

**Putnam County Public Library District
Regular Meeting of the Board of Trustees
June 12th, 2017**

- 1) The Putnam County Public Library Board meeting was called to order at 7:06 p.m. by Bob Steele, President.

- 2) Roll call:

Present: Bob Steele, President Debbie Ward, Vice President Kim McCracken, Treasurer Debbie Pletsch, Trustee Merry Bassi, Secretary Jay Kalman, Director	Absent: John Crist, Trustee
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- 3) Correspondence, communications, and public comments: None
- 4) Committee reports: None.
- 5) Consent agenda, Treasurer's report, Bills for approval: Kim McCracken motioned to approve the minutes, librarian report and statistics were approved. Debbie Pletsch second. Motion carried.
- 6) Treasurer's report: Jay is meeting with our accountants to review bills and bill categories. Debbie Pletsch motioned to approve the Treasures report. Debbie Ward second. Motion carried.
- 7) Bills for Approval: Kim McCracken motioned to approve the May bills as recorded. Debbie Pletsch second. Motion carried.
- 8) Unfinished business:
 - a. Condit building: The state has a Bicentennial grant for support of counties celebrating the Bicentennial. Library buildings are covered. Jay Kalman has contacted the state to gather more information. At this time, Jay's calls aren't being returned so we have no additional information.
- 9) New business:
 - a. Library hours: New library hours are in effect. changes. Staff seem to believe the hours are working well.
 - b. Ordinance Number 2016/2017-4 Library Board Meeting 2017-2018. Kim McCracken motioned to accept the library meeting schedule. Debbie Ward second. Motion carried.
 - c. Ordinance Number 2016/2017-5 Prevailing Wage: Debbie Ward motion to accept the prevailing wage. Kim McCracken second. Motion carried.
 - d. Patron-Staff Concerns: During the last month, two children have been asked to leave the library several times due to behavior problems which include bullying and riding a scooter in the library. The Board decided to write a letter to the two children outlining expected library conduct and policy. A disciplinary policy regarding suspension of privileges will also be written.

- e. Hopkin & Associates Audit Fee: Hopkins & Associates have submitted their proposal for the audit. They're fees have increase by \$100. Kim McCracken motioned to maintain Hopkins & Associated as our auditors. Debbie Pletsch second. Motion carried.

10) Board Comments: The school district is repurposing a mini-bus for the summer with books.

11) Paperwork signed

12) Motion to adjourn. Debbie Ward motioned to adjourn the meeting. Debbie Pletsch second.
Meeting adjourned 7:40pm.

Next regular Board meeting: July 10th, 2017

Respectfully Submitted,

Merry Bassi, Secretary