

Putnam County Library Board of Trustees Minutes
August 13, 2019

The meeting was called to order by Chair, Harry Ingle at 4:31 p.m.

Board members attending: Andrew Binkley, Harry Ingle, Patricia Phillips, Daniel Rader, Kathryn Wisinger

Putnam County Library System staff attending: Doyleene Farley, Chelsea Gifford, Matt Knieling, Brian Page, and Phil Schaller

Also in attendance: Matthew Kirby, Director of Falling Water River Regional Library

Approval of Minutes: The minutes from the July 9, 2019 were corrected to include that Laura Clemons withdrew her nomination for Bryan Payne to serve as Vice Chair. The minutes were approved with a motion by Daniel Rader, seconded by Kathryn Wisinger, motion carried.

Approval of Treasurer's Report: Phil Schaller presented the treasurer's report noting that the amount that will be going into the fund balance will be around \$40,000 totaling around 230,000 in the fund balance.

The board discussed rolling over funds from one year to the next from the tech line for computers.

The Treasurer's Report was approved with a motion by Daniel Rader, seconded by Kathryn Wisinger, motion carried.

Public Comment: N/A

Old Business: N/A

New Business: *a) Fund Balance Request for Monterey (Study Room Furniture)* – Construction in Monterey is set to start on August 19th. \$3,266 in funds is requested for conference tables, chairs, a cabinet, and a reading table. The board discussed where items like this is purchased for the library. Demco is a library specific company that is primarily used by the PCL.

The fund balance request was approved with a motion by Danial Rader, seconded by Andrew Binkley, motion carried.

b) Review Policy for posting information in the library- Phil presented the policy for the board to review. The board approved the policy as is with a motion by Andrew Binkley, seconded by Kathryn Wisinger, motion carried.

Director's Report: Phil Schaller reported that the PCL staff will be starting the series of workshops with Franklin Fixtures on August 19th to focus on areas of the strategic plan.

Phil has been accepted into the Leadership Putnam program funded through a grant from FOTL and the PCL Friends.

Phil has applied for the FRS grant offered through Twin Lakes. The funds would be used to purchase additional mobile hotspots. The demand has been increasing for the hotspots and they stay checked out.

Phil presented the new logo options for the board to review. Phil will email these options out to the full board for further review.

Review of Branch Reports: The board reviewed the branch reports. Doylene Farley reported on the damage on the back of the Monterey branch building that has since been fixed by county maintenance.

Falling Water River Regional Report: Matthew Kirby has been working on assisting libraries with their Maintenance of Effort forms and getting them submitted before October 31st. Title VI reporting is open and the data is to be submitted by September 6th.

Friend's Board member, Connie Albrecht is presenting a workshop about getting a Friends group started on August 16th.

The Jackson County Library is holding a meeting at their library with state senators.

READS now has magazines available for checkout.

PCL Friends Report: Patricia Phillips discussed the plans for Dinner with an Author event coming up in September. The funds earned from this event are used to support the library.

Adjournment: 5:02 p.m.