

**Putnam County Library Board of Trustees Minutes**  
**July 11, 2017**

The meeting was called to order by Chair Laura Clemons at 4:30 p.m.

Board members attending: Laura Clemons, Harry Ingle, Bryan Payne, Danny Rader, Joe Albrecht, Larry Garrett, Alicia Senn, Pat Phillips

Putnam County Library System staff attending: Doyleene Farley, Stacie Netherton, Brian Page, Phil Schaller

Also in attendance: Matthew Kirby, Director of Falling Water River Regional Library (FWRRL), Amanda Yother, Assistant Director of FWRRL, Andrea Batson, PCLF President, Gail Fowler, and Kathrine Chalman

**Personnel Committee - Interview Candidates for Director Position:** The board was given interview questions, an assessment rubric, and scoring sheet for each interview candidate. The board interviewed Phil Schaller. Following his interview, the board interviewed Katherine Chalman.

**Personnel Committee Report:** The board took a moment to review and fill out the assessment and scoring sheet for the candidates interviewed. Danny Rader moved that the board chair screen any additional applications for qualifications and arrange for interviews if warranted; that any interviews of additional candidates are held at a called meeting on Monday, July 24 at 3:00 p.m.; that the interviews are followed by scoring and discussion; that scoring be used as a tool but not necessarily the final measure of selection, and that the Board extend the offer to the chosen candidate. Seconded by Joe Albrecht. Motion carried.

**Approval of Minutes:** a) *Board Meeting* - The minutes of the May 9, 2017 meeting were approved with a motion by Joe Albrecht, seconded by Danny Rader, motion carried.

b) *Called Meeting* - The minutes of the June 27, 2017 meeting were approved with a motion by Danny Rader, seconded by Alicia Senn, motion carried.

**Approval of Treasurer's Report:** Stacie Netherton presented the treasurer's report. The treasurer's report was approved with a motion by Pat Phillips, seconded by Danny Rader, motion carried.

**Public Comment:** NA

**Old Business:** a) *Tennessee Consolidated Retirement System* – The information for the two full time employees hired in 2015 has been entered by TCRS and is waiting to be approved by their auditors.

**New Business:** a) *Elect Board Officers* – Danny Rader made a motion that Laura Clemons serve as board chair for 2017-2018, seconded by Joe Albrecht, motion carried. Danny Rader made a motion that Joe Albrecht serve as vice-chair for 2017-2018, seconded by Pat Phillips, motion carried. Danny Rader made a motion that Larry Garrett serve as treasurer for 2017-2018, seconded by Alicia Senn, motion carried.

*b) Board Nominations* – Pat Phillips made a motion that the Putnam County Library Board of Trustees recommend that the Putnam County Commission appoint Cindy Putman to the Library Board, seconded by Joe Albrecht, motion carried.

*c) Fund Balance Request for UCHRA Title V Senior Service Employment Program* – UCHRA requests a donation of \$400 per person per year for each participant at the Putnam County Library System. Joe Albrecht made a motion that \$1,200 be donated from fund balance for the UCHRA Title V Senior Service Employment Program, seconded by Pat Phillips, motion carried.

*d) PCL Board Constitution Committee Report* - NA

**PCLS Director's Report:** The director's report will be moved to the August meeting.

**Review of Branch Reports:** The board reviewed the branch reports.

**Falling Water River Regional Library Report:** Matthew Kirby provided a handout for the FWRRL report. He reviewed deadlines for the standards survey and other forms. He also reviewed the recent library law revisions that went into effect on July 1, 2017. The board discussed sex offenders in the library and asked Mr. Kirby if he would research the criteria needed to ban this group of people from the Putnam County Library System and have it ready to discuss at the August meeting.

**Friends of the Putnam County Library Report:** Pat Phillips reported that the PCLF received approximately \$3,000 as a recipient of the Eat Local event hosted by Progressive Savings Bank. She also announced that Ruta Sepetys would be this year's featured author at Dinner with an Author. The Friends are still accepting sponsorships for this event.

**Adjournment:** Meeting adjourned at 6:30 p.m.