

Putnam County Public Library District  
Regular Meeting of the Board of Trustees  
May 13, 2019

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

March

2) Roll Call:

Present:

Bob Steele, President  
Kim McCracken, Treasurer (retired)  
Merry Bassi, Secretary  
Joan Augustine, Trustee  
John Crist, Trustee  
Debbie Pletsch, Trustee (retired)  
Sean Brannon, Trustee  
Bob Hamann, Trustee  
Sally Young, Trustee

Absent:

3) Swearing in of Newly Elected Trustees: Merry Bassi & Sean Brannon were sworn in as newly reelected/elected Trustees. Bob Steele nominated Sally Young to be library trustee to fill the open position. John Crist motioned to approve the nomination and Joan Augustine second. Motion carried. Kim McCracken and Debbie Pletsch were thanked for their years on the Board.

4) Nomination for Officers. Bob Hamann nominated Bob Steele for President. Sean Brannon second. John Crist volunteered for the Vice President position. Merry Bassi was nominated for Secretary. Merry Bassi nominated Joan Augustine for Treasurer. Sean Brannon moved to approve the officers as nominated. Motion carried.

5) Correspondence, communications, and public comments: Bob Steele received a call regarding the Granville library not receiving new materials soon enough. Bob explained the process to the caller. The Board discussed the issue. Educational sessions for the employees and public will be offered. Jay Kalman will talk to Matt Miller about educational descriptions for each of the book/video options to be included on our website.

6) Committee Reports: None

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

7) Financial report: John Crist motioned to approved the Financial Report as presented. Bob Hamann second. Motion carried.

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

9) Unfinished Business:

a) Condit Building: The Senachwine Township Board sent a lease agreement for the Condit Library. The rent would be \$1000/month. The Condit building is not handicap accessible and has multiple structural issues. We would not be able to pay a lease until July 2020. The Board discussed a counter offer of \$500/month, The BrewMaster building is for sale for \$130,000. The architect who worked on the Granville library will be willing to inspect the BrewMaster to see if it is fit for a library and what it would take to convert it into a library. We have approximately \$70,000 in maintenance. John Crist motioned to table the lease until next meeting. Sally Young second. Motion carried. John Crist motion to employ Kmetz to evaluate the Brewmaster as a library building for the approximate cost of \$750. Bob Hamann second. Motion carried. Jay Kalman will investigate the Brewmaster utilities costs.

b) Replacement Taxes: Two years ago, Jay Kalman brought to the Boards attention that the County was not paying the library our portion of the Personal Property Replacement Tax. The County today has refused to pay the library our percentage of the Personal Property Replacement Tax. The Board will ask Phil Lenzini to draft a letter to the County taxes. Bob Steele will ask for the letter before our next meeting.

10) New Business:

- a) Non-Resident Card Participation: John Crist motioned to set the Non-Resident Library fee at \$133/year. Bob Hamann second. Motion Carried
- b) Auditors Engagement: Hopkins and Associated has submitted their proposal for accounting and auditing services. Their proposal is the same as last year with the accounting at \$340/month and \$0.15 per check and the auditing not to exceed \$2350. Last year we were charged \$2,200 for the audit. Sally Young motioned to continue the employee Hopkins & Associates for the library's accounting and checks. Joan Augustine second. Motioned carried. John Crist motioned to employ Hopkins and Associated as the library auditor. Joan Augustine second. Motion carried.
- c) Minimum wage: Minimum wages will increase a dollar per hour to \$15/hour until 2025. Jay Kalman will put together the impact of the increase in the minimum wage requirements.

c). Board Comments:

- a). New Board Members: Sean Brannon, Sally Young and Bob Hamann provided us with information on their background.
- b) Merry Bassi commented on Jay McCracken's presentation on Chief Senachwine. The presentation was interesting and well attended. Jay Kalman will see if Jay McCracken is available to present program again in Granville

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

11) Adjournment: Meeting was adjourned at 8:37 p.m.

Next regular Putnam County Public Library District Board meeting is scheduled for May 13th, 2019.

Respectfully submitted,

Merry Bassi, Secretary