

Putnam County Public Library District
Regular Meeting of the Board of Trustees
November 9th, 2020

1) The Putnam County Public Library Board was called to order at 7:01 p.m. by Bob Steele, President. The Board meeting was carried out via Zoom videoconferencing.

2) Roll Call:

Present:

Bob Steele, President
Bob Hamann, Trustee
Joan Augustine, Treasurer
Merry Bassi, Secretary
Sean Brannon, Trustee
Sally Young, Trustee
Jo Ann Steffens, Trustee
Jay Kalman, Director

Absent:

Guest: Kim Bird, Hopkins and Associates

3) Audit Report-Hopkins and Associates: Kim Bird reviewed the 2019 audit. The Auditor Opinion is the same as last year, there are no findings that need to be pointed out. Our major funds are positive. There is a negative balance in IMRF and probably will return to positive in three to four years. On page 32, the Comparative Schedule of Revenues and Expenses, the key increases are in Clerk Salaries and Telephone and Internet. Excess over revenue is approximately \$15,000. Jay Kalman will review clerk hours and investigate options for internet. Sean Brannon motioned to approve the audit as presented. Bob Hamann second. Motion carried.

4) Correspondence, communications, and public comments: We received a letter from Bernie Egan thanking us for the pay increase.

5) Committee Reports: None

6) Consent Agenda, Librarian's Report: Joan Augustine motioned to accept the consent agenda as presented. Bob Hamann second. Motion carried.

7) Financial report: Bob Hamann motioned to approve the financial report. Jo Ann Steffens second. Motion carried.

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

9) Unfinished Business:

a) Condit Building: Nothing new to report. Senachwine Township meets this Thursday.

b) Replacement Taxes: The Putnam County Tax referendum did not pass. There are no updates at this time.

- d) Unstaffed libraries: On hold for now.
 - e) Library Building Plans: Bob Steele contacted our architect, Mike Kmetz regarding the building plans and our priorities.
- 10) New Business:
- a) None
- 11) Board Comments: Bob Hamann visited the Hennepin library recently and all appeared well. Granville numbers look really good. Sally Young asked if we could add a suggestion box at each library for patrons could drop in their suggestions for improvement.
- 12) Signing of paperwork (minutes, bills, others): Bob Steele and Merry Bassi will go to Hennepin Library to sign paperwork.
- 13) Bob Hamann motioned to adjourn the meeting at 7:52pm. Sally Young second. Motion carried.

Next regular Putnam County Public Library District Board meeting is scheduled for December 14th, 2020.

Respectfully submitted,
Merry Bassi, Secretary