

Putnam County Library Board Meeting
June 08, 2010

The meeting was called to order by Chairman Dan Maxwell at 4:30 PM

Board members in attendance were Dan Maxwell, Julie Wiggins, Dr. Peter Li, Ruth Ann Woolbright, Alma Anderson, Marla Williams (had to leave early), and Patricia Lawrence.

Putnam County Library staff in attendance were Sue Pogue, Dale Stapp, Brian Page, Doyleene Farley, Sarah Lewis, and Marcia Donovan.

Others present, were Jennifer Cowan-Henderson, Director of Upper Cumberland Regional Library, and Dr. Patricia Phillips, President of the Friends of the Putnam County Library.

The Minutes from the May 11th, 2010 meeting were approved by a motion made by Mrs. Anderson and 2nd by Dr.Li.

The treasurer's report was given by Ms. Stapp. The treasurer's report was approved by motion made by Mrs. Anderson and 2nd by Mrs. Woolbright. Ms. Stapp pointed out that there would be some material line items that would need to be balanced with other line items next month.

Doyleene Farley gave the report for the Monterey Branch Library. Monterey Branch Library is in full swing with their Children and Teen Summer Reading Program.

Mrs. Farley reported that Monterey Branch Library had 1 Book Discussion group, with 6 present. Monterey also had 4 story times with a total of 26 present.

Mrs. Farley stated that she felt her numbers were low for her Adult summer reading program (Tea on Tuesday). She had 3 programs and had a total of 11 present.

Mrs. Farley has tried to contact Bobby Farley, Monterey's street supervisor concerning the hole in the parking lot at the library. Mr. Farley did not return her calls, therefore the time line for the parking lot being fixed is undetermined.

Sarah Lewis gave the report for the Baxter Branch Library. Mrs. Lewis went to most of the business in Baxter to promote the summer reading program @ Baxter.

Mrs. Lewis also faxed Dr. Airhart her schedule for the SRP so that Dr. Airhart could approve the note to be sent home with the students.

Mrs. Lewis and Linda (Title V worker) have been busy doing inventory, reading shelves, and dusting. These tasks seem to help Linda learn the items on the shelves.

Mrs. Lewis has been ordering books this month through McNaughton, and through the UCRL money that was available to spend.

Mrs. Pogue gave a report for Algood stating that the book van came to Algood on May 3 bringing 150 books, 65 DVDs and 20 cds with a similar amount of items being returned.

Mrs. Lewis plans on starting the outreach programs again at Baxter as soon as her SRP is over.

Mrs. Donovan gave the statistics for the Spin A Tale 2010. There were a total of 557 people in attendance, with 2 counties being represented. Underserved population was as follows, 490 children, 20 SPED, 31 senior citizens, 29 people of color. 41 professional artists presented at 27 stations. The artists were paid \$5000, and eight members of the Friends of the Putnam County Library served as guides. The change of venue to Hyder-Burks solved problems of space, crowd control and weather.

Mrs. Donovan indicated that there was \$240 left over out of the FOL donation for her salary and asked the board to vote to allow here to use that money to write a grant for the CFMT = TAC ABC in the amount of \$3000.

Mrs. Anderson made a motion that the \$240 be placed aside to fund 16 hours for Mrs. Donovan to write the grant. Dr. Li second the motion, the motion passed.

Mr. Brian Page spoke about the reason the circulation is down at Putnam County Library. He feels that next month we should get a feel for what is really going on, considering that the hours of operation will be the same for both years that are being compared.

Mr. Page reported that the monies for the technology grant should be here, June 14th and the USDA grant monies should be here after July 1.

Ms. Dale Stapp reported that she along with the branch managers, has organized a teen summer reading program, that will last 4 weeks at Baxter, Monterey, and the Cookeville library.

Ms. Stapp reported also that Cookeville's SRP is in full swing and will run through the 1st full week in July.

Ms. Sue Pogue reported on the customer surveys that were completed back in March. She said the over all theme was great customer service, the need for more books, more computers and more space.

Ms. Pogue is now in the process of organizing a spread sheet for the periodicals (magazines). It will include what issues have been received, the cost of the periodical, funding source, superscription expiration date, and type of magazine.

Ms. Pogue also expressed a thank you to Mr. Dan Maxwell and Mrs. Julie Wiggins for their time served on the library board, from herself and the staff of the Putnam County Library.

Dr. Phillips gave a Friends update on the various things the Friends are working on. FOPCL has partnered with WCTV to bring "Death By Chocolate" to Putnam County.

There were a total of 260 in attendance with a lot of chocolate being consumed. May's book sale brought in a total of \$1023. The FPCL will also be matching a grant to purchase computers for the children's department.

Mrs. Jennifer Cowan-Henderson reported that the Tennessee State Library & Archives is considering consolidating the regional services. The new system will be in place by July 2011.

Mrs. Cowan-Henderson also stated that the state is asking for local libraries to be more involved in outreach programs, processing and rotating services. PCL already processes their materials, and has a small rotating collection.

Old business being discussed included the fact that we have 18 applicants for the Director's job at this time. Ms. Pogue has prepared a packet with each application and a check list for the search committee to start reviews.

The Board Nominating committee recommended Ms. Sue Pogue and Dr. Patricia Phillips as the new board members. The recommendation will be sent to the County Commissioners this week.

The agreement between Dana Brumbelow and the Library Board is now official, all signatures have been acquired and the agreement is in Ms. Brumbelow's file.

New business included the report for the Officers Nominating Committee. The committee presented Dr. Peter Li as the Chair, Mrs. Ruth Ann Woolbright as the Vice-Chair, and Mrs. Marla Williams as the Secretary / Treasurer.

Ms. Sue Pogue brought before the board that she would like the library to celebrate July 4th on July 5th, closing all facilities for the day.

Meeting adjourned at 5:35