

**Putnam County Library  
Board of Trustees Minutes  
May 11, 2021  
4:30 p.m.**

Board of Trustees members in attendance: Andrew Binkley, Bryan Payne, Pat Phillips, Daniel Rader IV, Kathryn Wisinger

Putnam County Library staff members in attendance: Shannon Buford, Doyleene Farley, Matt Knieling, Brian Page, Phil Schaller

Falling Water River Regional Library staff in attendance: Matt Kirby

- I. Call to Order: Kathryn called the meeting to order at 4:32 p.m.
- II. Approval of Minutes: Daniel motioned to approve the minutes. Pat seconded the motion. The motion carried.
- III. Approval of Treasurer's Report: Phil noted that the Treasurer's Report showed the same anomalies as last month as well as an overage for the Baxter book budget, which was partially due to a coding error by the Bookkeeper and will be fixed. Pat motioned to approve the Treasurer's report. Bryan seconded the motion. The motion carried.
- IV. Public Comment: N/A
- V. Old Business
  - a. Discussion of ongoing COVID pandemic in relation to library: Phil said that the number of visitors to the library remained steady and that a patron had sent an appreciative email about the increased hours and the reading areas reopening upstairs. He also stated that the Summer Reading Program would be hybrid virtual/in-person.
  - b. Discussion of nominations for replacement board member(s): Phil announced that Kristy Herr would not serve an additional term, while Andrew would. Daniel elected to serve an additional term. Phil suggested Amanda Yother (former PCL Children's Librarian, former Park View Elementary School librarian, former Regional Assistant Director, and current Tennessee Tech employee) and Chelsea Gifford (former PCL Children's Librarian and current Community Engagement Specialist for Save the Children) as potential replacements for Kristy. Daniel nominated Andre Griffith, a local lawyer, as a replacement. Daniel withdrew his nomination and nominated Bryan Payne to replace Kristy. Andrew seconded the nomination. The motion carried.

## VI. New Business

a. Discussion of HB0404/SB0311: The Board briefly discusses HB0404/SB0311 and potential plans regarding the two Regional Board seats that will soon be eliminated, then the discussion is tabled.

b. Discussion of Fine Free Model Proposal: The Board discussed how much money was allocated to Fines this year and the next and how that income could be made up if the Library goes fine-free. The Board also discussed incentives and disincentives for patrons to ensure that items get returned on time. Daniel noted that the 2020-2021 budget shows an \$11,109.04 shortfall *with* anticipated earnings from late fees and asked how the additional shortfall would be compensated for if the Library were to eliminate late fees. Phil agreed to offer a more detailed plan for eliminating fines and investigate the current budget shortfalls.

VII. PCLS Director Report: Phil reported that the Summer Reading Program, the theme of which was Tails and Tales (animals), would begin at the end of the month and would feature many programs system-wide in addition to reading logs and incentives for reading. He stated that Save the Children will provide the Library with a grant for Summer Reading, which the Library will primarily use to purchase books and other incentives, and that the Library also plans to partner with local school summer camps. He said that the Library will host a 100 Day Reading Challenge from June to September incentivizing patrons to read daily for 100 consecutive days.

VIII. Review of Branch Reports: N/A

IX. Falling Water River Regional Library Report: Matt Kirby noted that he emailed information on the new state library building to the Board. He said that the state is still working out how the ARPA funds will be distributed. He said the Trustee Workshop is scheduled for September 28th at Art Circle Public Library. He also mentioned that White County Public Library, a Level IV library, just went fine-free, making 4 of the 14 counties in the Falling Water River region fine-free. He said that Clay County Public Library requests donations in lieu of official charges; they and others who do that tend to see higher donation amounts. He noted that eliminating fines is a great way to remove an obstacle and build trust with patrons.

X. Friends of the Putnam County Library Report: Pat stated that the Friends will have a free Evening with an Author event hosted by Humanities Tennessee on May 20th, with Humanities Tennessee taking care of publicity and expenses. Pat also noted that the Friends will have another author event in the fall.

XI. Adjournment: Pat adjourned the meeting at 5:48 p.m.