

Putnam County Library Board Meeting  
April 13, 2010 4:30

In attendance were Dan Maxwell, Ruth Ann Woolbright, Patricia Lawrence, Gerald Barker ( who had to leave early), Julie Wiggins, Alma Anderson and Larry Garrett.

In attendance was Library Volunteer Sue Pogue.

In attendance Library staff: Dana Brumbelow, Dale Stapp, Doyleene Farley, Sarah Lewis and Kathy Keller.

Dan called the meeting to order.

The minutes from the previous meeting were approved with a motion by Larry and a 2<sup>nd</sup> by Ruth Ann.

Motion passed.

Kathy Keller gave the report from Algood Branch Library. She has been purchasing SRP supplies and books and DVDs. She had attended board meeting, staff meeting and 2 management team meetings this past month.

Sarah Lewis gave the Baxter Branch report. She has been organizing SRP, ordering McNaughton and other book, Jennie Ivey lead the Baxter Book Bunch meeting on March 23. Sarah attended the SRP workshop in Brentwood, staff meeting and 2 management team meetings.

Doyleene Farley gave the Monterey Branch report. She did a special program for local Boy Scout troop and went to the Head Start Centers at Wilson and Crawford and Monterey, and to Wilson Elementary school for off site story times. She has been ordering McNaughton Books, organizing SRP and brain storming with her staff about book displays to increase circulation. Doyleene said the ear buds are popular with her patrons and they do not mind purchasing them for \$1.00.

Monterey had termites again. They came from under the building. Doyleene spoke with Joe Hill. He said the problem seems to be under the section of floor where old and new building was joined. He said some damage has been done to OSB board but Joe Hill thinks it not significant.

Julie asked Doyleene to make sure the Monterey Branch Library checks for long term damage by the termites and what Joe Hill will do for them.

Treasurer's report: Adult book budget is about gone, supplies are pretty tight, and salaries line is tight. Most other lines are in good shape for this time of year.

The treasurer's report was approved with a motion by Alma and a 2<sup>nd</sup> by Trisha. Motion passed.

Director's report:

Circulation is still down compared to this month last year. VHS circulation is down due to the age of the collection and that we are no longer adding this format to the library. Board books and Adult Non-fiction are also down.

Donated issues of Book Page are in all 4 locations.

Recent donations from the friends of PCL include \$5,400 for McNaughton Lease Books Program at 3 branches, \$2,800 for administrative costs for Spin a Tale, \$1,000 for Teen SRP and \$ 2,000 for Children's SRP.

Broad band application for 4 early literacy stations has been filed.

Regional Director's report:

New State librarian is Charles Sherrill former director of Brentwood Public Library.

We discussed a bill in House and Senate (SB 2612 HB 2909) where libraries are required to limit access of sexual offenders to libraries. The board felt that would be difficult for library staff to enforce.

GASB 54 --- We will have to review the new accounting rule dealing with how county and city funding bodies and the library receive funding. There is a conference call scheduled for Wed. April 14 to discuss this issue.

Dan asked for volunteers to serve on nominating committee for next fiscal year 2010-2011 new board members and Julie, Alma, Patricia volunteered.

## Personnel issues

Dana presented her termination at will proposal.

Alma moved that we accept Dana's proposal of termination at will on June 1, 2010 and that the library not contest her application for unemployment benefits.

Larry 2<sup>nd</sup> the motion

Motion passed unanimously.

Larry moved that Jeff Jones will draft a document which will contain appropriate verbiage for all parties.

Alma 2<sup>nd</sup> the motion.

Motion passed unanimously.

Alma moved that Dana be on administrative leave for the balance of her employment effected immediately.

Patricia 2<sup>nd</sup> the motion

Motion passed unanimously.

Julie moved that Sue Pogue be interim Library Administrator at annual salary of \$1.00

Larry 2<sup>nd</sup> the motion.

Motion passed unanimously.

Julie moved Dale be appointed as Interim Head of Library Services and Brian Page be appointed as Interim Head of technology Services both of them to get a temporary salary increase of \$150.00 a month.

Alma 2<sup>nd</sup> the motion.

Motion passed unanimously.

Patricia moved that Sarah Lewis salary be increased .50 an hour retroactive to March 10.

Ruth Ann 2<sup>nd</sup> the motion

Motion passed unanimously.

Alma moved that we adjourned and Patricia 2<sup>nd</sup>.

Motion passed unanimously.