

Putnam County Library Board of Trustees Minutes
August 11, 2015, 4:30 p.m.

The meeting was called to order by Chairman Sue Pogue at 4:30 p.m.

Board members attending: Joe Albrecht, Laura Clemons, Alicia Eldridge, Leigh Flatt, Larry Garrett, Patricia Lawrence, Sue Pogue, Beth Thompson

Putnam County Library System staff attending: Stacie Netherton, Brian Page, Clay Robertson

Also in attendance: Faith Holdredge, Director of Falling Water River Regional Library, Matthew Kirby, Assistant Director of FWRRL, and Judy Titsworth, President of the Putnam County Library Friends

Approval of Minutes: The minutes of the July 14, 2015 meeting were approved with a motion by Joe Albrecht, seconded by Alicia Eldridge, motion carried.

Approval of Treasurer's Report: Clay Robertson presented the treasurer's report. The treasurer's report was approved with a motion by Larry Garrett, seconded by Patricia Lawrence, motion carried.

Public Comment: NA

Old Business: *a) Board Nominations and Appointments* –Laura Clemons asked that library staff follow up with the City of Cookeville concerning their request made in July to appoint Daniel Rader to the Putnam County Library Board of Trustees for a three year term.

b) Putnam County Library System Foundation – Joe Albrecht stated that James M. McCarten of Burr & Forman has drafted a letter of engagement stating he will work pro bono on the legal documentation necessary for the establishment of the Putnam County Library Foundation. Beth Thompson made a motion to proceed with the letter of engagement from attorney James McCarten at Burr & Forman in Atlanta in regards to the establishment of the Putnam County Library System Foundation with a limit of \$1,000 for general expenses. Laura Clemons seconded. Motion carried. Following this it was found that the amount needed was \$2,500. Sue Pogue made a motion based on the notes from attorney James McCarten to increase the amount for general expenses from \$1,000 to \$2,500. Larry Garret seconded, motion carried.

New Business: NA

PCLS Director Report –Clay Robertson reported the Library re-advertised the Children's Services Coordinator/Assistant Director position. Of the fifteen applicants, three will be interviewed. Brian Page reported that a new microfilm reader has been purchased, and that the servers will be changing over this week. He also stated that the Library's 3D printer is currently in repair. Stacie Netherton stated that the actuarial study being conducting in regards to TCRS should be complete anytime between August and October. The PCL and Monterey Branch Library are preparing to participate in the IRS Volunteer Income Tax Assistant (VITA) Program. Programs centered on the TTU STEM Center partnership have been well received by patrons. Over 1,000 children and teens participated in the PCLS Summer Reading Program. Community

partners included the Putnam County School System, Algood Police Department, Cookeville Police Department, Monterey Police Department, Baxter Fire Department, Cookeville Fire Department, WSMV's Snowbird, Cookeville Regional Medical Center's Therapy Dog Program, Putnam County Health Department, Army National Guard, and the Tennessee Wildlife Resource Agency. Donations for SRP were provided by the Putnam County Library Friends, Cookeville Arts Council, Dollar General Literacy Foundation, and First National Bank of Tennessee.

Review of Branch Reports – Baxter Branch Manager, Sarah Lewis graduated from the three year Public Library Management Institute which is through TSLA in July. Participants in the program spend a week each year in intense training sessions on topics such as library values, library governance, leadership, project and personnel management, and strategic partnerships. The Board reviewed Branch Reports.

Falling Water River Regional Library Report – Faith Holdredge congratulated Board member Beth Thompson for completing the Tennessee Trustee Certification Program which began on July 1. Trustees have one year to complete ten courses and there are currently approximately 150 trustees registered. Continuing education for library staff in the region will begin at the end of the month.

Friends of the Putnam County Library Report – Denise Kiernan author of The Girls of Atomic City will be the featured author for the Friend's Dinner with an Author fundraiser. The Friends will hold their membership meeting in October.

Adjournment: 5:13 p.m.