

Putnam County Public Library
115 S. 16th Street
Unionville, MO 63565

Regular Monthly Meeting of the Board of Trustees

May 19, 2025

President, Jane McDonald, called the meeting to order in the library conference room at 10:07 am. Those present with Jane included: Library Director, Christy Allen; Vice President, Leatha Walsh; Treasurer, Marge Krigbaum; Parliamentarian, Randal Olmstead; and Secretary, Gloria Smith. Mayor, Charlie Bill Pitman and Jeff Barton, from Peter's Heating and Air Conditioning, were also present. Representatives of city electric plant: Shawn Caley, Derek Knowles and Charlie Pearson arrived at 10:15 and left with Charlie Bill at 11 am. A discussion was held about furnace and electric issues. A suggestion to leave fan on in cold weather was made. After touring the building, Jeff left at 11:30 am. More information, estimates, and decisions will follow at a later date.

Randal moved to approve agenda. Leatha seconded. Vote: 5-0-0.

Marge moved to pay bills totaling \$13,936.48. Gloria seconded. Vote: 5-0-0.

Leatha moved to accept minutes. Randal seconded. Vote: 5-0-0.

Librarian's Report:

- a. Peter's Heating and Air Conditioning (see above).
- b. Institute of Museum and Library Services--funds distributed.
- c. Summer Reading Program Grant--received first payment. Final payment will arrive in September.
- d. Scholastic Book Fair--June 2-20, last year sold \$2154, goal this year is \$2500.
- e. Summer Reading Program--June 16-Aug 8, including: Leonardo Music June 12 and Reptile Experience June 26, 10 and 11 am. Christy has sent over 50 donation letters.
- f. Dollar General Literacy Foundation Grant--awarded \$2600: \$1500 books, \$500 prizes, and \$600 Story Pod--preschool system.

Old Business:

- a. Staffroom Roof-- work will start this week.
- b. Auditor--working on '23 and '24.

New Business:

- a. Electric Bill-- discovered and meter (on part of the building) wasn't hooked up therefore not being charged. Hooked up now.
- b. State Farm Insurance: increased from \$3783 to \$4885, 25%. Christy will shop around.
- c. Furnace Access--discussed need for walk planks for safety.
- d. Staff Update. (Close session.)

Leatha moved to go into close session at 11:48, pursuant to subsections 2, 13, and 14, of Section 610.021, RSMo. Marge seconded. Vote: 5-0-0.

At 12:11, Gloria moved to go into open session. Leatha seconded. Vote: 5-0-0.

Gloria moved to accept Monica's letter of resignation and set Assistant Librarian's pay at \$32,240 yearly. Leatha seconded. Vote 5-0-0.

Our next meeting will be Monday, June 16, at 10 am in the library conference room.

Randal moved to adjourn at 12:17. Marge seconded. Vote: 5-0-0.

Respectfully submitted,

Gloria Smith

Putnam County Public Library
Closed Session 5-19-25

Leatha Walsh moved to go into closed session at 11:48 pursuant to subsections 2, 13, and 14 of Section 619.021 RSMo. Marge Krigbaum seconded. Vote 5-0-0 (others present: Randal Olmstead, Christy Allen, Jane McDonald, and Gloria Smith.)

Monica Brown turned in her letter of resignation effective immediately on May 15, 2025. She stated she was leaving for a higher paying position as senior apartment manager.

Gloria moved to return to open session at 12:11. Leatha seconded. Vote: 5-0-0.

Putnam County Public Library

May 20, 2025

10 am. Christy Allen, Library Director, texted all Trustees: Randal met with Calvin Miller and they discovered cracks in the outer wall and roof that Calvin could seal while working on roof, to prevent water leakage for an additional \$1750.

Vote to seal cracks:

Jane McDonald: yes.

Leatha Walsh: yes.

Randal Olmstead: yes.

Marge Krigbaum: yes.

Gloria Smith: yes

Respectfully submitted,

Gloria Smith

