

## **Putnam County Library Board of Trustees Minutes**

Tuesday, April 9, 2013

4:30 p.m.

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

Board members attending: Ms. Alma Anderson, Dr. Gerald Barker, Mr. Larry Garrett, Mr. Ted McWilliams, and Ms. Sue Pogue

Putnam County Library staff attending: Ms. Doylene Farley, Ms. Stacie Johnson, Mr. Brian Page, Mr. Clay Robertson, and Ms. Amanda Yother

Ted McWilliams made a motion to approve the minutes of the March 12, 2013 board meeting. Larry Garrett seconded the motion, motion carried.

**Treasurer's Report:** Mr. Robertson presented the treasurer's report. A question concerning the budget for the internet was brought forth by Larry Garrett. Mr. Robertson will report on the increase in spending shown on the internet budget line next meeting. The treasurer's report was approved with a motion made by Larry Garrett, seconded by Gerald Barker, motion carried.

**Old Business:** Ms. Sue Pogue informed the board about her phone conversation with Kim Blaylock concerning the carpet, since she was unable to attend the March board meeting.

**New Business:** Appointment terms for Marla Williams, Sue Pogue, and Gerald Barker will end in June. Mr. Robertson presented the proposed 2013-2014 budget. The Library will be asking for pay increases and increases to the supply line from the County for the Library. This supply request will cover the basic cost of materials needed to operate. The Putnam County Library Friends will no longer be purchasing the branches McNaughton plans. Circulation statistics for this collection show that it is a major circulation collection at each branch, therefore requests for additional funding for this book lease plan will be made to Algood, Baxter, and Monterey to cover the costs for each individual branch. Requests for funding for programming and library materials will be made to Cookeville. In answer to questions concerning the budget, Mr. Robertson stated that the lowered projection cost of benefits for the 2013-2014 fiscal year was due to the loss of Children's Librarian Dale Stapp and a shifting in chosen benefits by current staff. The software budget covers the cost of the Library's integrated library system. A motion to approve the proposed budgets for the Putnam County System was made by Alma Anderson, seconded by Ted McWilliams, motion carried.

**PCLS Director's Report:** National Library Week will be celebrated with performances by the Pacesetters of Putnam and White Counties. The Master Gardeners have completed the landscaping of the Library's front yard. A garden party will be held in June to educate the community and celebrate this collaborative effort. The vandal has been sent a certified letter and has recently made inappropriate posts to Library social networking sites. Repairs have been made to the unit that heats and cools the Children's Library. The bills for carpet, shelf-movers, the security system, and laptop tables have been paid and a request has been made to the County for payment. Stacie, Amanda, Brian, and Clay met with the branch managers April 1. The meeting covered SRP, the McNaughton plan, and DVD circulation. A meeting with Ms. Kathy Keller has been scheduled for April 16. State Librarian Chuck Sherrill and Assistant State Librarian for Administration Ashley Bower visited the Library to follow up about a 2010 grant wherein the library received the A.W.E. Early Literacy workstations for the Children's Library.

**Branch Reports:** The library board reviewed the Algood, Baxter, and Monterey Branch Library reports.

**Regional Library Report:** NA

**Friends of the Putnam County Library Report:** Robert Hicks will be the featured author at this September's event Dinner with an Author. Sue noted that the Friends donation for the Summer Reading Program was not shown in the gifts and grants. Clay will address this issue.

The meeting was adjourned with a motion by Alma Anderson.