Putnam County Public Library District

Regular Meeting of the Board of Trustees

February 13th, 2023

1) The Putnam County Public Library Board meeting was called to order at 7:02 pm by Bob Steele, President

2) Roll Call:

Present: Absent:

Bob Steele, President Sally Young, Trustee

Sean Brannon, Vice President Bob Hamman, Trustee

Joan Augustine, Treasurer

Merry Bassi, Secretary

Jo Ann Steffens, Trustee

Guests: Dave Augustine, Beth Wolf Mack, Matt Miller, Mike Kmetz

3) Correspondence: Starting a young adult group to discuss books. Courtney Ossola submitted a proposal to develop a young adult book discussion group. She would be willing to lead the discussion group. If the group meets in the garage area, changes would need to be made to the garage for this to work. And one question is will it be warm enough. Discussion on Courtney’s proposal will be added next meetings agenda.

4) Mike Kmetz - Architect: Mike Kmetz reviewed the Hennepin Library building plan that was developed back in 2021. We discussed ideas for the front of the library. Mike Kmetz will put together a plan for redoing the front of the library in terms of the entrance, circulation desk, and workroom, and taking out the wall between he library and the workroom.

5) Committee Reports: None

6) Consent Agenda: Marilyn Calbow will include the Juvenile category code description in the the statistics. Sean Brannon motioned to accept the librarian’s report and statistics. Jo Ann Steffens second. Motion carried.

7) Financial Report & Approval of Bills: Sean Brannon motioned to approve the financial report. Joan Augustine second. Motion carried.

8) Approval of Bills: Joan Augustine motioned to approve the bills. Sean Brannon second. Motion carried.

9) Unfinished Business:

a) Condit Building: Joan Augustine is now on the Senachwine Library Committee. The first meeting will be this week. Joan will report back at our next meeting.

b) Unstaffed Libraries & Library Building Plan: Mike Kmetz will return with an updated building plan. Marilyn Calbow create a list of building issues that need to be addressed at the Hennepin Headquarters building. . Jay Kalman will provide the list of repair items to Mike Kmetz.

10) New Business:

a) CD Rates: At our last meeting our auditor recommended that we re-invest our CD at higher interest rates. Local rates vary from 3.09% to 4.1% and 14-25 months. Accounts 128.2 -128.6 will be invested as one CD. Jay Kalman will review the accounts and offer a plan on what to invest and where.

b) Bonnee Lou Harris Memorial: Bonnee Lou Harris taught at Putnam County schools. Ms. Harris left a considerable amount to money to six of our seven librarires. If we reinvested the money she bequest the libraries in CDs, we could use the interest to buy children’s books. Marilyn Calbow solicit suggestions for children books from our library staff.

c) Chairs: Matt Miller recommended we buy new chairs for program events. The chairs are stackable and would be easier to move. Doni chairs are $196. Grazie chairs are $224. We’d need 20 chairs. Joann Steffens motioned to buy 20 Doni chairs in a neutral colors. Sean Brannon second. Motion carried. Maintenance funds will used for this purchase.

d) Phones: Jay Kalman reviewed the Troy Mobile proposal for updating our phone system and reviewed the expected saving that would come from the updated system. Joan Augustine motioned to accept the Troy Mobile proposal for updating our phone and internet system. Sean Brannon second. Motion carried.

e) Shelves in storage: Bernie believes there is room in the basement for the shelves. This would save us a monthly storage fee.

11) Signing of paperwork (minutes, bills):

12) Others:

13) Adjournment: Adjourned at 8:41 pm. Next meeting will be March 13th, 2023.

Respectfully submitted,

Merry Bassi, Secretary