

**Putnam County Public Library District  
Regular Meeting of the Board of Trustees  
July 11, 2016**

- 1) The Putnam County Public Library Board meeting was called to order at 7:04 p.m. by Bob Steele, President.
  
- 2) Roll call:  

<b>Present:</b> Bob Steele, President Susan Miller, Trustee Debbie Ward, Vice-President Debbie Pletsch, Trustee Kim McCracken, Trustee Jay Kalman, Director	<b>Absent:</b> Merry Bassi, Secretary John Crist, Trustee
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- 3) Correspondence, communications, and public comments:
- 4) Committee Reports
- 5) Consent Agenda: Susan Miller motioned to approve and Kim McCracken second. Motion carried to approve the agenda as presented.
- 6) Financial report:
  - a. Treasurer's report: Deb Ward motioned to approve the treasurer's report Kim McCracken second. Motion carried. Note-Reimbursement came in after the completed statement.
- 7) Bills for approval: A motion to approve the bills was made by Kim McCracken, Debbie Ward second. Motion carried.
- 8) Unfinished business:
  - a. Condit Building: There was discussion regarding the unexpected expenses regarding the building, and how to proceed with the plan of keeping Condit open or maybe start to look at other locations. Sue Miller will be talking to a board member at Lake Thunderbird. Jay will begin the budget to see what can be used for the Condit building. These will be discussed at a later date.
- 9) New business:
  - a. Building and Maintenance Tax Levy Ordinance-Debbie Ward motioned to approve the Levy and Susan Miller second. Motion carried.
  - b. Freegal-Trustees discussed the pros and cons of the program. Decision was made due to the fact that there are other resources that the patrons could use, and it would save us money. Sue Miller motioned to cancel the Freegal program and Debbie Ward second. Motion carried.
  - c. Staffing-Trustees reviewed the spreadsheet of the staff's pay scale. There was discussion about giving everyone a 5% raise, or maybe starting a step scale, and/or adding more hours to a few staff to cover Brittany's hours. **This discussion will continue at the August meeting.**
- 10) Paperwork signed

11) Board Comments-Debbie Ward asked that Jay leave the room to discuss policy and an employee's exit interview. Issues were discussed and Bob Steele said that he will sit with Jay at a later time to discuss-policies and making sure they are being upheld by all the employees, his presence in all the libraries, and making sure that all staff knows their job duties.

12) Adjourned 8:52 p.m.

Next regular Board meeting is August 8<sup>th</sup> Debbie Ward made motion and Susan Miller second. Motion carried.

Respectfully Submitted,

Debbie Pletsch, Acting Secretary