scale infrastructure maintenance and replacement projects at the Port Angeles Main Library.

The **SEQUIM CAPITAL RESERVE (SQCR)** holds contingency funds for the Sequim Library Project and long-term maintenance of the facility.

## CAPITAL BUDGET: \$6,100,250

*Adopted by the Board of Trustees on January 23, 2025*

## CAPITAL RESERVES

2025 Timber Revenues:	\$320,033
NCR Balance on 12/31/2024:	\$1,176,128
PACR Balance on 12/31/2024:	\$397,005
SQCR Balance on 12/31/2024:	\$99,725

## CAPITAL BUDGET REVENUES

Capital Budget Revenues from NCR:	\$417,250
Capital Budget Revenues from PACR:	\$340,000
Capital Budget Revenues from SQCR:	\$584,801
Grants & Donations:	\$2,636,000
Financing:	\$2,122,199

## CAPITAL BUDGET OUTLAYS

Machinery & Equipment:	\$395,750
Buildings & Structures:	\$28,000
Other Improvements:	\$676,500
Construction of Capital Assets:	\$5,000,000

## 2025 CAPITAL PROJECT HIGHLIGHTS

- Completing the Sequim Library Expansion and Renovation Project.
- Maintaining infrastructure at the Clallam Bay and Forks Branch Libraries, including repairing masonry, exterior painting, replacing doors, and building new fencing.
- Addressing accessibility and safety concerns through the Port Angeles Library Accessible Pathways Project: replacing sections of parking lots, improving drainage and sidewalks, and adding sidewalks at emergency exits.
- Replacing public and staff computer workstations.
- Installing holds lockers at each branch, allowing patrons to pick up holds from outside the library 24/7.
- Improving network equipment and technology security to maintain critical services and protect data.

## YOUR TAXES AT WORK

**29¢ per \$1,000**  
2025 Levy Rate

As a junior tax district, the majority of NOLS' operating budget revenues come from property taxes. The 2025 levy rate is 29¢ per \$1,000 of county assessed valuation. Voters approved a 50¢ per \$1,000 levy in 2010, but the Library's levy rate has been shrinking since 2018 due to a law that limits the Library's revenue growth to 1% each year. NOLS collected \$4,146,378 in property taxes in 2011 and is estimated to collect \$4,799,650 in 2025, a 15% difference.

# MISSION

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

# CORE VALUES

- Power of knowledge, imagination, and exploration
- Free and equal access
- Intellectual freedom and privacy
- Literacy and learning
- Responsible stewardship
- Transparency and accountability
- Community service
- Partnerships to support community vitality
- Flexibility, nimbleness, and adaptability to social and technological change
- Equity, diversity, and inclusion

# BOARD OF TRUSTEES

**Mark Urnes**  
*Chair, Port Angeles Area*

**Jennifer Pelikan**  
*West End Area*

**Bert Caldwell**  
*Sequim Area*

**Cyndi Ross**  
*Sequim Area*

**Ian Miller**  
*Port Angeles Area*

# MANAGEMENT TEAM

**Noah Glaude**  
*Executive Director*

**Amy Hough**  
*Financial Operations Manager*

**Meghan Sullivan**  
*Public Services Director*

**Brian Phillips**  
*Facilities Manager*

**Karyn Bocko**  
*Marketing & Communications Manager*

**Shaina Lent**  
*Human Resources & Business Manager*

**Jina Felton**  
*Port Angeles Branch Operations Manager*

**Erin Shield**  
*Collection Services Manager*

**Troi Gale**  
*West End Library Manager*

**Emily Sly**  
*Sequim Library Manager*



*Library staff in creative Halloween costumes.*

# LOCATIONS

## PORT ANGELES MAIN LIBRARY

2210 South Peabody Street  
Port Angeles, WA 98362  
360-417-8500

## SEQUIM BRANCH LIBRARY

630 North Sequim Avenue  
Sequim, WA 98382  
360-683-1161

## FORKS BRANCH LIBRARY

171 South Forks Avenue  
Forks, WA 98331  
360-374-6402

## CLALLAM BAY BRANCH LIBRARY

16990 Highway 112  
Clallam Bay, WA 98326  
360-963-2414

*Front Cover (clockwise from top left): A young patron participating in a Cartoon Drawing workshop. Children dance with bubbles at Storytime in Port Angeles. Donors, city and county officials, and other stakeholders help staff break ground at the Sequim Library on April 24. The Forks Library hosts a concert by Eli Rosenblatt. A family in Forks participates in Día de los Muertos activities.*