

**Putnam County Library
Board of Trustees Minutes
July 14, 2026**

Board of Trustees members in attendance: Maryleigh Bucher, Diane Duncan, Pat Phillips, Daniel Rader IV

Putnam County Library staff in attendance: Kathryn Wisinger, Brian Page, Shirlene Stotts, Carol Teeters, and Spencer Traut

Falling Water Regional Library staff in attendance: Matthew Kirby

- I. Call to Order: Danny Rader presided in the absence of Board Vice Chair Bryan Payne. There being a quorum present, Mr. Rader called the meeting to order at 4:30 p.m. Mr. Rader then amended the order of business to move Election of Officers to after Approval of Minutes.
- II. Approval of Minutes: 5.12.26; 6.2.26; 6.22.26: Diane Duncan moved to approve the minutes of the May meeting and the 2 special called meetings on 6.2.26 and 6.22.26, seconded by Maryleigh Bucher and approved unanimously.
- III. Election of Officers: Danny Rader announced that Bryan Payne agreed to continue as Board Vice Chair. Pat Phillips volunteered to continue as Board Treasurer. Danny Rader nominated Diane Duncan for the office of Board President. There being no other nominations, Mr. Rader moved to elect Diane Duncan to the office of Board President by acclamation, seconded by Pat Phillips and approved unanimously. Diane Duncan assumed her duties immediately and served as the presiding officer for the remainder of the meeting.
- IV. Approval of Treasurer's Report: Director Kathryn Wisinger reported that the PCL is still closing out the fiscal year and has not yet received an approved budget from the county commission. The library operates on net-30 terms and will continue to receive invoices through the remainder of July, which will be paid from the previous fiscal year's funds. It was noted that the utilities line is over budget. Mr. Rader asked whether an increase in this line had been included in the 2026-2027 budget. Director Wisinger confirmed that the City of Cookeville has approved the PCL budget and the utilities increase will be funded through the city. The digital materials line is also over budget, primarily due to Hoopla. The periodicals line is significantly over (percentage-wise), driven by periodicals, reference books, and associated software. Software costs have risen sharply overall, with Ancestry.com cited as one key example. It was further noted that the library is projected to finish the fiscal year under budget. Remaining funds will roll to the fund balance and can be used for special projects and expenses related to the current expansion project. Danny Rader moved to approve the Treasurer's Report, seconded by Maryleigh Bucher and approved unanimously.
- V. Public Comment: Before opening public comment, Mrs. Duncan reminded those assembled that when recognized they are to announce their name and that each would have three minutes to speak with public comment not to exceed thirty minutes. The following individual(s) were recognized: Jeannie Ivey.
- VI. Old Business: None
- VII. New Business
 - A. Nomination Policy: Discussion was opened regarding the Nomination and Appointment Policy. Board members had received informal feedback from members of the public, however no public comments were submitted via email as requested at the June 22 Special Called Meeting. The feedback received

indicated a preference for a formal application as opposed to submitting a letter of interest. Discussion ensued, Maryleigh Bucher read from a prepared statement asking to “develop a process that allows the Putnam County Library Board of Trustees to seek diverse candidates that bring valuable skill sets to the table.” Matthew Kirby offered to share Board of Trustee applications from other libraries in the region. Following discussion Danny Rader moved to make the following changes: (1) under General Qualifications “Prior board, civic, or nonprofit governance experience is desirable but not required” by removing is desirable but not required and replacing it with “will be considered but is not required.” (2) Under Preferred Knowledge and Experience to remove “Board or governance service” and to add “Applicants are encouraged to share and explain how their unique background will contribute to the Board.” Under Public Notice of Vacancies to change sixty (60) days to thirty (30) days. The motion was seconded by Maryleigh Bucher and approved unanimously.

- B. Library Service Agreement: It was noted that there is a new provision that refers to the Executive Orders issued by the President or Governor that states local libraries and Boards should work with their attorney concerning compliance. Danny Rader moved to approve and sign the agreement, pending review by the County Attorney of the new provision, seconded by Pat Phillips and approved unanimously.
- VIII. PCLS Director Report and Branch Reports: Director Kathryn Wisinger reported that construction on the expansion remains on track, and per grant terms the major portion of the project is scheduled for completion by October 31, 2026. Electrical work is expected to begin soon and will require the Cookeville Library to close for several consecutive days. The public will receive at least one week’s advance notice once those dates are confirmed. The summer reading program will conclude at the end of this month. The new mural at the Algood Branch has been completed and has been well received by both patrons and the community.
- IX. Falling Water River Regional Library Report: Matthew Kirby reported that Diane Duncan has completed the Trustee Certification program. The Library Service Agreement and Maintenance of Effort paperwork is ready for signatures. Upon receipt of signed Maintenance of Effort paperwork, TSLA will release state and federal funding for the first quarter. The PCL receives approximately \$20,000 each year in state and federal funding. The Annual Trustee Workshop will be held September 24, 2026 at the Art Circle Library in Crossville.
- X. Friends of the Putnam County Library Report: Rachel Steidle reported that the Annual Friends of the Library fundraiser is tentatively set for September 20 at 1854.
- XI. Adjournment: Board President Diane Duncan adjourned the meeting at 5:18 p.m.