Putnam County Public Library District
Regular Meeting of the Board of Trustees
June 10th, 2019

1)   The Putnam County Public Library Board was called to order at 7:00 p.m. by Bob Steele,
President.
March
2)   Roll Call:
   Present: Absent:
   Bob Steele, President   John Crist, Trustee
   Merry Bassi, Secretary
   Joan Augustine, Trustee
   Sean Brannon, Trustee
   Bob Hamann, Trustee
   Sally Young, Trustee

5)   Correspondence, communications, and public comments: Matt Miller applied for a grant
with IEEE - Institute for Electrical land Electronic Engineers and they awarded the library
$2000 for robot & Makes kits. Matt received an email that the grant would be awarded.   Sally
Young will contact Jim Gibson regarding electronics training ideas for the library.

6)   Committee Reports: None

7)   Consent Agenda, Librarian's Report: Bob Hamann motioned to accept the minutes &
librarian report & statistics. Joan Augustine second.   Motion carried

7)   Financial report: Sean Brannon motioned to approved the Financial Report as presented.
Sally Young second.   Motion carried.

8)   Approval of Bills: Joan Augustine motioned to approve the bills for approval as recorded.
Bob Hamann second. Motion carried.

9)   Unfinished Business:
     a)   Condit Building: Phil Lenzini confirmed that the library could draw on the Building &
Maintenance fund to pay the Condit rent.   Jay Kalman was able to get into the old BrewMaster
building. The big room is approximately 600 square feet which is bigger than the Condit
building. Total square footage is around 2400 square foot. It does have a full basement so if
the floor needed support, there would be room to build out support. The roof is relatively new.
The building has two furnaces, one is relatively old.   The bathrooms appear to be ADA
compliant and there is a ramp in the front.   There is parking.

The shelving at Condit has been moved away from the windows to start the replacement
process.

If the Board decides keep the library at Condit, we'll need to negotiate the Inter-government
Agreement for rent.   Board members discussed the issue with the Condit front stairs and
sidewalks.   Bob Hamann & Jay Kalman will work on getting and idea on the cost of new
outside stairs and concrete walkway.

b) Replacement Taxes: Phil Lenzini will attend the August meeting and discuss the Personal Property Taxes.

c) Minimum Wage & Personnel Budget: Jay Kalman presented statistics and cost of 3% increase and $1/hour raise to meet future minimum wage requirements.   A decision will needed at the next meeting.

10) New Business:

a) Board of Library Trustee Meeting Date Ordinance Number 2018/2019-4. Bob Hamann motioned to accept the published July 1, 2019-June 30, 2020 meeting dates.   Sean Brannon second.   Motion carried.

b). Prevailing Wage Rated Ordinance: Bob Hamann motioned to pay prevailing wages. Sally Young second.   Motioned carried.

c). Increasing Matt Miller Hours: The Board discussed increasing Matt Miller to full time employee. Matt Miller is responsible for the web page and other library technical.   In addition to additional hours, this also has IMRF implications.   Matt Miller is also working on developing programs on how to use the library. The Board will revisit this at the next Board meeting.

d). Monday night hours: Three branches are open on Tuesday evening, and none are open on Monday.   The staff recommended that Granville close at noon on Saturday, stay open until 7pm on Monday and close at 5pm on Tuesday.   Jay will also discuss the possibility of staying open on Wednesday instead of Monday night.   Jay will talk with the staff regarding Monday versus Wednesday.

c). Board Comments:

a). Sally Young attended the Christine Cyr's financial presentation at the McNabb library. It was well attended and well received.   Sally Young also asked for a program on Recycling.

10). Signing of paperwork (minutes, bills, other):

11) Adjournment: Meeting was adjourned at 8:25 p.m.

Next regular Putnam County Public Library District Board meeting is scheduled for July 8th, 2019.

Respectfully submitted,

Merry Bassi, Secretary