

**Putnam County Public Library District
Regular Meeting of the Board of Trustees
November 13th, 2017**

1) Bob Steele, President, called the Putnam County Public Library Board meeting to order at 7:08 p.m.

2) Roll call:

Present:

Bob Steele, President
Debbie Ward, Vice President
Kim McCracken, Treasurer
Debbie Pletsch, Trustee
John Crist, Trustee
Merry Bassi, Secretary
Jay Kalman, Director

Absent:

3) Correspondence, communications, and public comments: None

4) Committee reports: None.

5) Consent agenda, Treasurer's report, Bills for approval: Debbie Ward motioned to approve the minutes, librarian report and statistics. Debbie Pletsch second. Motion carried.

6) Treasurer's report: Kim McCracken motioned to approve the Treasurer's report. John Crist second. Motion Carried.

7) Bills for Approval: There was no meeting in September, so both the September and October bills were reviewed at the November meeting. TEI Landmark Audio and Kettman Heating bills were discussed. Debbie Ward motioned to approve the September 2017 bills. Kim McCracken second. Motion carried. DAT Construction for \$1,200 was for foundation repair on the Hennepin building. Debbie Ward Motions to approve the October 2017 bills. Kim McCracken second. Motion carried.

8) Unfinished business:

- a. Condit building: No additional information on Condit building.
- b. Library policies: Tabled for now. Will revisit after further investigation
- c. Landscaping: Tabled for the season.

9) New business:

- a. Tax Levy Ordinance: The Board reviewed and discussed Ordinance No. 17/18-3. John Crist motioned to approve Ordinance No. 17/18-3 as written. Debbie Pletsch second. Motion carried.
- b. Utilities: The library has received multiple calls from other utilities vendors pressing the library to switch vendors. At this point, the Board decided to remain with Ameren.
- c. Painting Hennepin building: The library received only two bids for painting the Hennepin building and sign. DAT Construction bid \$3,700 for painting the building and \$1,000 for painting the library sign. Putnam County Painting bid \$8,640 for painting the building and \$675 for painting the sign. Debbie Ward motioned to accept the DAT Construction bid for the building and sign. Painting will be scheduled this spring. Kim McCracken second. Motion carried.

- d. Router replacement: The state is now requiring monitoring of network usage and the current routers are not capable of monitoring traffic. The cost to upgrade the current routers is \$6,790. The router replacement is part of the current budget. Kim McCracken motioned to approve the purchase of the new routers. John Crist second. Motion carried.
- e. Personal Property Replacement Funds: The County has not been paying the library our portion of the personal property replacement taxes. Bob Steele will discuss our options with the library lawyer, Phil Lenzini. At a minimum, we will request that the County pay the library the 2017 allotment of the Personal Property Replacement Fund. The library became a District library in 1995, and should have received a portion of the Personal Property Replacement funds since.
- f. Notice of Linda Garcia's retirement: Jay Kalman will contact the Putnam County Record again regarding a notice in the paper.

10) Board Comments:

11) Paperwork signed

12) Motion to adjourn. Meeting adjourned 8:00 pm.

Next regular Board meeting: December 11th, 2017

Respectfully Submitted,

Merry Bassi, Secretary