

**Putnam County Public Library District
Regular Meeting of the Board of Trustees
August 14th, 2017**

- 1) The Putnam County Public Library Board meeting was called to order at 7:03 p.m. by Bob Steele, President.
- 2) Roll call:

Present: Bob Steele, President Debbie Ward, Vice President Kim McCracken, Treasurer John Crist, Trustee Merry Bassi, Secretary Jay Kalman, Director	Absent: Debbie Pletsch, Trustee
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- 3) Correspondence, communications, and public comments: None
- 4) Committee reports: None.
- 5) Consent agenda, Treasurer's report, Bills for approval: Kim McCracken motioned to approve the minutes with corrections made, librarian report and statistics were approved. John Crist second. Motion carried.
- 6) Treasurer's report: John Crist motioned to approve the Treasures report. Debbie Ward second. Motion carried.
- 7) Bills for Approval: John Crist motioned to approve the May bills as recorded. Kim McCracken second. Motion carried.
- 8) Unfinished business:
 - a. Condit building: No additional information on Condit building. No additional information on the centennial grant.
 - b. Hennepin building: An estimate of \$1200 was received to patch the deteriorating blocks on the west wall. At this time, no additional bids have been received. Next week Jay will check on landscaping. He'll also talk with Master Gardeners & Eagle Scouts. Current prices on a replacement copier is approximately \$12,000. Jay is also investigating leasing.
 - c. Granville: Linda Garcia is retiring at the end of the month. Linda has made tremendous contributions to the Granville library. In recognition of here years of service, a gift card and commemorative gift will be presented. Jay will look into a news release related to Linda's retirement, her years of service and her support for the Granville library.
 - d. Vacant Library Director Position: Jay sent a press release to the PC Record & Lake Thunderbird regarding the vacant position on the library board.
- 9) New business:
 - a. Policies: The minimum hours will be changed from 36 to 35 hours on the Employee Classification and Health Care Reimbursement. Jay will investigate other area libraries personal time policies. Vacation policy wording was clarified that one week of vacation

- was granted starting with the second year of service. After three years, two weeks of vacation will be granted.
- b. Book Mobile: Jay will investigate the annual cost of operation. Debbie will investigate the schools book mobile logistics. We'll need to investigate other things like parking, sewage disposal, and electric hookup.

10) Board Comments: John Crist will miss the September meeting. Bob Steele asked that we do a program on Vietnam for Veteran's day this year. John Crist suggested that we do a program on September 11th.

11) Paperwork signed

12) Motion to adjourn. Debbie Ward motioned to adjourn. John Crist second. Meeting adjourned 8:15 pm.

Next regular Board meeting: September 11th, 2017

Respectfully Submitted,

Merry Bassi, Secretary