

Putnam County Library Board of Trustees Minutes
April 11, 2017, 4:30 p.m.

The meeting was called to order by Chairman Laura Clemons at 4:31 p.m.

Board Members in attendance: Laura Clemons, Larry Garrett, Harry Ingle, Tricia Lawrence, Patricia Phillips, Daniel Rader

PCL Staff in attendance: Stacie Netherton, Brian Page, Phil Schaller

Others in attendance: Matt Kirby (FWRRL), Amanda Yother (FWRRL)

Approval of Minutes: The minutes of the March 14th meeting were approved as corrected with a motion from Harry Ingle, seconded by Pat Phillips. Motion carried.

Approval of Treasurer's Report: Director Stacie Netherton presented the treasurer's report. The treasurer's report was approved with a motion from Larry Garrett, seconded by Pat Phillips. Motion carried.

Public Comment: N/A

Old Business: *TCRS* – Invoices were received from TCRS for August 2014 to September 2016, and the employer contribution does not match the rate that the PCL submitted. The rate submitted was based on the rate the Library was instructed by TCRS to withhold. Two employees hired in 2015 were not included on the invoice. The Library is waiting to hear from TCRS concerning any further action needed to address these discrepancies.

New Business: *Facilities Use Agreement between Putnam County Board of Education and Baxter Senior Citizens Center* – Mr. Jerry Boyd adjusted the language of the agreement to provide the Library Board of Trustees discretion as to whether or not the Baxter Branch Library will relocate to the Baxter Primary School campus. Stacie discussed the concerns she has regarding the interior space as well as concern over the lack of information about the expected timeline for renovations. A timeline is needed to schedule staff and arrange resources for packing, moving, and networking for tech needs. These concerns have been brought to the attention of the Mayor of Baxter. These issues were discussed by the board. Daniel Rader suggested making a document that outlines agreements between the Putnam County Library System and the City of Baxter. Matt Kirby wanted to make the board aware of certain items before making a decision to relocate to the school campus:

- By agreeing to move into a school building the Library is automatically banning all sex offenders from entering the library. The Regional Library will research if any other libraries have ever moved into a school building and the ramifications of such an action.
- By state law, the Board has complete control over what happens to the Baxter Branch Library.

The Library Board agreed to co-locate into the building with the Baxter Senior Center with a motion from Daniel Rader, seconded by Tricia Lawrence. Motion carried.

Board Appointments – Beth Thompson, Tricia Lawrence, and Harry Ingle’s terms expire in June 2017. Stacie will contact Beth to see if she would like to continue to serve. Harry Ingle would like to stay for another term. Tricia Lawrence has decided to end her time on the Regional Library Board. Much sadness was expressed at this loss.

Director’s Report: Professional Development – PCLS librarians and branch managers attended the annual Tennessee Library Association conference in Knoxville, TN last week. Multiple staff members attended in-services at the FWRRL in March, and the PCL held its bi-monthly Branch Manager meeting, mostly discussing the 2017 Summer Reading Program.

Kindergarten Registration – Chelsea Gifford and PCLF members are currently at local elementary schools attending kindergarten registration to sign up children for library cards and advocate for the library.

Landscaping – PCL has found an affordable landscaping company – Safari Landscaping.

Amnesty – The PCLS will be offering amnesty for late fines from April 10-15 in celebration of National Library Week. Fines for returned overdue items will be waived during this week, as will late fines for visiting patrons. This is in hopes of bringing patrons back into the library that may have been staying away due to fines.

Grants –PCLF/Chelsea Gifford received a grant from Friends of Tennessee Libraries (FOTL) to support Sensory Storytime programming. Phil Schaller received a \$1,000 YALSA grant to be used for teen summer reading programs.

Tech Plan – Stacie and Brian will be working on the 2018-2021 plan. The current plan covers 2014-2017. It should be ready for Board review and input by the May or July meeting.

Roof– The PCL roof is still under construction. It will take longer than expected due to more damage to roof than expected.

Branch Reports: Baxter Branch Library’s Wednesday programming is growing. The Monterey Branch Library’s VITA program has helped approximately 80 people file taxes. Stacie contacted Keith Morrison, Algood City Manager, who has agreed that the door to the Algood Branch Library needs to be replaced with a more inviting door.

FWRRL Report: Monday starts the open house for trustees to view the Trustee Certification Program Modules.

- 4/20 - grant writing in-service.

- 4/21 - Family/YA roundtable meeting.
- 4/24 - Regional Board Meeting.

Part of the packet handed out from FWRRL is an information page for Board members to update their information and return it to Matt Kirby or Stacie Netherton.

Friends of the Putnam County Library Report: Connie Albrecht, Andrea Batson, and Chelsea Gifford attended the FOTL conference in Sevierville, TN on March 24th. Connie Albrecht represented the PCLF as a featured panelist.

The PCLF had a successful second Books and Brews event at Red Silo Brewery. Red Silo donated the time at the venue and became members of the PCLF.

Friends members are helping at kindergarten registration at elementary schools across Putnam County. Library card sign-ups, information about the Imagination Library, and goodies are being given away.

Remember to mark your calendars for the Eat Local event at Progressive Savings Bank on June 8th. The PCLF will be this year's recipients of monies raised from the event.

Adjournment: 5:25 pm